

General Information

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Graduate Studies is in Strong Hall, 1450 Jayhawk Blvd., Room 222, Lawrence, KS 66045-7535, www.rgs.ku.edu.

KU Medical Center Graduate Studies is at 5015 Wescoe Pavilion, Mail Stop 1040, 3901 Rainbow Blvd., Kansas City, KS 66160, telephone: (913) 588-1258, www2.kumc.edu/aa/gradstudies.

KU's academic calendars are online at www.registrar.ku.edu/calendar.



Robert Hemenway, Chancellor of the University
Strong Hall, 1450 Jayhawk Blvd., Room 230
Lawrence, KS 66045-7535

www.chancellor.ku.edu, (785) 864-3131

The University of Kansas opened its doors to its first eager but scantily prepared students in 1866, progressed rapidly to full undergraduate and beginning graduate-level work, and in 1896 awarded its first doctoral degree, a Ph.D. in mathematics. In the Kansas Board of Regents system, the university accounts for about 70 percent of doctoral study and a large percentage of all other graduate work in the liberal arts and sciences, fine arts, and a number of professional fields.

The University Communities

The University of Kansas has educational, research, and service centers throughout Kansas. There is a clinical campus of the School of Medicine in Wichita and a program in Topeka, the state capital, in public administration. KU's Institute for Life Span Studies has facilities in Parsons and Kansas City, as well as in Lawrence.

Lawrence

KU's main campus is in Lawrence, Kansas, a youthful, thriving community with a population of 82,000. The campus is in the heart of the city on a ridge called Mount Oread. The tree-lined main street a few blocks from campus has an abundance of small specialty shops. Other shopping centers are nearby. The community has 32 public parks, three community swimming pools, an arts center, a public library, a community center, and active community education and recreation programs. The Lawrence Community Theatre, Lawrence Chamber Orchestra, and Seem-to-Be Players children's theatre group present music and theatre events. The Lawrence Arts Center offers classes in arts, crafts, music, dance, and other subjects for children and adults, as well as gallery shows. Local galleries sponsor art exhibits.

The 1,000-acre Lawrence campus has 100 major buildings. See the Campus Buildings Directory, www.buildings.ku.edu, for a complete list of academic, research, athletic, and residence facilities.

The \$40 million Multidisciplinary Research Building was dedicated in 2006. The 106,000-square-foot building houses more than 200 scientists, students, researchers, and support staff from chemistry, geology, pharmaceutical chemistry, and other disciplines.

The \$2.7-million, 7,000-square-foot Sabatini Multicultural Resource Center opened in 2008. The center features updated technology, programming space, and academic resources.

Hall Center for the Humanities has about 14,700 square feet of space and includes a 120-seat conference room, a seminar room, and offices for staff and research fellows. The center, which opened in 2005, celebrates the humanities and incorporates elements of KU's oldest surviving structure, the 1887 Powerhouse.

Kansas City and KU Medical Center

Metropolitan Kansas City, about 45 minutes from Lawrence by interstate highway, encompasses seven counties and 50 municipalities in two states. Kansas City International Airport, MCI, provides easy access to the area, and interstate highways provide access to 12 lakes, more than 140 parks, and various vaca-

tion and resort areas. Popular attractions include the Kansas City Jazz Museum, Nelson-Atkins Museum of Art, Kansas City Art Institute, Union Station, Science City, and Kansas City Museum of History and Science. Sports fans enjoy NASCAR racing, Kansas City Royals baseball, and Chiefs football.

The KU School of Medicine began in 1905 with a merger of three proprietary medical schools to form a four-year school directed by the university. By 1924, the institution had outgrown its original location, and the first building on the present campus was occupied. KU Medical Center is involved with teaching, patient care, medical research, and community service. There are 764 full- and part-time faculty members, more than 2,600 students, and 2,700 employees. KUMC is centrally located in the metropolitan Kansas City area. It offers educational programs through the Schools of Allied Health, Medicine, and Nursing, and the Office of Graduate Studies. Visit KUMC online: www.kumc.edu.

KU Edwards Campus, Overland Park

KU offers a variety of graduate and undergraduate programs on the KU Edwards Campus in Overland Park, Kansas. The campus caters to the full-time employee by offering late afternoon and evening classes. KU faculty members teach the courses, and students earn the same course credit as for classes offered in Lawrence. The campus has recently expanded, adding a new classroom building that more than doubles the space and a student union featuring an expanded KU Bookstore, coffee shop, WiFi environment, and outdoor seating terrace. The Student Success Center provides on-site services from the Academic Achievement and Access Center/Disability Resources, Writing Center, and University Career Center. A degree from the Edwards Campus is a degree from KU. For more information, call the Edwards Campus at 864-8400 from Lawrence or (913) 897-8400 from other locations. Visit the Edwards Campus online at <http://edwardscampus.ku.edu>.

University Support

The University of Kansas is the largest Regents institution in Kansas. About 24 percent of the Lawrence campus budget and more than a third of the Medical Center budget come from state appropriations. The sources of the rest of the budget are gifts, grants, and fees. KU's total research expenditures in fiscal year 2005 for all projects, including sponsored research, training, and service grants in all fields, were \$281 million, a 3 percent increase over 2004.

At the close of the 2006 fiscal year, the Kansas University Endowment Association market value of total assets reached \$1.4 billion. Among public universities, KU Endowment ranks 20th in size of endowment per student; 86 percent of KU's total land holdings are a result of gifts and nonstate grants.

Private gifts have provided, in whole or in part, 110 of the 150 buildings on KU's campuses, including the Hoglund Brain Imaging Center at the KU Medical Center, Regnier Hall on the Edwards Campus, and in Lawrence, the Dole Institute of Politics, Rieger Scholarship Hall, and the Lied Center of Kansas.

Throughout its 115-year history, KU Endowment has given \$1.3 billion in private support to KU through the generosity of its donors. In 2006, more than 8,000 KU students received \$23.5 million in

The 2007 edition of "America's Best Colleges" from U.S. News & World Report magazine ranked KU 39th among public universities in the nation. Rankings are based on academic reputation, student retention, faculty resources, student selectivity, financial resources, alumni giving, and graduation rate.

The Lawrence campus is easily accessible from highways I-70, US 59, US 24, US 40, and K-10.

scholarships, awards, prizes, and loans. In 2006, KU Endowment's support of the university amounted to \$99 million for, among other things, construction, faculty and student support, academic programs, library acquisitions, and equipment.

University Service to the State

KU serves the state by providing support for education at all levels, including gathering and analyzing information for state government, business, industry, and citizenry; providing formal and informal educational and cultural opportunities for all Kansans; and providing professionals to meet Kansas' workforce needs.

Many service functions are offered through the libraries, museums, and research agencies described in the chapter on Research and Academic Support. Each of these agencies is involved in making its resources and the information it gains from research available to the people of Kansas. Other services are provided through the conferences, independent study courses, and special programs of the Division of Continuing Education in cooperation with the other academic units of the university. More than 75,000 Kansans participate each year in continuing education activities.

KU brings to the state a wide variety of events, including intercollegiate athletics, theatre and dance performances, concerts, and radio and television programming. Many special projects of benefit to Kansans are extensions of the teaching, research, and creative activities of the university. Representatives from virtually every academic division of KU are engaged in lectures for special interest and community groups, workshops for Kansas professionals, and research to improve the quality of life in Kansas.

International Awareness

The University of Kansas believes that the increasing interdependence of the world highlights the importance of an internationally diverse student body. International students enrich the intellectual and cultural life of the university. Interactions between students from abroad and U.S. students and faculty members are valuable opportunities for all involved to grow in cross-cultural understanding and develop greater awareness of the world's cultures, ideas, and nationalities.

University Policy on Diversity of the Student Body

The University of Kansas values diversity in its student body and believes that the intentional creation of a diverse learning environment is essential to achieving the university's educational mission. The university fosters a multicultural environment in which the dignity and rights of the individual are respected.

To build a diverse community, the university considers, in addition to academic credentials, the following criteria for student admission decisions, scholarship recognition, and program participation. While each factor is significant, no one factor will be considered determinative in the decision process:

- Bilingual or multilingual abilities
- Cultural background
- Ethnicity
- Evidence of commitment to diversity

- Evidence of leadership skills
- First-generation college student
- Geographic diversity
- Financial, social, family, physical, or educational hardships
- Previous career before pursuing higher education
- Race
- Service to community
- Socio-economic status
- Urban/rural background
- Other unique contributions

This policy was approved by Chancellor Robert E. Hemenway on April 9, 2004, and applies to all University of Kansas campuses.

Nondiscrimination, Equal Opportunity, and Affirmative Action Policy

The University of Kansas prohibits discrimination on the basis of race, color, religion, sex, national origin, age, ancestry, and disability and veteran status, in accordance with state and federal law. The university also prohibits discrimination on the basis of sexual orientation, marital status, and parental status as a matter of policy. Discrimination is prohibited in employment and all education programs and activities of the university and its affiliates. Sexual, racial, and ethnic harassment are forms of discrimination that are also expressly prohibited by university policy.

KU is committed to taking affirmative action in employment and education programs for underutilized group members and protected class citizens. The university also is committed to providing equal opportunity in all aspects of education and employment. Full texts of university policies on nondiscrimination, equal opportunity and affirmative action, sexual harassment, and racial and ethnic harassment are available at www.hreo.ku.edu/policies_procedures/eo_aa_policies.

Inquiries regarding the affirmative action program, equal opportunity policy, nondiscrimination policy, and reports or allegations of discrimination or harassment on the Lawrence campus should be made to Linda Fund, assistant director, Department of Human Resources and Equal Opportunity, Carruth-O'Leary Hall, 1246 West Campus Rd., Room 103, Lawrence, KS 66045-7505, (785) 864-3686, www.hreo.ku.edu. On the KU Medical Center campus, contact Jayne Owen, director, Equal Opportunity Office, KU Medical Center, 1040 Wescoe, Mail Stop 2014, 3901 Rainbow Blvd., Kansas City, KS 66160, (913) 588-1206, (913) 588-7963 (TDD), www.kumc.edu/eoo.

KU catalogs are available in alternate format upon request. Contact Melissa Manning, (785) 864-2620 (v/TTY), manning@ku.edu, in Lawrence; or Carol Wagner, (913) 588-7813 (V) or (913) 588-7963 (TDD), cwagner@kumc.edu, at KU Medical Center.

To view the Graduate Catalog online, see www.catalogs.ku.edu/graduate.

Request copies of the Graduate Catalog online at www.rgs.ku.edu.

Information about KU commencement ceremonies is online at www.commencement.ku.edu.

Admission

Persons whose records indicate their ability to succeed with advanced work may be admitted to graduate studies through the Graduate Division of one of the schools. Admission requires a bachelor's degree and a grade-point average of at least a B (3.0 on a 4.0 scale), both overall and in the proposed major, from KU or from another regionally accredited institution or foreign university with substantially equivalent bachelor's degree requirements. Graduate degree programs have the discretion of accepting a degree earned through distance education based on the applicant's overall qualifications and recommendations. The bachelor's degree is not acceptable if it contains credit awarded for work experience that was not directly supervised by faculty members (life experience) of an accredited university or not evaluated in units that identify the academic content (e.g., P/F, S/U). In exceptional cases, persons not holding bachelor's degrees may be admitted if they are academically well prepared. The dean reviews the student's academic background before a student without a bachelor's degree is admitted. Students who wish to work toward specific, established graduate degrees may be admitted in regular, probationary, or provisional categories. Those who do not have defined degree goals may be admitted in other categories to take advanced work in appropriate areas.

Regardless of the category of initial admission, no student may work toward a graduate degree without being accepted by a specific department or program.

Degree-seeking Students

Regular Graduate Student. The applicant meets the academic standards of the department and Graduate Division to work for an advanced degree without excessive deficiencies in prerequisites.

Note: At the discretion of graduate degree programs, probation or provisional admission may be recommended due to deficiencies, scores, etc.

Probationary Graduate Student. An applicant who meets other admission standards may be admitted on probation when his or her undergraduate grade-point average is 2.75 to 3.0 on a 4.0 scale. Upon finishing the equivalent of one semester of full-time graduate study with an average of 3.0 or higher, the student automatically attains regular status. A student admitted on probation who earns a grade-point average lower than 3.0 is not permitted to re-enroll in graduate studies except under unusual circumstances. In such cases, the student's department or program may recommend re-enrollment on probation for the equivalent of one more semester of full-time graduate study.

Provisional Graduate Student. An applicant may be admitted as a provisional graduate student when either the quality or kind of undergraduate preparation is deficient, i.e., the undergraduate grade-point average is below 2.75 on a 4.0 scale or the student has not met the prerequisites to do graduate work in the department or program to which he or she has applied. After the equivalent of one semester of full-time study as a provisional graduate student, the department or program in which the student is enrolled reviews his or her performance and recommends that the student be (1) transferred to regular status or (2) dropped from graduate studies or (3) allowed to continue the equivalent of another semester as a provisional student. It is

ordinarily expected that provisional status will not exceed two semesters. The transfer from provisional status is not automatic as it is in the case of probationary status.

Regular Graduate Student, Special B. This category is available only to degree-seeking graduate students in the School of Medicine at KU Medical Center. (1) The student is admitted to graduate study in the School of Medicine. (2) The student meets the academic standards of KUMC Graduate Studies and the basic science departments without excessive deficiencies in prerequisites. (Same as current Regular Graduate Student category.) (3) At any time during the first year after admission, the student may seek entrance directly into a specific graduate discipline in one of the basic science departments. The department reviews the application and makes a recommendation to the dean of Graduate Studies, KU Medical Center. If the application is approved, a completed Do-all form changes the student's status. (4) At the end of the first academic year, which begins with the first semester of enrollment, the student retains graduate status if a department has completed a Do-all form or submitted a petition to the dean of Graduate Studies, KUMC. The dean may extend the Special-B status for one semester or an appropriate period of time.

Nondegree Students

Nondegree A Graduate Student. The applicant is admissible to regular status but does not intend to work for an advanced degree at KU at the time of admission. If a student in the nondegree A category later requests admission as a regular degree-seeking student and is accepted by a department or program, only work taken as a nondegree A student that is approved by the appropriate department may be applied to the degree program.

Nondegree C Graduate Student. Students may gain admission to the nondegree C category upon presentation of evidence of receipt of a baccalaureate degree from an institution with requirements for the degree substantially equivalent to those at KU. This category of admission limits enrollment to continuing education courses, institutes, workshops, or graduate certificate programs. Under special circumstances, however, students in this category may be permitted to enroll in residence-credit courses for graduate credit with the consent of the instructor and of the Graduate Division. If students admitted in the nondegree C category are later admitted to a department to work toward a degree, then, within the limitations specified below, applicable courses taken under the nondegree C category may, upon recommendation of the department or program to its Graduate Division and within general guidelines, be approved by the division to be counted in the degree program. The total of transfer credit from another accredited graduate school and nondegree C category credit earned at KU may together not exceed 6 hours, or 8 hours if the student holds a baccalaureate degree from KU.

Admission Procedure

Apply for admission through the Graduate Application Processing Center. Because some departments have a limited number of student positions, applications should be submitted as early as possible. To ensure adequate time for review, the appli-

Complete application materials should be received by July 1 for fall semester, December 1 for spring semester, and May 1 for summer session. Some departments have earlier deadlines.

Application fees: Domestic students in all schools except business: paper \$55, online \$45. International students in all schools except business: paper \$60, online \$55. Business students: paper \$65, online \$60.

For information about KU's Applied English Center, see the KU Undergraduate Catalog.

cant should check with each individual degree program for its application deadline date. The application must be accompanied by one copy of official transcripts of all college and university records. Transcripts and test scores that have been faxed by someone other than a university staff member are not accepted as official copies. The schools and departments may require additional application materials such as test scores or letters of recommendation.

International applicants must also provide English test scores. The university is unable to issue immigration documents until the international applicant furnishes a financial resources statement. Degree programs may choose not to consider international applications if they are not accompanied by a financial statement. (See Minimum English Proficiency Requirements.)

Nonrefundable **application fees** payable to the University of Kansas are required. Rates are subject to change.

Domestic degree-seeking applicants pay		Paper	Online
Business		\$65	\$60
Other Schools and College of Liberal Arts and Sciences		\$55	\$45
International degree-seeking applicants pay		Paper	Online
Business		\$65	\$60
Other Schools and College of Liberal Arts and Sciences		\$60	\$55

Some departments and programs require deposits from admitted students, to be fully credited against required fees upon enrollment.

Application forms are available from the graduate degree program or the Graduate Division of the appropriate school or college or online at www.graduate.ku.edu/GAPC. Send original transcripts of all completed college and university course work to

The University of Kansas
Graduate Application Processing Center
1450 Jayhawk Blvd., Room 313
Lawrence, KS 66045-7535

Send all other requested application materials to the appropriate department or program.

On the **KU Medical Center campus**, send your application for admission, copies of official transcripts, test scores, letters of recommendation, and other required materials directly to the KUMC department in which you wish to study.

Each applicant is notified by letter and receives an explanation of the admission classification (regular, regular special B, probationary, provisional, nondegree A or C).

The enrollment of nondegree A or C graduate students in particular courses, like that of all graduate students, is subject to fulfillment of departmental course prerequisites and consent of the instructor in the case of limitations on class size.

Admission to graduate studies does not imply admission to candidacy for a higher degree. A student becomes a candidate for an advanced degree only by demonstrating through resident study at KU the requisite preparation and ability. Requirements specified for an advanced degree must be regarded as minimum requirements. Additional requirements depend on the student's undergraduate preparation and the particular field of graduate work chosen.

After an absence of five years from KU, students must apply for readmission to their graduate programs and to the appropriate Graduate Division.

Limitations on Admission

Because of limitations of space, faculty, or general resources for research and instruction, some programs must restrict the number of applicants they admit. Questions should be directed to the program to which the prospective student wishes to apply.

Minimum English Proficiency Requirements

Following are the acceptable means of verifying English proficiency for purposes of admitting non-native speakers of English and/or international students to graduate studies. These guidelines also apply to U.S. citizens and permanent residents who are not native speakers of English; they are subject to change by official action of the appropriate governance bodies.

1. Verification that the applicant is a native speaker of English from the United Kingdom, Ireland, Australia, New Zealand, an English-speaking province of Canada, or an English-speaking Caribbean country.

2. Graduation with a baccalaureate degree or higher earned in residence from an accredited U.S. institution of higher education or from such an institution in one of the countries listed above whose medium of instruction is English. This does not apply to degrees earned online.

3. Graduation with a baccalaureate degree or higher from a program taught in English at an international institution. Verification of English instruction from the university is required as part of the application and must be included in the application package. Verification can be from a catalog or program description brochure or an official letter from a department chair, dean, or other university official stipulating English as the language of instruction. The program considering admission should also conduct a phone interview with the prospective student. Individual programs can opt for a more restrictive policy.

4. Receipt of an official copy (not student's copy) of the applicant's Test of English as a Foreign Language (TOEFL) scores or International English Language Testing System (IELTS) scores (academic format) achieved no more than two years before the semester of admission.

Regular Admission*

- Internet-based TOEFL*—All part scores at least 20.
- Computer-based TOEFL*—All part scores at least 20.
- Paper-based TOEFL*—All part scores at least 53.
- IELTS*—Minimum band score 6.0 with no score below 5.5.

Provisional Admission*

- Internet-based TOEFL*—All part scores 18-19.
- Computer-based TOEFL*—All part scores 18-19.
- Paper-based TOEFL*—All part scores 51-52.
- IELTS*—Minimum band score 5.5 with no score below 5.

*English requirements for an exemption from the Applied English Center Proficiency Test are higher than the English requirements for admission. Admitted students take the English Proficiency Test and may be required to enroll in one or more Applied English Center courses if they have

- Any part of the Internet-based TOEFL below 23;
- Any part of the computer-based TOEFL below 23 or an essay score below 5;
- Any part of the paper-based TOEFL below 57 or an essay score below 5;
- An IELTS overall score below 6.5 or any score below 6.0.

For applicants with one or more parts of the Internet-based TOEFL below 18, one or more parts of the computer-based TOEFL below 18, one or more parts of the paper-based TOEFL below 51, an IELTS band score below 5.5, or any IELTS score below 5, admission is denied or the admission decision is delayed for one term, and the applicant is advised to apply to and enroll with the Applied English Center. The application may be reconsidered when English proficiency has reached a level satisfactory for graduate study as determined by the Applied English Center.

For **KU Medical Center minimum English proficiency** requirements, see www2.kumc.edu/aa/gradstudies/grad_adm.htm.

Exception: The applicant may be provisionally admitted to graduate studies if it can be clearly determined that she or he will be able to perform satisfactorily in one or more graduate-level courses during the first term of enrollment at KU. The applicant's department identifies such course(s) on the Application for Admission. After enrollment, Graduate Division offices verify that the student did indeed enroll in the specified courses, unless it was determined by the Applied English Center that such an enrollment would be beyond the student's ability. The student remains on provisional admission status until he or she has shown satisfactory English proficiency for graduate study as determined by the Applied English Center.

All international students who are not native speakers of English must visit the Applied English Center on arrival for verification of their English language proficiency. Additional

information that may warrant recommending a waiver from these guidelines may be brought to the attention of the Graduate Divisions.

All sponsored international students who have been admitted by graduate degree programs may be admitted provisionally to graduate studies with a postponement of the requirement to submit a TOEFL score. Upon arrival at KU, the sponsored international student must demonstrate his or her English proficiency by the submission of a TOEFL score or by passing a proficiency examination administered by the Applied English Center at KU. After the sponsored international student's English proficiency has been verified to meet requirements, the status of the sponsored international graduate student may be changed from provisional to regular.

Exceptions to the minimum English proficiency requirements are considered on a case-by-case basis.

All students whose first language is not English must be cleared by the Applied English Center before enrolling. Consult the Applied English Center for current requirements.

Degrees

Degrees are awarded three times each year, in August, December, and May. Each academic year's degrees are conferred formally at the annual commencement in May. Degree candidates are not eligible to graduate if the graduate grade-point average is lower than 3.0 on all courses acceptable for graduate credit. A doctoral hooding ceremony is held each May at commencement for those eligible for the degrees of Doctor of Philosophy, Doctor of Audiology, Doctor of Education, Doctor of Engineering, Doctor of Musical Arts, Doctor of Occupational Therapy, and Doctor of Physical Therapy. Only doctoral candidates who have fulfilled all of their degree requirements by the deadline date for graduation in May are allowed to participate in the May doctoral hooding ceremony.

Students who are working toward two degrees must complete degree requirements for each degree. Course work may not count toward fulfilling degree requirements for more than one degree.

Graduate students may not be awarded an additional KU degree with the same name and degree code as a previously awarded degree from KU. This applies to the completion of different degree tracks, concentrations, and subspecialties within a given degree. This does not prohibit students from earning additional master's or doctoral degrees in another discipline.

Master's Degrees

Traditional Master of Arts and Master of Science degrees are granted, as well as 15 professional master's degrees that have developed out of the arts and science degrees.

Master of Arts and Master of Science. Historically, most of the degrees granted have been the Master of Arts and Master of Science. This fact conforms with the traditional liberal arts background out of which most U.S. graduate schools developed. These degrees require at least one year of full-time graduate work or its equivalent and are generally concentrated in one area or major discipline.

Master of Arts and Master of Science with a Major in Special Studies. For students whose academic and professional goals can best be achieved by interdisciplinary study at the master's level, KU offers the M.A. and M.S. degree programs in special studies. See M.A. and M.S. with a Major in Special Studies under Master's Degree Requirements in this chapter. Specific information on eligibility for admission may be obtained from the Graduate Division offices.

Professional Master's Degrees. A number of professional master's degrees are granted, of which all but one are offered

through the professional schools. These degrees are Master of Science in Education, Master of Accounting, Master of Architecture, Master of Business Administration, Master of Civil Engineering, Master of Construction Management, Master of Engineering, Master of Fine Arts, Master of Health Services Administration, Master of Music, Master of Music Education, Master of Occupational Therapy, Master of Public Administration, Master of Public Health, Master of Urban Planning, and Master of Social Work. Most require considerably more hours of credit than the M.A. and the M.S., and therefore a longer time, usually a minimum of two academic years, to complete. Consult the chapter pertaining to the appropriate professional school for detailed descriptions of all professional master's programs.

Exceptions: The Master of Public Administration is administered by the Department of Public Administration, listed in the College of Liberal Arts and Sciences chapter. The Master of Public Health is administered by the Department of Preventive Medicine and Public Health, and the Master of Health Services Administration is administered by the Department of Health Policy and Management. Both are listed in the School of Medicine chapter.

Combined Degrees. Several combined degrees are granted in programs meeting the requirements of the graduate master's or doctoral degree and the professional post-baccalaureate degree. Approved programs include those for the degrees of M.A. or M.S. in basic medical science fields with the M.D.; M.A. with a major in American studies with M.U.P.; M.A. with a major in geography with M.U.P.; M.A. with a major in East Asian languages and cultures, economics, indigenous nations studies, or philosophy with J.D.; M.B.A., M.H.S.A., M.P.A., M.S. in journalism, or M.U.P. with J.D.; M.B.A. with Master's in Management from ESC Clermont, France; M.B.A. with M.A. in area studies (East Asian languages and cultures; Latin American studies; or Russian, East European, and Eurasian studies); M.B.A. with Pharm.D.; M.H.S.A. with B.S. in health information management; M.P.A. with M.U.P.; M.S. in nursing with M.H.S.A. or M.P.H.; M.D. with M.P.H.; M.D. with M.H.S.A.; and Ph.D. in applied behavioral science with M.P.H.

Master's Degree Programs

Master's degrees are listed below.

School of Allied Health

Master of Arts
 Audiology
 Speech-Language Pathology
 Master of Occupational Therapy
 Master of Science
 Dietetics and Nutrition
 Molecular Biotechnology
 Nurse Anesthesia
 Occupational Therapy

School of Architecture and Urban Planning

Master of Arts
 Architecture
 Master of Architecture
 Master of Science
 Architectural Engineering (with School of Engineering)
 Master of Urban Planning

School of Business

Master of Accounting
 Master of Business Administration
 Master of Science
 Business

School of Education

Master of Arts
 Education
 Master of Science
 Counseling Psychology
 Master of Science in Education

School of Engineering

Master of Civil Engineering
 Master of Construction Management
 Master of Engineering—Aerospace Engineering
 Master of Science
 Aerospace Engineering
 Architectural Engineering (with School of Architecture and Urban Planning)
 Bioengineering
 Chemical Engineering

Civil Engineering
 Computer Engineering
 Computer Science
 Electrical Engineering
 Engineering Management
 Environmental Engineering
 Environmental Science
 Information Technology
 Mechanical Engineering
 Petroleum Engineering
 Water Resources Science

School of Fine Arts

Master of Arts
 Visual Art Education
 Master of Fine Arts
 Art
 Design
 Scenography
 Master of Music
 Master of Music Education
 Music Education
 Music Therapy

School of Journalism and Mass Communications

Master of Science
 Journalism

College of Liberal Arts and Sciences

Master of Arts
 American Studies
 Anthropology
 Applied Behavioral Science
 Audiology
 Biochemistry and Biophysics
 Botany
 Chemistry
 Child Language
 Classics
 Clinical Child Psychology
 Communication Studies
 East Asian Languages and Cultures
 Ecology and Evolutionary Biology
 Economics
 English
 Entomology
 French
 Geography
 Germanic Languages and Literatures
 Gerontology
 History
 History of Art
 Indigenous Nations Studies
 International Studies
 Latin American Studies
 Linguistics
 Mathematics
 Microbiology
 Molecular, Cellular, and Developmental Biology
 Museum Studies
 Philosophy
 Physics
 Political Science
 Psychology
 Religious Studies
 Russian and East European Studies
 Slavic Languages and Literatures
 Sociology
 Spanish
 Speech-Language Pathology
 Theatre and Film
 Master of Fine Arts
 Creative Writing
 Master of Public Administration
 Master of Science
 Chemistry
 Geology
 Physics

School of Medicine

Master of Arts
 Cell Biology and Anatomy
 Microbiology
 Pathology
 Pharmacology
 Master of Health Services Administration
 Master of Public Health
 Master of Science
 Biochemistry and Molecular Biology
 Clinical Research
 Molecular and Integrative Physiology
 Pharmacology
 Toxicology

School of Nursing

Master of Science
 Nursing

School of Pharmacy

Master of Science
 Hospital Pharmacy
 Medicinal Chemistry
 Pharmaceutical Chemistry
 Pharmacology and Toxicology

School of Social Welfare

Master of Social Work

The college and the schools listed above may offer either or both of the degrees Master of Arts and Master of Science with a major in special studies.

Specialist in Education

The degree of Specialist in Education is offered through the School of Education and may be earned as a concentration on the basis of two years of graduate work (which can include an appropriate master's degree or equivalent). Information on this degree, including the concentration in which it may be earned, can be found in the School of Education chapter.

Doctoral Degrees

KU offers seven graduate doctoral degrees: Doctor of Philosophy (Ph.D.), Doctor of Audiology (Au.D.), Doctor of Education (Ed.D.), Doctor of Engineering (D.E.), Doctor of Musical Arts (D.M.A.), Doctor of Occupational Therapy (O.T.D.), and Doctor of Physical Therapy (D.P.T.). The programs that offer these degrees are administered by the several schools and colleges through their departments and Graduate Divisions, from admission through final recommendation for degree award.

General descriptions for each of the doctoral degrees are given here in succinct form to provide convenient comparison of the degrees. Detailed information about requirements for each degree as it is offered in specific disciplines should be obtained from the appropriate college, school, or department listing in this catalog. The requirements there are in addition to the general requirements described in this chapter of the catalog.

Doctor of Philosophy. The degree of Doctor of Philosophy (Ph.D.) is the highest degree offered by the university. It is awarded for mastering a field of scholarship, for learning the methods of investigation appropriate to that field, and for completing a substantial piece of original research. In addition to preparing research specialists, the process of earning a Ph.D. shares certain goals with liberal education: putting order into human experience, fostering a love of learning for its own sake, instilling respect for human values, integrating various human

For detailed requirements for a specific degree, consult the individual program listings.

Two KU graduate programs — special education and city management and urban policy — rank first in the nation, according to U.S. News & World Report's "America's Best Graduate Schools" rankings for 2007.



powers into a process of creation, and making vital, in many fields at least, a sense of history.

Although the courses and research leading to the Ph.D. are necessarily specialized, the attainment of this degree should not be an isolated event in the enterprise of learning. The Ph.D. aspirant is expected to be a well-educated person with a broad base of general knowledge, not only as preparation for more advanced work but also as a means of knowing how the chosen specialty is related to other fields of human thought.

To give depth and breadth to their doctoral programs, many departments require some work in a minor field or at least an articulated selection of extra-departmental courses. Because of the diversity of the fields in which the Ph.D. is offered and the variety of needs and interests of individual students, the degree does not have a specific requirement for a minor. However, the Ph.D. aspirant is encouraged to plan an integrated program, under departmental direction, that includes courses outside the major field.

Ph.D. with a Major in Special Studies. To accommodate the student whose academic and professional goals require a program embracing several disciplines that cannot be obtained through a single, established program, KU offers interdisciplinary special studies doctoral programs. To be eligible for such a program, the student must already have demonstrated academic excellence in graduate studies at KU and must present evidence of basic knowledge in each of the involved disciplines.

For specific admission and implementation procedures, see Ph.D. with a Major in Special Studies under Doctoral Degree Requirements in this chapter.

Doctor of Audiology. The Doctor of Audiology (Au.D.) program prepares students to meet the academic and clinical requirements for the Certificate of Clinical Competence awarded by the American Speech-Language-Hearing Association; it is designed to be completed in four years. Courses include basic science, clinical science, and clinical procedures. Consistent with ASHA certification standards, degree requirements also include the completion of a minimum of 2,000 hours of supervised clinical practicum. Au.D. students also must complete a research project and present the findings at a faculty-student forum. Degree requirements are listed in the School of Allied Health chapter of this catalog.

Doctor of Education. The degree of Doctor of Education (Ed.D.) is a professional degree designed primarily for practitioners in the field of education. Applicants must present evidence of successful experience in professional education. While many of the requirements for the degree closely parallel those for the Ph.D., the degree program—particularly the dissertation—focuses on research concerned with application of existing knowledge rather than on basic research. Specific degree requirements are listed in the School of Education chapter of this catalog.

Doctor of Engineering. The degree of Doctor of Engineering (D.E.) is directed toward the practice of engineering and includes the entire process of technology from planning to product. Candidates for the degree are intimately associated throughout their tenure with technology project teams, generally composed of master's degree candidates and undergraduates.

Doctor of Musical Arts. The degree of Doctor of Musical Arts (D.M.A.) is intended as a recognition of high professional attainment. Since only exceptionally well-qualified candidates are admitted to the program, students are expected to devote their doctoral studies primarily to developing professional qualifications for teaching at the college level. The degree of Doctor of Musical Arts is offered in the specific fields of bassoon; church music (organ or choral conducting emphasis); clarinet; compo-

sition; conducting (band, choral, or orchestral); flute; French horn; oboe; organ; percussion; piano performance, literature, and pedagogy; saxophone; strings; trombone; trumpet; tuba; and voice.

Doctor of Occupational Therapy. The Doctor of Occupational Therapy (O.T.D.) is a professional degree offered by the School of Allied Health. Requirements for admission are listed in the School of Allied Health chapter of this catalog.

Doctor of Physical Therapy. The Doctor of Physical Therapy (D.P.T.) is a professional degree designed primarily for individuals entering physical therapy. Graduates with the D.P.T. may apply for state licensure or registration to practice physical therapy. To be eligible for admission, the student must have a minimum of a baccalaureate degree or its equivalent and have completed all prerequisites. Requirements for admission are listed in the School of Allied Health chapter of this catalog.

Doctoral Degree Programs

Doctoral degrees are listed below.

School of Allied Health

Doctor of Philosophy
Audiology
Rehabilitation Science
Speech-Language Pathology
Therapeutic Science
Doctor of Audiology
Doctor of Occupational Therapy
Doctor of Physical Therapy

School of Architecture and Urban Planning

Doctor of Philosophy
Architecture

School of Business

Doctor of Philosophy
Business

School of Education

Doctor of Education
Doctor of Philosophy
Education
Counseling Psychology

School of Engineering

Doctor of Engineering
Aerospace Engineering
Bioengineering
Civil Engineering
Electrical Engineering
Mechanical Engineering
Doctor of Philosophy
Aerospace Engineering
Chemical and Petroleum Engineering
Civil Engineering
Computer Science
Electrical Engineering
Environmental Engineering
Environmental Science
Mechanical Engineering

School of Fine Arts

Doctor of Musical Arts
Doctor of Philosophy
Music
Music Education

College of Liberal Arts and Sciences

Doctor of Philosophy
American Studies
Anthropology
Audiology
Behavioral Psychology
Biochemistry and Biophysics
Botany
Chemistry
Child Language
Clinical Child Psychology
Communication Studies
Ecology and Evolutionary Biology
Economics
English
Entomology
French
Geography
Geology
Germanic Languages and Literatures

Gerontology
History
History of Art
Linguistics
Mathematics
Microbiology
Molecular, Cellular, and Developmental Biology
Philosophy
Physics
Political Science
Psychology
Public Administration
Slavic Languages and Literatures
Sociology
Spanish
Speech-Language Pathology
Theatre and Film

School of Medicine

Doctor of Philosophy
Biochemistry and Molecular Biology
Cell Biology and Anatomy
Health Policy and Management
Microbiology
Molecular and Integrative Physiology
Pathology
Pharmacology
Toxicology

School of Nursing

Doctor of Philosophy
Nursing

School of Pharmacy

Doctor of Philosophy
Medicinal Chemistry
Neurosciences
Pharmaceutical Chemistry
Pharmacology and Toxicology

School of Social Welfare

Doctor of Philosophy
Social Work

For description of the Ph.D. with a major in special studies, see Doctoral Degree Requirements.

The University of Kansas School of Medicine offers the Doctor of Medicine degree. See www.catalogs.ku.edu/medicine or www.kumc.edu/som for further information.

The University of Kansas School of Law offers the Juris Doctor degree. See the *School of Law Catalog* or www.law.ku.edu for further information.

Graduate Certificate Programs

Eligibility and Admission Criteria

A student admitted for a graduate certificate program must either have regular graduate status as a current KU student or be admitted as a nondegree C graduate student. Students may be admitted to the nondegree C category by presenting evidence of receipt of a baccalaureate degree from an institution with degree requirements substantially equivalent to those at KU. Degree-seeking graduate students admitted to a certificate program must be in good standing (3.0 or higher grade-point average) with their departments. A degree-seeking student currently enrolled in a graduate degree program who wishes to pursue a simultaneous graduate certificate in another department must inform the graduate director/adviser/coordinator in the home department of his or her intent to seek the certificate. A degree-seeking KU graduate student must make known

her or his intent to receive the certificate before completing the certificate program requirements. Graduate certificates are not granted retroactively.

Graduate credit from another institution may not be transferred to a KU graduate certificate program.

The graduate certificate program is not a means of entry into a graduate degree program. If students admitted to the nondegree certificate category are later admitted to a department to work toward a graduate degree, applicable courses taken for the graduate certificate program in the nondegree category may, upon recommendation of the department or program to its Graduate Division and within general guidelines, be approved by the division to be counted toward the degree.

In meeting degree requirements, the total graduate hours earned as a KU nondegree graduate certificate student and graduate hours transferred from another accredited graduate school may not exceed 6 hours (8 hours if the student holds a baccalaureate degree from KU).

As part of the application, a graduate certificate program must set the minimum grade-point average, minimum TOEFL scores, standardized test scores and similar criteria in accordance with policies, regardless of whether certificate courses may be counted toward the related graduate degree program.

Approved Graduate Certificate Programs

An updated list of graduate certificate programs offered at KU may be found at www.rgs.ku.edu.

African Studies, offered by the Department of African and African-American Studies through the Kansas African Studies Center
Brazilian Studies, offered by the Latin American Area Studies Program
Building-level Special Education Leadership, offered by the Department of Special Education
Central American and Mexican Studies, offered by the Latin American Area Studies Program
Collection Conservation, offered by the Museum Studies Program
Community Health and Development, offered by the Department of Applied Behavioral Science
Dietetic Internship, offered by the Department of Dietetics and Nutrition
Family Nurse Practitioner, offered by the School of Nursing
Gerontology, offered by the Gerontology Program
Health Care Informatics, offered by the School of Nursing
Health Professions Educator, offered by the School of Nursing
High-incidence Disabilities Personnel Preparation, offered by the Department of Special Education
Marketing Communication, offered by the School of Journalism and Mass Communications (KU Edwards Campus)
Nurse Midwifery, offered by the School of Nursing
Organization and Leadership, offered by the School of Nursing
Outcomes Management and Research, an interdisciplinary certificate program administered by the Department of Health Policy and Management
Peace and Conflict Studies, an interdisciplinary certificate program administered by the Humanities and Western Civilization Program
Psychiatric Mental Health, offered by the School of Nursing
Public Health Nursing, offered by the School of Nursing
Women's Studies, an interdisciplinary certificate program administered by the Women's Studies Program

Master's Degree Requirements

This section gives the general and common requirements for the traditional degrees of Master of Arts and Master of Science. The school and college chapters of this catalog give specific requirements for these degrees in the programs they offer. Schools list requirements for the professional master's degrees they offer.

Most health sciences programs of the University of Kansas are offered at the KU Medical Center in Kansas City.

KU is one of only 19 public colleges and universities to make the Best Buys of 2007 list in the Fiske Guide to Colleges. In the Fiske Guide, which rates "the best and most interesting" U.S. colleges and universities, KU scores four out of five stars in academics, quality of life, and social life.

Program Time Constraints

Master's degree students are allowed seven years for completion of all degree requirements. Normal expectations, however, are that most master's degrees (excluding some professional terminal degrees) should be completed in two years of full-time study. In cases in which compelling reasons or circumstances recommend a one-year extension, the Graduate Division, on recommendation of the department/committee, has authority to grant the extension. In cases where more than eight years are requested, the appropriate appeals body of the school or division considers petitions for further extensions and, where evidence of continuous progress, currency of knowledge, and other reasons are compelling, may grant them. Some departments may have more stringent rulings about time restrictions. Students should ask about the policy in effect in the department in which they plan to study.

M.A. and M.S. Degrees

A Master of Arts or a Master of Science degree requires at least one year of graduate work or its equivalent. Stated in terms of hours of credit, the standard master's program requires 30 hours, though some degrees, especially in professional areas, may require as many as 36 or 40 or more. With permission of the department (or in the case of interdepartmental programs, permission of the joint program committee) and of the Graduate Division, it is sometimes possible to complete a 30-hour master's degree with as few as 24 hours if the student enters the program especially well prepared and maintains a superior grade-point average. Work for a master's degree is concentrated in the major area, with only a minimal amount of work (usually no more than 6 hours) that is completed at KU permitted outside the major department. Each master's program must contain a research component, represented either by a thesis (usually for 6 hours of credit) or by an equivalent enrollment in research, independent investigation, or seminars. Within these requirements and well-founded practices, departmental master's programs may be flexible enough to meet the particular needs of individual students.

In a few cases, the degree is offered through two schools and administered by joint committees from the two faculties. The Master of Arts degree in speech-language pathology and the Master of Arts degree in audiology are administered by an intercampus committee drawn from the Department of Speech-Language-Hearing: Sciences and Disorders in Lawrence and from the Department of Hearing and Speech of the School of Allied Health in Kansas City.

A final general examination in the major subject is required of all candidates for the Master of Arts or Master of Science. The degree program and the Graduate Division should ascertain that the graduate student is in good academic standing (3.0 or higher grade-point average) before scheduling the final general examination. At the option of the department, this examination may be oral or written, or partly oral and partly written. In some departments, passing a written examination is a necessary preliminary to taking the oral examination by which success or failure is judged. Master's examinations are administered by a committee of at least three members of the Graduate Faculty. The examination is held during the semester of the student's final enrollment in course work and (in thesis programs) when the thesis has been substantially completed. The department's request to schedule the general examination must be made on or before the date set by the Graduate Division, normally a minimum of two weeks before the examination date. In thesis programs, a thesis defense may be a part of the degree requirements. However, such a defense does not take the place of the required general examination in the major field. Students earn-

ing a master's thesis degree must have completed at least one hour of thesis enrollment before the master's degree may be awarded. See www.graduate.ku.edu/~etd for information and requirements for submitting the thesis electronically.

All graduate students enrolled in master's graduate programs must be enrolled the semester they complete master's degree requirements. Master's students who complete degree requirements during the first week of summer session or within the first two weeks of the fall or spring semester are not required to be enrolled for that term unless they were not enrolled during the previous semester.

M.A. and M.S. with a Major in Special Studies

Only superior students admitted and enrolled in a graduate program at KU whose proposed studies require direction not available in any single department are considered for admission to a special studies program. Before seeking acceptance, an applicant must assemble a graduate faculty advisory committee headed by a faculty member authorized to direct doctoral research and dissertations and prepare, in conjunction with the committee, a proposal for the course of study. The proposal must provide a rationale for the particular mix of disciplines, demonstrating how each contributes to a central theme or focus. It must also show that the proposed program cannot be achieved through an established master's program.

The proposal is submitted for approval to the Graduate Division of the school or college housing the proposed program. If the proposed program involves substantial contributions from more than one school or college, it must be submitted for approval to the Graduate Division of each. If the proposal is accepted, the student may pursue the program, subject only to the degree requirements specified therein and the general requirements. Specific information may be obtained from Graduate Division offices.

Combined Medical and Master's Degrees

Graduate students in the basic medical science departments in the School of Medicine are enrolled, for the most part, only in graduate programs. Outstanding medical students, however, are allowed to participate in work leading jointly to the M.D. degree and a graduate degree. A student admitted to both schools may enroll concurrently in courses in the respective schools, provided the regular medical course load is reduced to compensate for the added graduate work. The student should discuss concurrent enrollment with the chair or graduate adviser of the basic science department; departmental policies vary. All requirements for the degrees must be met, but within these limitations, superior students may be able to complete the joint degree program in less time than the total required for the two degrees to be earned separately. For the master's degree, a student must complete graduate work equivalent to at least one academic year in addition to the time spent on the medical curriculum. A structured joint degree program between the M.D. and Master of Public Health is offered.

Doctoral Degree Requirements

The sections immediately following list the general and common requirements for doctoral degrees. Specific degree requirements, including requirements for the professional doctoral degrees, set by specific departments, programs, and schools, appear in the sections of the catalog devoted to those units.

Doctor of Philosophy

This section lists KU regulations common to the administration of all doctoral programs. The particular application, interpretation, or method of implementation of such a common element

for individual degree programs and departments is, in certain cases, left to the faculty of the department or the degree program (e.g., Research Skills). Additional requirements specific to each degree, along with variations permitting each student to achieve particular academic goals, are listed in the chapter of this catalog for the school through which the degree program is offered.

When a department or program requests its Graduate Division to schedule a comprehensive oral examination or a final oral examination for a student, it must report on the student's completion of both the general requirements and the specific requirements of the degree program, department, and school. The degree program and Graduate Division should ascertain that the graduate student is in good academic standing (3.0 or higher grade-point average) before scheduling a comprehensive oral examination or a final oral examination.

Doctoral students completing all their degree requirements within the first week of summer session or within the first two weeks of the fall or spring semester are not required to be enrolled for that term.

1. Application and Admission. A student who seeks admission to a doctoral program must apply to the graduate degree program and school offering the desired degree. Upon admission, the student is known as an aspirant for the degree and remains so designated until successful completion of the comprehensive oral examination. After passing that examination, the student is designated a candidate for the degree.

2. Program Time Constraints. *Minimum Tenure:* The student must spend three full academic years, or the bona fide equivalent thereof, in resident study at this or some other approved university, including the time spent in attaining the master's degree. Resident study at less than full time requires a correspondingly longer period, but the requirement is not measured merely in hours of enrollment. Because a minimum number of hours for the degree is not prescribed, no transfer of credit is appropriate. However, graduate degree programs take relevant prior graduate work into consideration in setting up programs of study leading to the doctorate.

Residence Requirement: Two semesters, which may include one summer session, must be spent in resident study at KU. During this period, the student must be involved full time in academic or professional pursuits, which may include an appointment for teaching or research if it is directed specifically toward degree objectives. Enrollment in approved distance-learning courses offered through KU cannot be used to meet the doctoral residency requirement. The student must be enrolled in a minimum of 6 credit hours per semester, and the increased research involvement must be fully supported and documented by the dissertation supervisor as contributing to the student's dissertation or program objectives. Research must be performed under the direct supervision of the major adviser if on campus, or with adequate liaison if off campus.

Note: These are minimum residence requirements. Please check with the Graduate Division of your school or college for any additional requirements.

Maximum Tenure: After being admitted to doctoral programs at KU, students complete all degree requirements in eight years. In cases in which compelling circumstances recommend a one-

year extension, the Graduate Division has authority to grant the extension on the written advice of the department and dissertation committee. Students who complete the master's degree at KU and subsequently begin doctoral studies have a maximum total enrolled time of 10 years to complete both degrees. Normal expectations, however, are that most master's degrees (excluding some professional terminal degrees) should be completed in two years of full-time study, and both master's and doctorate in six years of full-time study. Some graduate degree programs may have more stringent time restrictions. Students should inquire about the policy in effect in the department in which they plan to study.

A student in any of the above categories may petition the Graduate Division through the department for a leave of absence during either the pre- or post-comprehensive period to pursue full-time professional activities related to the doctoral program and long-range professional goals. Leaves of absence also may be granted because of illness or other emergency. Ordinarily a leave of absence is granted for one year, with the possibility of extension upon request. After an absence of five years, however, a doctoral aspirant or candidate loses status as such and must apply for readmission to the program and the Graduate Division.

3. Research Skills. Specific research skills requirements vary with graduate degree programs, but all reflect the expectation of a significant research skill component distinct from, but strongly supportive of, the dissertation. Traditionally, a reading knowledge of two foreign (non-English) languages, a demonstrated competence in reading, writing, and speaking in one foreign language, or a reading knowledge of one foreign language and demonstrated proficiency in some other research skill, such as computer science, has been required. However, to fit research training to the needs of the individual student, some programs have found it appropriate to regard as research skills formal training in ancillary areas or within a broad spectrum of skills. A statement concerning research skills should appear in each departmental or program section of this catalog and in any graduate study guides issued by departments, programs, or schools.

When the aspirant has met the requirements for research skills recommended by the program and approved by the school, the program must report this fact to the Graduate Division on the appropriate form, certifying that the student is prepared to proceed to the comprehensive oral examination. If a program requires research skills that are tested separately from the program, completion of each requirement should be reported immediately to the Graduate Division so that it may be recorded on the student's permanent record.

Because foreign language and computer science competences are the most commonly used research skills requirements, the formal procedures that have been established for demonstration of these competences are listed here for guidance.

Foreign Language: An aspirant who wishes to demonstrate a reading knowledge of a foreign language ordinarily may do so in one of two ways: (1) pass a language examination devised and administered by the student's own department in consultation with the appropriate KU language department or (2) com-

It is each graduate student's responsibility to know and observe all regulations and procedures relating to the graduate degree program the student is pursuing. See Student Responsibilities on page 27.

The Princeton Review's "America's Best Value Colleges" has named the University of Kansas one of the country's best education values. KU was selected for its outstanding academics, low to moderate tuition and fees, and generous financial aid packages.

plete DANE 101, DTCH 101, FREN 100, GERM 101, ITAL 100, RUSS 101, or SPAN 100 with a grade of C or higher, or LAT 101 with a grade of B or higher. If some other language is proposed, arrangements should be made through the major or departmental adviser with the appropriate language department or competent testing authority. Some graduate degree programs accept as evidence of language competence the certification of a graduate student by a qualified KU professor in a given language at the fourth level of competence in reading, comprehension, and speaking or accept 16 hours in a single language taken at this or another university as a graduate or undergraduate student. Requirements for demonstrating competence in reading, writing, and speaking one foreign language are set by the language departments. The student should ask these departments for further information and advice. In all cases, the Graduate Division should be notified which method each student has used to satisfy this requirement.

A student whose native language is not English may use the native language to fulfill the language requirement only if the language is considered an adequate research tool for the program.

Computer Science: To establish competence in computer science, a student must (a) demonstrate proficiency in a commonly used programming language and (b) create at least one original program on a problem that is certified by the graduate degree program as important and relevant to the field of study.

As specified by the graduate degree program, requirement (a) may be met by passing an examination developed and administered by the Department of Electrical Engineering and Computer Science or by satisfactorily completing an appropriate course in computer science. In consultation with the department, the Department of Electrical Engineering and Computer Science provides certification of requirement (b).

4. Comprehensive Oral Examination. When a doctoral aspirant has completed the major portion of the course work at a level satisfactory to the graduate degree program and school and met all other program, school, and general requirements prerequisite to the comprehensive oral examination, including the research skills requirement as appropriately applied and established for the student's particular program, the degree program must request the Graduate Division of its school to schedule the comprehensive oral examination. It should be determined that the student is in good academic standing (3.0 or higher grade-point average) before scheduling the examination. The examination request must be submitted in advance of the examination date by at least the period specified by the Graduate Division, normally a minimum of two weeks. The Graduate Division ascertains whether all pertinent requirements have been satisfied and if reports of any previously scheduled comprehensive oral examinations have been properly submitted and recorded.

The committee for the comprehensive oral examination must consist of at least five members, all of whom must be members of the Graduate Faculty. Its members are appointed by the Graduate Division of the school or college on the basis of nominations submitted by the graduate degree program. At least one

member must be from a department other than the aspirant's major department. This member represents Graduate Studies and must be a regular member of the Graduate Faculty. The Graduate Studies representative is a voting member of the committee, has full right to participate in the examination, and reports any unsatisfactory or irregular aspects of the examination to the committee chair, department chair, Graduate Division, and Graduate Studies. The examination may be scheduled provided that at least five months have elapsed from the time of the aspirant's first enrollment at KU.

The comprehensive oral examination covers the major field and any extradepartmental work for which the program wishes to hold the aspirant responsible. For every scheduled examination, the degree program reports a grade of Honors, Satisfactory, or Unsatisfactory. If the aspirant receives a grade of Unsatisfactory on the comprehensive oral examination, it may be repeated on the recommendation of the degree program, but under no circumstances may it be taken more than three times. In any case, the examination may not be repeated until at least 90 days have elapsed since the last unsuccessful attempt.

5. Candidacy. Dissertation Committee: Upon passing the comprehensive oral examination, the aspirant becomes a candidate for the doctorate. If it has not begun before, the traditional, close student-mentor apprenticeship relationship comes into being. The student is expected to learn by both precept and example of the mentor, and often in collaboration. The chosen field of scholarship is explored using acquired research tools. The principles and customs of academic inquiry and the codes of ethics traditional to the various disciplines and professional fields become part of the student's thinking and working.

When the student passes the comprehensive oral examination, the Graduate Division of the appropriate school designates the candidate's dissertation committee based on the recommendations of the candidate's major department. The dissertation committee must consist of at least three members and may include members from other departments and divisions or, on occasion, members from outside the university. All members of the committee must be chosen from the Graduate Faculty, and the chair must, in addition, be authorized to chair doctoral dissertations. A prospective member of the committee from outside the university must have gained appointment as an *Ad hoc* member of the Graduate Faculty before appointment to the committee.

Post-comprehensive Enrollment: After passing the comprehensive oral examination for a doctoral degree, the candidate must be continuously enrolled, including summer sessions, until all requirements for the degree are completed, and each enrollment must reflect as accurately as possible the candidate's demands on faculty time and university facilities. During this time, until all requirements for the degree are completed (including the filing of the dissertation) or until 18 post-comprehensive hours have been completed (whichever comes first), the candidate must enroll for a minimum of 6 hours a semester and 3 hours a summer session.

Post-comprehensive enrollment may include enrollment during the semester or summer session in which the comprehensive

Course offerings for each semester are listed in the online Schedule of Classes at www.registrar.ku.edu.

The first chapters of Phi Beta Kappa and Sigma Xi west of the Mississippi were chartered at KU. KU ranks 20th among public universities in size of endowment per student.

oral examination has been passed. If after 18 hours of post-comprehensive enrollment the degree is not completed, the candidate must continue to enroll each semester and each summer session until all degree requirements have been met. The number of hours of each enrollment must be determined by the candidate's adviser and must reflect as accurately as possible the candidate's demands on faculty time and university facilities.

6. Dissertation. The candidate must present a dissertation showing the planning, conduct, and results of original research and scholarly creativity. The purpose of the dissertation is to encourage and ensure the development of broad intellectual capabilities as well as to demonstrate an intensive focus on a problem or research area. The dissertation itself should be an evident product of the candidate's growth and attainment of the ability to identify significant problems; organize, analyze, and communicate scholarly results; and bring to bear on a useful area of interest a variety of research skills and scholarly or creative processes. It must show some original accomplishment, but it should also demonstrate without doubt the candidate's potential to make future contributions to knowledge and understanding.

The dissertation is to be a coherent scholarly work, not a collage of separate, distinct pieces. Its unity of theme and treatment may still accommodate several subtopics by demonstrating their relationships and interactions. If previously published material by other authors is included in the dissertation, it must be quoted and documented. It should be noted that prior publication does not guarantee acceptance of the dissertation by the dissertation committee. Final acceptance of the dissertation is subject to the approval of the dissertation committee. The dissertation—or one or more substantial portions of it, often rewritten—is expected to be publishable and indeed to be published (see Dissertation Submission and Publication section).

Both the dissertation research and the dissertation itself are to be completed under the guidance and direction of the committee appointed as described above. Instructions about the proper form of the dissertation may be obtained from the KU graduate Web site or from the Graduate Division of each program. Candidates and faculty members are reminded that the dissertation is to be a coherent, logically organized scholarly document. Because the demands and practices of different disciplines are varied, the format is somewhat flexibly described, and moderate departures from the norm are allowed when justified by the nature of the work or the circumstances of presentation. Any substantial divergences must be approved in advance as prescribed by the instructions, and candidates and faculty members are urged to seek early approval to avoid last-minute disappointments over unacceptable format or reproduction.

7. Final Oral Examination. Completion of the dissertation is the culminating academic phase of a doctoral program, climaxed by the final oral examination and defense of the dissertation. In all but the rarest cases, tentative approval of the dissertation is followed promptly by the final oral examination, and the examination is followed promptly by the electronic submission of the approved dissertation. A title page and acceptance page with original signatures, along with the electronic submission fee (and copyright fee if applicable) should be submitted to the appropriate Graduate Division as well.

When the completed dissertation has been accepted by the committee in final draft form, and all other degree requirements have been satisfied, the chair of the committee requests the Graduate Division to schedule the final oral examination. This request must be made in advance of the desired examination by at least the period specified by the Graduate Division (normally at least three weeks). The submission of the request must allow sufficient time to publicize the examination so that interested

members of the university community may attend. At least five months must elapse between the successful completion of the comprehensive oral examination and the date of the final oral examination.

The committee for the final oral examination must consist of at least five members (the members of the dissertation committee plus other members of the Graduate Faculty recommended by the committee chair and the department and appointed by the Graduate Division). At least one member must be from a department other than the major department. This member represents Graduate Studies and must be a regular member of the Graduate Faculty. Before the examination, the Graduate Division provides a list of responsibilities to the Graduate Studies representative. The Graduate Studies representative is a voting member of the committee, has full right to participate in the examination, and provides a written report on any unsatisfactory or irregular aspects of the examination to the committee chair, department chair, Graduate Division, and Graduate Studies. The Graduate Division ascertains whether all other degree requirements have been met and if reports of any previously scheduled final oral examinations have been submitted and recorded. Upon approval of the request, the final oral examination is scheduled at the time and place designated by the Graduate Division. This information must be published in a news medium as prescribed by the Graduate Faculty. Interested members of the university community are encouraged to attend these examinations.

For every scheduled final oral examination, the department reports to the Graduate Division a grade of Honors, Satisfactory, or Unsatisfactory for the candidate's performance. If an Unsatisfactory grade is reported, the candidate may be allowed to repeat the examination on the recommendation of the department.

8. Dissertation Submission and Publication. When the final oral examination has been passed and the dissertation has been signed by the members of the dissertation committee, a title page and acceptance page with original signatures, along with appropriate fees, are to be delivered to the Graduate Division so that completion of degree requirements may be officially certified. In addition, the candidate must arrange publication of the dissertation, through the electronic submission process found at www.graduate.ku.edu/~etd.

The student must be the author of the dissertation, and every publication from it naturally must indicate that authorship. However, practices vary among disciplines, and even among scholars in a given field, as to whether the mentor's name may appear as a co-author and whether as senior or junior, on the published dissertation, usually revised, or on articles prepared from it. Clear understandings in individual cases are expected to derive from the apprenticeship period, when the inculcation of ethical practices in the student best results from their regular application by the mentor.

Ph.D. with a Major in Special Studies

The student seeking to enter the special studies program must have an outstanding academic record (a grade-point average of 3.75 or higher on a 4.0 scale for graduate courses or a grade-point average of 3.5 or higher on a 4.0 scale for undergraduate courses if no graduate courses have been taken) and must be admitted to and enrolled in a graduate program at KU at the time of application. A graduate student who has failed to maintain the required grade-point average is not eligible for the special studies program. A student is not eligible for this program if he or she has tried and failed to achieve candidacy in a regular graduate department or program at KU.

The student is expected to assume the initiative in determining his or her potential eligibility through consultation with

graduate advisers and, if deemed eligible, in forming an advisory committee and preparing documentation to support the application.

Preadmission Procedures. To enter the program, a student should

1. Determine that KU offers courses and research in the areas appropriate to the student's interest.

2. Prepare a tentative study plan based on those offerings to serve as a basis for initial discussion.

3. Approach a professor whose interests are comparable to those of the student and request that he or she act as adviser. Normally this professor is a faculty member of the program of principal interest to the student. It is essential that this program be one that grants doctorates and that the selected professor be authorized to chair doctoral dissertation committees.

4. After a professor agrees to serve as adviser, the student should assemble an advisory committee of at least three additional professors representing the disciplines covered in the special program. At least two disciplines or departments must be represented.

5. In conjunction with the adviser and the committee, the student prepares a proposal for study, including

(a) A statement, with supporting documentation, that the proposed special studies Ph.D. cannot be accomplished through established programs.

(b) A definition of the field of study incorporating in a consistent way a description of the contribution of each included discipline to the broader field.

(c) An outline of the course of study, indicating substantive work in the fields represented. Readings courses and independent study do not substitute for regular courses.

(d) A description of the method for satisfying research skills requirements.

(e) A description of the comprehensive examination procedures (nature of the examinations and possible examining committee).

(f) A description, to the extent possible, of the nature of the field in which a dissertation might be written, indicating the respective contributions of the selected disciplines to the final product.

(g) Attach the following: (i) complete transcripts of all previous work, (ii) a cover sheet, signed by committee members, indicating their support of the proposal, (iii) letters of recommendation and other appropriate supporting documents.

Note: Diplomas and transcripts indicate the degree awarded as "Ph.D. in Special Studies" and do not specify the area of specialization.

Admission and Review Procedure. Upon completion of the above, the student must present the application for admission to the special studies program. At that time, a review committee is appointed, consisting of (a) dean(s) or director(s) of graduate studies or their designates for the school(s) involved in the interdisciplinary undertaking and (b) two or more doctoral chairing faculty members from unrelated fields who are members of the Graduate Council, at least one of whom must represent a discipline not involved in the special studies program under consideration. The committee reviews the documents and may, if necessary, interview the student and the adviser for clarification and additional information or to discuss suggested revisions to the proposal.

Approved Program Implementation. Upon acceptance of the proposal and admission to the special program, the student is admitted to the school of the major adviser to facilitate record keeping and to provide a central administrative office. The director of graduate studies of that school must enroll the student and monitor the program and, along with the major adviser, must make periodic reports to Graduate Studies on the student's progress. These reports are distributed to the directors of other involved programs along with a request to supply any additional information regarding the student's performance. Proposals for major deviations from the approved course of study must be submitted for review by Graduate Studies and by the graduate studies office(s) of the involved school(s). It is understood that no additional requirements unique to traditional graduate programs of the involved school(s) or departments may be imposed unless stated explicitly in the approved study plan.

All basic rules and requirements for the Doctor of Philosophy degree apply to special studies doctoral programs. These include program time constraints, residence requirement, post-comprehensive enrollment, final oral examination, dissertation submission and publication, grade-point average, etc. (See Doctoral Degree Requirements, Doctor of Philosophy, in this chapter of the catalog.)

Combined Medical and Doctoral Degrees

Outstanding students who are qualified to do so may participate concurrently in work leading to the medical degree and the Ph.D.

Credit hours obtained in the medical curriculum cannot be transferred as graduate credit hours toward the requirements for the Ph.D. degree, although recognition of satisfactory performance in appropriate medical courses may be given by the involved basic medical science department when formulating the student's additional graduate curriculum for the Ph.D. All the requirements for the respective degrees must be met.

Special Sessions and Programs

Graduate Work in the Summer Session

Graduate students in the summer session are subject to the same scholastic requirements as during the regular academic year. Students desiring graduate credit for summer work must enroll. Attendance at four summer sessions, each one-half a semester in length, is considered the equivalent of one year for the purpose of satisfying the minimum requirement for a master's degree.

Extramural (Off-campus) Graduate Study

With the approval of the Graduate Council, off-campus centers may be established to permit students to work for graduate residence credit (credit that counts toward a graduate degree). Extramural centers must meet established criteria for faculty, students, programs, resources (library and laboratory, etc.), and administration. Centers for extramural programs have been approved in Asolo, Italy (business); the U.S. Army Command and General Staff College at Fort Leavenworth (journalism); the KU Public Management Center at Topeka (public administration and civil engineering); and the KU Edwards Campus for graduate studies generally in the Kansas City area. Write to KU's Edwards Campus, 12600 Quivira Rd., Overland Park, KS 66213-2402, (785) 864-8400 or (913) 897-8400. Residence credit courses (education and applied behavioral science) are offered in the Leavenworth public school system, although it is not fully recognized as a center.

The Schiefelbusch Institute for Life Span Studies coordinates KU extramural programs at the Kansas Mental Retardation and Developmental Disabilities Research Center at Parsons State Hospital and Training Center in Parsons, Kansas. These programs are offered by the School of Education, the Department of Applied Behavioral Science, and the Intercampus Program in Communicative Disorders.

Admission. All students who enroll in off-campus graduate study and expect to receive graduate credit must gain admission to KU through the appropriate program and Graduate Division. If the student is not already admitted, the admission process should preferably be initiated at least six weeks before enrollment, by submission of a completed application form, accompanied by transcripts and other required documents. Application is made to the program in which a graduate degree is desired or, if no degree is desired, to the Graduate Division in which special interest is held. A baccalaureate degree from a regionally accredited college or university is required.

It is sometimes possible to gain limited admission through a simplified procedure whereby students fill out an application form and present evidence of holding the baccalaureate. Students so admitted are placed in a special, nondegree category. If the student decides to work toward a graduate degree, only a limited number of hours taken in this category may be approved to apply toward the KU degree.

If admission was not gained at the time of first enrollment, the student may be permitted to enroll in a special undergraduate category. However, the graduate admission process should be started immediately since, if the student is not officially admitted by the deadline of the individual Graduate Divisions (or, if no deadline is set, before the end of the course), credit is recorded as undergraduate. Graduate status may not be awarded retroactively for course work after a semester has ended or after completion of a distance-learning course. For courses of short duration (less than one semester), early admission is particularly urgent. Being permitted to enroll in a graduate-level course without first being admitted as a graduate student does not guarantee admission to graduate status.

Criteria for admission and categories of admission are described under Admission in this chapter.

Continuing Education Classes and Centers

A student who has a baccalaureate degree and wishes to take graduate courses but not to earn a graduate degree may enroll as a special graduate student in continuing education courses. Many of these may be approved for graduate credit. A student admitted for graduate work under special, nondegree status who subsequently decides to seek a graduate degree may apply for admission as a regular student. The major department makes a recommendation concerning which, if any, of the continuing education courses already completed may count toward an advanced degree. Transferred credit and graduate continuing education credit including distance-learning courses (limited to KU) together may not exceed 6 hours (8 hours if the student holds a baccalaureate degree from KU), and they must not be the last hours required for the degree.

No distance-learning courses or continuing education credit earned elsewhere may be transferred to a student's record to count toward an advanced degree. Enrollment in approved distance-learning courses offered through KU cannot be used to fulfill the doctoral residency requirement. For maximum combined distance-learning courses and transferred credits, see Credit by Transfer in this chapter of the catalog.

Independent Study/Distance Learning

Independent study may refer to course work taken through Continuing Education or to campus course work independently pursued. No graduate credit is given for Continuing Education Independent Study courses outside of those approved and offered by KU under these distance-education guidelines: Distance learning courses (Internet, interactive television, video, continuing education courses, and others) may be offered for graduate credit only if they are assigned a line number, taught by a member of the KU graduate faculty, approved by the dean

of the school or college offering the course, and confirmed by the dean of Graduate Studies.

Interinstitutional Programs and Studies

KU participates in a range of graduate programs involving interinstitutional cooperation in the state, in the region, and with other countries.

- A cooperative doctoral program is offered in geology with Kansas State University.
- A cooperative master's program is offered in civil engineering with Kansas State University.
- By joint agreement with the Kansas Board of Regents and the Board of Curators of the University of Missouri, students from one state may enroll in certain selected degree programs in the other state at resident fee rates.
- The Intersearch Degree of Doctor of Philosophy is offered jointly by KU and the Victorian College of Pharmacy, Melbourne, Australia.

For details, see the appropriate chapters of this catalog and the departments and Graduate Divisions.

International Programs

Lawrence. International Programs, www.international.ku.edu, coordinates international activities on the Lawrence campus, working with area studies centers, professional schools, and other units to provide enriched international opportunities for faculty and students. It helps faculty seek external funding for international projects and administers grants and fellowships for graduate students and faculty. It develops programs for international visitors and outreach initiatives aimed at increasing global awareness and cross-cultural expertise among members of the university, the business community, and the general public. The office actively cooperates with state agencies, community organizations, schools, the private sector, and other groups in the community and region that have international interests. The following units report to this office: the Applied English Center, which is responsible for instruction and certification in English as a second language; the Office of Study Abroad, which organizes study abroad for KU students; and the Office of International Student and Scholar Services, which provides nonacademic advising and handles immigration matters for international students.

KU offers Direct Exchange Scholarship programs and other opportunities for study and research (including, where appropriate, foreign language study) at foreign universities through formal agreements. Agreements are now in place with these institutions:

University of Costa Rica (Costa Rica)
 Université de Franche-Comté, Besançon (France)
 Gornyi Institute, St. Petersburg University (Russia)
 University of Santiago de Compostela (Spain)
 Ivan Franko University, L'viv (Ukraine)

Individual departments, especially foreign language departments, also conduct summer sessions abroad in which KU resident graduate credit may be earned. For information, call or write the Office of Study Abroad, Lippincott Hall, 1410 Jayhawk Blvd., Room 108, Lawrence, KS 66045-7515, (785) 864-3742.

For information on the above, as well as Fulbright and Boren Graduate Fellowships or other funded opportunities for overseas graduate study and research, consult departments or International Programs, www.international.ku.edu.

Persons with disabilities can receive assistance from Disability Resources, Strong Hall, 1450 Jayhawk Blvd., Room 22, Lawrence, KS 66045-7535, (785) 864-2620 (Voice/TTY).

Information and certification services for eligible veterans and their dependents are available in 151 Strong Hall in Lawrence and 3001 Student Center on the KU Medical Center campus.



Information about business studies in Asolo, Italy, through the Consortium of Universities for International Business Studies in Italy is available from the School of Business, 1300 Sunnyside Ave., Lawrence, KS 66045-7585, (785) 864-7576, ItalyCIMBA@ku.edu.

KU Medical Center International Programs. International Programs, under the direction of the Vice Chancellor for Academic Affairs, coordinates and facilitates international activities, handles all immigration matters for KU Medical Center, and offers English as a Second Language classes. The office promotes the exchange of students, residents, and faculty members; sponsors international activities on campus; and handles exchange agreements between KU and international medical schools. Active programs link KU Medical Center with Australia, Costa Rica, Ecuador, Germany, Guatemala, India, Ireland, the Netherlands, New Zealand, Paraguay, South Africa, Spain, Swaziland, Tanzania, the United Kingdom, and Vietnam.

General Regulations

Course Numbering System

Courses that may give graduate credit are numbered according to the following scheme:

Courses numbered 500-699 are designed primarily for juniors and seniors, but are also taken by some graduate students who have fewer than 30 hours of graduate credit.

Courses numbered 700-799 are designed primarily for graduate students who have fewer than 30 hours of graduate credit, but they are also taken by some undergraduates.

Courses numbered 800-899 are designed primarily for graduate students who have fewer than 30 hours of graduate credit.

Courses numbered 900-999 are designed primarily for graduate students who have 30 or more hours of graduate credit.

Courses that contain a mixture of undergraduate and graduate students should set requirements for graduate credit beyond or different from the requirements for undergraduate credit. No course, regardless of its number, can give graduate credit unless it has been approved for graduate credit by the appropriate Graduate Division and is taught by a person holding a current appointment to the Graduate Faculty.

Undergraduates who enroll in graduate-level courses (numbered 700 through 999) pay tuition at the graduate rate. Graduate students who enroll in undergraduate-level courses (numbered 000 through 499) pay tuition at the undergraduate rate.

Credit by Examination

Credit by examination is not accepted toward graduate degrees.

Credit by Transfer

Six hours of graduate credit (but not distance-learning courses) taken at a regionally accredited graduate school may be transferred and applied to a program leading to one of the master's degrees, if the transfer has the approval of the major department and the appropriate school. Eight hours may be approved for transfer if the student holds a baccalaureate degree from KU. Transferred credit and graduate continuing education credit including distance-learning courses (limited to KU courses) together may not exceed 6 hours—or 8 hours if the condition just indicated is met—and they must not be the last hours required for the degree. Only work graded B (3.0 on a 4.0 scale) or higher may be transferred. Courses that have been graded B– do not transfer. KU does not accept transfer credit from other institutions for graduate-level courses completed in institutes and workshops or given for life/work experience.

No courses taken for undergraduate or post-baccalaureate (nongraduate) credit either at KU or elsewhere may be transferred to KU to count toward an advanced degree.

Courses that were counted toward the requirements for a graduate degree, completed either at KU or at another institution, may not be used toward the requirements for an additional advanced degree at KU.

No credit is actually transferred toward the doctorate, but departments take relevant prior graduate work into consideration in setting up programs of study.

Enrollment

The normal full-time enrollment for a graduate student is 9 credit hours per semester or 6 hours per summer session. Students are not normally permitted to enroll for more than 16 hours a semester or more than 8 hours in summer session. (See 5. Candidacy under Doctoral Degree Requirements, Doctor of Philosophy, in this chapter of the catalog.) If a student is on the staff, the hours of enrollment should be limited accordingly—usually to no more than 10 hours for a half-time or 6 hours for a full-time staff member. The enrollment of those with foreign student (F-1) visas must conform to the minimum established by the regulations of the Immigration and Naturalization Service. International students must conform to residence requirements, even if the minimal enrollments of the INS are lower.

Note: Students should check with their graduate degree programs to determine if the program has additional enrollment requirements.

Online Enrollment. The Office of the University Registrar offers enrollment online. KU Enroll & Pay offers enrollment assistance in Lawrence, at KU Medical Center, and on the KU Edwards Campus in person, by telephone, and online. For current information and procedures, see www.registrar.ku.edu/enrollment.

Full-time Student Classification and Residence Requirement.

The following student loads for course work and/or appointments at KU for teaching or research represent full-time graduate student status for degree-seeking students for purposes of qualifying for fellowship tenure, student loan deferment, and similar certification, and for meeting residence requirements for doctoral degrees. (These are minimum residence requirements. Please check with the Graduate Division of your school or college for additional requirements.) Those on foreign student (F-1) visas holding assistantships must meet INS requirements. See Enrollment, above.

9 credit hours
6 credit hours and half-time teaching or research at KU

These figures are the minimum number of credit hours a student may carry and still be certified full time. A student may enroll for more hours with the approval of the department or program adviser, within general guidelines. Degree-seeking graduate students who are employed more than half time must be enrolled for at least 6 hours per semester to be certified as full-time students. For a student who is a full-time employee at KU to fulfill the residence requirement, the KU employment must contribute substantially to the student's graduate program. For additional information on residence requirements for doctoral degrees, see the requirements for those degrees.

Grading

The basic system is an A, B, C, D, F system, where A designates above-average graduate work; B, average graduate work; C, passing but not average graduate work (C– is not considered a passing grade); D and F, failing graduate work. C–, D, and F work does not count toward fulfilling degree requirements.

The letter P is used only to indicate participation in thesis, dissertation, and research enrollments (related to thesis or dissertation), and in the first semester enrollment of a two-semester sequence course. In any semester, an instructor may, at his or her option, assign a letter grade of A, B, C, D, or F when evidence about performance is available. Upon completion of thesis/dissertation or research hours leading to a master's or doctoral de-

gree, the P remains on the final transcript except for the last semester of enrollment. A letter grade (A, B, C, D, or F) is assigned in the last semester of enrollment to characterize the quality of the final product. The I grade is not appropriate for enrollment in thesis, dissertation, or research, and is not accepted.

For enrollments other than thesis, dissertation, or research, the letter I indicates course work that has been of passing quality, some part of which is, for good reason, unfinished. The grade of I for graduate courses remains unchanged on the student's record except that, should the student subsequently complete the course work, the instructor would then change the I to a letter grade: A, B, C, D, or F.

The grades of S and U may be used to designate satisfactory and unsatisfactory performance, respectively, in continuing education, workshop, and institute courses upon the recommendation of the department offering the course. No more than 6 hours total of graduate courses graded S are permitted to count toward a degree.

In courses numbered 800 or above for which specific authorization has been given, the instructor may report a grade of S for students who have satisfactorily attended the course but for whom it has not been possible to evaluate the quality of performance.

Once the S grade for a particular course (or a particular faculty member's section of a multi-section course) has been recommended by the department and approved by the Graduate Division, it must be applied to the entire student enrollment in the course or section. This applies to those 800- or 900-level courses eligible for the S grade (or its alternative of F), as well as to Continuing Education, institute, and workshop courses. The S and U grades are not used in computing the grade-point average.

The Credit/No Credit option is not authorized for graduate students' enrollments, including, but not limited to, courses taken to fulfill the research skills requirements, undergraduate deficiencies, etc.

The individual schools have the option of using or not using +/-, according to the policy adopted by the particular school. B- does not represent satisfactory work in graduate studies.

In the grading system defined above, at least a B average is required on course work counted toward any of the master's degrees or the Specialist in Education degree at KU, and only courses graded A, B, or C (excluding C-) may be so counted. Course work counted toward a doctorate, including that for a master's degree if obtained at KU, should average better than a B. Courses graded P, S, U, or I are excluded from the computation of the average.

Performance is graded Honors, Satisfactory, or Unsatisfactory for the following examinations:

1. The general examination for the master's degree.
2. The general examination for the degree of Specialist in Education.
3. The comprehensive oral examination for the doctorate.
4. The final examination for the doctorate.

Probation. Upon falling below a cumulative graduate grade-point average of B, computed with the inclusion of grades earned at KU for all courses acceptable for graduate credit, the student is placed on probation by the Graduate Division of the school or college. The grades of P, S, U, and I, for which no numerical equivalents are defined, are excluded from the computation. If the student's overall graduate average has been raised

to B by the end of the next semester of enrollment after being placed on probation, the student may be returned to regular status. If not, the student is not permitted to re-enroll unless the Graduate Division acts favorably on a departmental recommendation for the student to continue study.

If admitted on probation, a student must earn an overall graduate average of at least B during the first semester of enrollment (in which case the student is considered to have achieved regular status) to be permitted to re-enroll. A student admitted on probation who fails to earn a B average in the first semester is not permitted to re-enroll. When the particular circumstances are deemed to justify continuation, and upon the recommendation of the department or program, such a student may be continued on probation by the Graduate Division for one additional semester equivalent of full-time graduate study.

Graduate Credit

Three conditions must be met for a student to receive graduate credit for work satisfactorily completed at KU:

1. The student must have gained admission.
2. The course must have been approved for the award of graduate credit.
3. The instructor must have gained appointment to the Graduate Faculty.

Courses on permanent records assigned course classification codes of S (social welfare) and L (law) do not earn graduate credit and are not reflected in computation of the grade-point average.

Graduate Student School, Division, and Level Codes

All graduate students (except co-enrolled seniors) are assigned school, division, and level codes from this list:

Graduate Studies code	G
School/College codes:	
Liberal Arts & Sciences	A
Business	B
Education	D
Engineering	E
Fine Arts	F
Allied Health	H
Journalism and Mass Communications	J
Medicine	M
Nursing	N
Pharmacy	P
Architecture and Urban Planning	R
Social Welfare (Ph.D. students only)	S
Continuing Education (nondegree only)	Z

Level codes:

Degree-seeking students admitted to regular, probationary, and provisional status:	
Lower-level students, those who have completed fewer than 30 hours of graduate credit	0
Upper-level students, those who have completed 30 or more hours of graduate credit	6
Nondegree students, those who have been admitted to nondegree	
A or C categories or Continuing Education (Z)	9

Grievances

A graduate student who believes himself or herself to be unfairly or unlawfully treated in an academic matter may present a grievance to the academic department or program chair. Each academic unit, all Graduate Divisions, and the College have established grievance policies and procedures. Appeal of a grievance heard at one of these levels is made to the Judicial Board.

Sexual Violence Education and Support Services, (785) 864-3552, offers programs, information, and assistance on issues related to rape, sexual assault, and other forms of sexual violence.

All enrolled students are subject to the Board of Regents and KU Intellectual Property Policies.

Guidelines have been established for graduate student petitions in certain categories that may not be under the jurisdiction of other hearing bodies. The Executive Committee of the Graduate Council has identified two categories as the purview of Graduate Studies:

1. Cases involving the Graduate Divisions of two or more schools or colleges.
2. Cases involving the interpretation of policy as it pertains to the Graduate Division of a school or college.

For disputes involving alleged academic misconduct or alleged violations of student rights, the initial hearing normally is held at the unit level. There is an option to hold an initial hearing at the Judicial Board level if both parties agree, or if either party petitions the Judicial Board chair to hold the hearing at the Judicial Board level and the petition is granted. The petition must state why a fair hearing cannot be obtained at the unit level; the opposing party has an opportunity to respond to the petition.

For information on guidelines, contact Graduate Studies.

Intellectual Property Policy

All enrolled students are subject to the Board of Regents and KU Intellectual Property Policies. The ownership of student works submitted in fulfillment of academic requirements is retained by the creator(s). By enrolling, the student gives the institution a nonexclusive royalty-free license to mark on, modify, retain the work in the process of instruction, or otherwise handle the work, as set out in the institution's Intellectual Property Policy or in the course syllabus. The institution does not have the right to use the work in any other manner without the written consent of the creator(s). The policy is available in its entirety at the Provost's Web site: www.provost.ku.edu.

Language and Research Skills Requirements (Doctoral Degrees)

See Doctoral Degree Programs.

Language Requirements (Master's Degrees)

There is no general language requirement for any of the master's degrees, but some departments and programs have such a requirement. Applicants should consult their prospective departments.

Leave of Absence (Doctoral Students)

A doctoral student may petition his or her Graduate Division through the department for a leave of absence during either the pre- or post-comprehensive period to pursue full-time professional activities related to the doctoral program and long-range professional goals. Leaves of absence also may be granted because of illness or other emergency. Ordinarily a leave of absence is granted for one year with the possibility of extension upon request. After an absence of five years, a doctoral aspirant or candidate loses status as such and must apply for readmission to the program and the Graduate Division.

Seniors and Graduate Study (Coenrollment)

Seniors at KU who will complete the requirements for a baccalaureate degree in a given semester, and who have very strong academic records (grade-point average higher than 3.0 on a 4.0 scale), may apply for contingent admission as degree-seeking

students and request the permission of the appropriate Graduate Division to coenroll for the final undergraduate semester. Seniors requesting the privilege of coenrollment must make formal application through the appropriate Graduate Division for admission.

If admission is approved, the student enrolls with undergraduate school and level codes. The Graduate Division is responsible for sending written notification to the University Registrar's office, designating which courses will earn graduate credit and which will earn undergraduate credit. The student's graduate permanent record begins with the first term of graduate enrollment following the awarding of the baccalaureate degree, although the coenrolled graduate credit applies to the graduate degree.

To meet the criteria of co-enrollment, the student must earn undergraduate credit for at least one class during the co-enrollment semester. Continuing education courses cannot be used to satisfy this requirement. Graduate courses completed beyond the initial semester of co-enrollment revert to undergraduate status if co-enrolled students fail to complete their undergraduate degrees in the specified semester.

Special Conditions for Specified Types of Research

There are certain types of research or activities that may not be pursued unless specific prior approval and/or training has been obtained.

KU Medical Center students should refer to KUMC Office of Compliance policies online at www2.kumc.edu/compliance.

The student's responsibilities for such activities are described below:

- 1. Human Subjects Committee, Lawrence.** KU requires prior review by the Advisory Committee on Human Experimentation of all research projects involving human subjects. There are no exceptions. Although certain types of research may be exempt from record keeping, the committee decides which projects fall in the exempt class. It is the student's responsibility to become acquainted with KU guidelines for research involving human subjects, to submit an application, and to observe the conditions of the committee-approved application. Normally these guidelines first are discussed with the student's adviser, but students are encouraged to contact the HSCL Coordinator, David Hann, (785) 864-7429, dhann@ku.edu, for information, applications, and instructions at any time. Expedited projects may be approved within one week. Committee-reviewed projects may take four weeks. Delays may be avoided by contacting David Hann before submitting applications.
- 2. Research or classroom activities involving ionizing radiation sources or class 2, 3, or 4 lasers.** No student may handle sources or machines that emit ionizing radiation or class 2, 3, or 4 lasers unless that student has been appropriately trained and the Environment, Health, and Safety—Radiation Safety Service has verified, documented, and approved that training to be adequate for the proposed activities. Appropriate safety courses or training normally are available during each academic term. A source of ionizing radiation may be used only as specified in an approved permit issued by the EHS—Radiation Safety Service and/or the Laboratory Safety—Laser Safety Subcommittee. The student is responsible for knowing the conditions of the permit under which the activities will be carried out. Usually such activities will be discussed first with the research adviser or classroom instructor, but students may contact the EHS—Radiation Safety Service, (785) 864-4089, at any time.
- 3. Research or classroom activities involving biohazards or hazardous chemicals.** No student may handle biohazards or hazardous chemicals unless that student has been appropriately trained by a qualified individual. (This may be an instructor, a research adviser or the Environment, Health, and Safety department.) Activities or projects involving the use of biohazards or hazardous chemicals require that the EHS department be notified. Some projects or activities may require an approved permit issued by the EHS department, the Laboratory Safety—Biosafety Subcommittee, or the Laboratory Safety—Chemical Safety Subcommittee. Recombinant DNA research must be approved by the Recombinant DNA committee. If the student's activities potentially involve biohazards or hazardous chemicals, prior consultation with the instructor, research adviser, or the EHS department concerning safe use and disposal requirements is mandatory. Contact EHS at (785) 864-4089.
- 4. Research involving animals.** All research involving animals must be carried out by individuals appropriately trained as specified in federal regulations and approved by

Tuition and fee rates are subject to change by the Kansas Board of Regents at any time. Current information is available from the Office of the University Registrar, Strong Hall, 1450 Jayhawk Blvd., Room 151, Lawrence, KS 66045-7535, (785) 864-4422, www.registrar.ku.edu/fees or www.tuition.ku.edu.

the Institutional Animal Care and Use Committee (IACUC). The staff of the Animal Care Unit (ACU) conducts orientation and training sessions at the beginning of every semester. IACUC policy requires attendance at such a session before working with animals. Faculty members are advised of meeting times. Although the student's adviser should be familiar with requirements, students may contact the ACU at (785) 864-5587, Lawrence, or (913) 588-7015, KU Medical Center, for information.

Student Responsibilities

All graduate students are responsible for informing themselves of requirements as stated in the most recent issue of the *Graduate Catalog*. They are also expected to be familiar with the regulations and requirements of their Graduate Divisions and departments and of their graduate programs. Members of the Graduate Faculty and of the staffs of the Graduate Divisions are ready to answer questions and offer counsel.

It is each graduate student's responsibility to know and observe all regulations and procedures relating to the graduate degree program the student is pursuing. In no case will a regulation be waived or an exception be granted because students plead ignorance of, or contend that they were not informed of, requirements, regulations, procedures, and deadlines. Responsibility for following all policies and meeting all requirements and deadlines rests with the student.

Time Limit on Graduate Courses

See Program Time Constraints under Master's Degree Requirements and Doctoral Degree Requirements. See also Grading.

Undergraduate Student Enrollment

Well-qualified undergraduate students may be permitted to enroll in 800- or 900-level courses for undergraduate credit with the approval of the instructor, the student's adviser, and the Graduate Division. The student must bring a Count Towards Degree form signed by the instructor, a letter of explanation and recommendation from the adviser, and current academic record to the Graduate Division for approval. If approved, the Graduate Division signs the Count Towards Degree form, which the student must present to the staff in the Student Records Center to enroll in the courses. Courses taken for undergraduate credit may not be transferred to graduate credit.

University Faculty and Advanced Degrees

Members of the university faculty having, or eligible for, tenure or holding any rank above that of instructor will not be granted degrees or certificates. Because of the variety of appointments covered by such terms as Lecturer, Associate, or the like, every case must be considered individually, with the student's department making a recommendation to Graduate Studies before the student begins the graduate degree or certificate program, or for students already in graduate programs, before the appointment is made. Although appointing departments are expected to bring this rule to the attention of prospective appointees who plan to seek degrees or certificates, the responsibility for initiating a request for waiver of the rule lies with the student. Waivers may be granted in rare cases where the student and the department demonstrate satisfactorily that circumstances and conditions assure freedom from conflict of interest and undue influence.

Withdrawal from a Course

Complete information about withdrawing from a course is online at www.registrar.ku.edu. Select "Add/Drop/Change of Section" for current procedures. The Office of the University Registrar, Student Records Center, 1450 Jayhawk Blvd, Room 151, Lawrence, KS 66045-7535, (785) 864-4422, kuregistrar@ku.edu, also can provide current information.

Withdrawal from the University

Complete information about withdrawing from all classes is online at www.registrar.ku.edu. Select "Withdraw" for current procedures.

The Office of the University Registrar, Student Records Center, 1450 Jayhawk Blvd, Room 151, Lawrence, KS 66045-7535, (785) 864-4422, kuregistrar@ku.edu, also can provide current information.

Tuition and Fees

Graduate tuition for the 2007-08 academic year is \$240.65 per credit hour for Kansas residents and \$575.05 per credit hour for nonresidents. Required Lawrence campus fees are \$377.75 per semester. For current information, see www.registrar.ku.edu/fees. Rates are subject to change at any time by the Kansas Board of Regents. Tuition and fees are assessed by the Office of the University Registrar on the Lawrence campus and the Office of the Registrar at KU Medical Center in Kansas City. Tuition and fee rates vary for students according to the program in which the student is enrolled. Students must pay tuition and fees in full by the designated date each term in order to maintain their enrollments. A full description of tuition and fees is available each semester in the online Schedule of Classes, www.registrar.ku.edu. A complete description of applicable tuition, fees, and payment deadlines is available at www.registrar.ku.edu/fees.

Students in **architecture, business, education, engineering, fine arts, journalism, and pharmacy**, and students on the **KU Edwards Campus** pay additional **course fees**. Students taking online courses pay an additional **mediated course fee**. Other additional fees may be added. See www.registrar.ku.edu/fees for current rates.

Undergraduates who enroll in graduate-level courses (numbered 700 through 999) pay tuition at the graduate rate. Graduate students who enroll in undergraduate-level courses (numbered 000 through 499) pay tuition at the undergraduate rate.

Persons over the age of 60 may audit courses without paying tuition or the required campus fee at this and other Regents institutions in Kansas on a space-available basis and with consent of the instructor.

Late Enrollment Fee

Each student who enrolls late is assessed an additional fee. Fees and applicable dates are announced in the online Schedule of Classes, www.registrar.ku.edu, each term.

Residency Requirements

Kansas statutes and Board of Regents regulations govern who qualifies for resident tuition. This description does not replace or supersede the Kansas statutes or Regents' regulations. For a copy of the statutes and regulations, write the Office of the University Registrar, Strong Hall, 1450 Jayhawk Blvd., Room 121, Lawrence, KS 66045-7535.

In general, you qualify for resident rates if you meet three basic criteria: (1) continuous physical residence in Kansas, (2) reliance on Kansas sources of support to meet living expenses, and (3) demonstrated intent to make Kansas your permanent home indefinitely and to reside in the state for purposes other than just educational. You must meet these criteria for 365 days before the first day of the semester in which you wish to pay resident rates. Those who meet the following criteria are also eligible for resident rates:

- Alumni or students of Haskell Indian Nations University
- Kansas high school graduates who enroll at a Board of Regents institution within six months of high school graduation, who were residents for tuition and fee purposes at some point in the 12 months before graduation, and who remain continuously enrolled at a Board of Regents institution
- Employees of Kansas Board of Regents institutions who are employed at least 40-percent time and are not seasonal, hourly, or temporary. Their dependents are also eligible
- Employees who are transferred or recruited to Kansas and their dependents. This privilege is valid for one year
- Military personnel and their dependents on full-time assignment at a Kansas base
- Retired military personnel who were assigned to a Kansas base for at least two years, then retired or were honorably discharged and stayed in Kansas

Books and Supplies

The cost of new textbooks and supplies varies, but is about \$500 a year for most students.

Reciprocal Agreements

By joint agreement of the Board of Regents of the state of Kansas and the Board of Curators of the University of Missouri, qualified students who would be eligible to pay only resident rates at the University of Missouri may enroll in certain educational programs at the University of Kansas at the rates paid by Kansas residents. Eligibility requirements include actively pursuing the degree and enrolling in required courses unique to the major.

These programs are the B.Arch., B.S. in architectural engineering, and professional M.Arch.

A reciprocal agreement between Kansas and Iowa allows a qualified Iowa student to enroll in KU's M.S. program in occupational therapy at resident rates.

Financial Aid

For information about fellowships and scholarships, see the Graduate Studies chapter of this catalog.

Loans

KU's student loan program is administered by the Office of Student Financial Aid, Strong Hall, 1450 Jayhawk Blvd., Room 50, Lawrence, KS 66045-7535, financialaid@ku.edu or www.financialaid.ku.edu.

Tuition Payment

KU pays the tuition and 3 hours of campus fees of graduate students who receive appointments as graduate teaching assistants. The percentage paid by KU depends on the level of appointment.

40% or more appt.	100% of tuition	100% of 3 hours of campus fees
30% but less than 40% appt.	75% of tuition	75% of 3 hours of campus fees
20% but less than 30% appt.	50% of tuition	50% of 3 hours of campus fees
10% but less than 20% appt.	25% of tuition	25% of 3 hours of campus fees

Where applicable, staff (resident) rates are assessed before tuition is paid. Only graduate students involved in direct classroom or laboratory instruction are eligible for appointments as graduate teaching assistants and for the tuition payment program. Eligibility is limited to the term during which students have instructional appointments. The tuition payment program covers only tuition, including any differential tuition assessed, and 3 hours of campus fees. It is not applicable to the remaining hours of campus fees; Edwards Campus construction fee, Union fee, and required fees; mediated and Continuing Education course fees; optional fees; housing costs; or other specialized fees.

Graduate Assistantships

Graduate Teaching Assistantships may be available to graduate students through graduate departments. Usual appointments are for one-half-time service. Graduate students should apply directly to the department for GTA appointments.

Graduate teaching assistantships in Lawrence are governed by a memorandum of agreement between KU, the Kansas Board of Regents, and the Kansas Association of Public Employees, which represents KU GTAs in Lawrence. Persons holding GTA appointments must meet the following minimum conditions:

1. During the term of appointment, the GTA must be admitted to and enrolled in a graduate degree program offered by KU.

2. During the term of appointment, the GTA must be enrolled in no fewer than 6 credit hours per semester. GTAs who are unable to enroll in 6 hours for medical reasons or other hardships may petition the Office of the Provost to waive this requirement. They must present supporting documentation and have the approval of the employing department (and the department of study if the two are different). Upon successful completion of the doctoral comprehensive examination and all other requirements for doctoral candidacy and upon completion of 18 post-comprehensive credit hours, a doctoral student may qualify for a graduate teaching assistantship by enrolling in one or more credit hours of dissertation, thesis, or equivalent work approved by the Office of the Provost.

3. During the term of appointment, the GTA must be in good academic standing and make satisfactory progress toward a graduate degree, as determined by Graduate Studies and the department in which the student is enrolled. Students admitted to a degree program on probationary or provisional status are not in good standing for the purpose of GTA appointments. A graduate student must maintain a cumulative grade-point average of 3.0 to remain in good academic standing. If a department judges that a graduate student whose grade-point average falls below 3.0 after the first semester at KU is nonetheless making satisfactory progress, the department may recommend to the Provost that the student be allowed to keep the GTA position for one additional semester.

4. The GTA must satisfy any and all English proficiency criteria established by the Regents and the university.

5. During the term of appointment, the GTA's assigned duties must consist primarily of direct involvement in classroom or laboratory instruction.

6. The GTA must attend all orientation and training sessions designated as mandatory by either the university or the school or department in which the GTA is appointed. GTAs who fail to do so are subject to immediate termination of the current appointment.

KU also requires that a GTA's teaching assignment be in his or her field of study or one that is closely related. Out-of-field appointments require consultation with the student's academic unit and must follow the approval process established by the Office of the Provost. If during the term of appointment a GTA fails to meet any of these conditions, the appointment may be terminated immediately without further review or appeal. Departments may establish more stringent conditions.

If a GTA appointment for an enrolled student is found to be invalid at any time during the term, tuition is assessed for the entire term at the rates listed under Tuition and Fees, Lawrence Campus Courses in the Schedule of Classes, online at www.registrar.ku.edu. The student is responsible for paying the difference between the original assessment and the final assessment. If a graduate student resigns a GTA appointment before the end of the term, tuition and fees are recalculated at the regular rates, and the student is responsible for the difference.

The memorandum of agreement, with additional information on tuition and fee payment, appointments, wages, benefits,

The KUMC Office of the Registrar is at KU Medical Center, 3001 Student Center, Mail Stop 4029, 3901 Rainbow Blvd., Kansas City, KS 66160, (913) 588-7055, www.kumc.edu/studentcenter/registrar.

KU Enroll & Pay offers enrollment assistance in Lawrence, at KU Medical Center, and on the KU Edwards Campus in person, by telephone, and online. For current information and procedures, see www.registrar.ku.edu/enrollment.

and other topics of interest to GTAs, is available on the Provost's Office Web site, www.provost.ku.edu.

Graduate Research Assistantships are available to graduate students through grants from federal and private agencies and from state-appropriated research funds. For further information, the applicant should write directly to the chair or graduate adviser of the major department.

To be eligible for a GRA, a student must meet all of the following criteria:

1. The GRA must be a degree-seeking graduate student admitted to a graduate program during the current fall, spring, or summer term.

2. During fall or spring semester, the GRA must be enrolled for no fewer than 6 credit hours required for the graduate degree. During summer session, the GRA must be enrolled in course work related to the graduate program. The number of hours is determined by the adviser and must reflect as accurately as possible the student's demand on faculty time and university facilities. Generally, an enrollment of 3 credit hours is appropriate for the summer session. Upon successful completion of the doctoral comprehensive examination and all other requirements for doctoral candidacy and upon completion of 18 post-comprehensive credit hours, a doctoral student may qualify for a graduate research assistantship by enrolling in one or more credit hours of dissertation, thesis, or equivalent work approved by the Office of the Provost.

3. A student who has earned a graduate degree may not continue in a GRA appointment after the graduation date unless he or she has just completed a master's degree and is enrolled in a doctoral program in the same field or a closely related field or is a doctoral graduate who has been accepted into another graduate program.

4. The research performed for the GRA appointment must be in the student's field or a closely related field integral to the student's education (e.g., dissertation topic).

5. During the term of appointment, the GRA must be in good academic standing and make satisfactory progress toward a graduate degree, as determined by Graduate Studies and the department in which the student is enrolled. Students admitted to a degree program on probationary or provisional status are not in good standing for the purpose of GRA appointments. A graduate student must maintain a cumulative grade-point average of 3.0 to remain in good academic standing. However, if a department judges that a graduate student whose grade-point average falls below 3.0 after the first semester at KU is nonetheless making satisfactory progress, the department may recommend to the Provost that the student be allowed to keep the GRA position for one additional semester.

6. The GRA position must be approved by the Office of the Vice Provost for Research, the Office of Budget Management and Fiscal Services, or the College of Liberal Arts and Sciences. The GRA must be paid through the KU payroll system.

A graduate student who has a research assistantship appointment of at least 40-percent time is eligible for resident tuition rates. Required campus fees; Edwards Campus program, construction, union, and required fees; mediated and Continuing Education fees; housing costs; optional fees; other specialized fees; and course fees still apply. To qualify for the resident rate for fall or spring semester, the student must have a GRA appointment starting no later than the first day of the first full month of the semester and continuing through the 60th class day. To qualify for this rate during the summer, the GRA must have met the eligibility criteria for the preceding fall and spring semesters or must have a GRA appointment starting no later than the first day of the summer session and continuing through the 30th class day.

GRA Tuition Assistance. In certain instances, tuition assistance may be available for GRAs, either through the grant source or through the tuition assistance program for doctoral graduate research assistants managed by the Office of the Provost. Information about the latter is available in the GTA/GRA Information/Documents section of the Provost's office Web site, www.provost.ku.edu. Prospective GRAs should consult the chair or graduate adviser of the major department for more specific information.

Summer Session Enrollment Requirements. The 6-hour enrollment criterion does not apply to summer GTA or GRA appointments. To be eligible for a summer session GTA appointment, a student must have met the GTA enrollment criteria above during the previous semester, be enrolled in summer session, or be admitted to a graduate degree program for the next fall semester. To be eligible for a summer session GRA appointment, a student must be enrolled; the number of hours is determined according to the GRA enrollment criteria above. Doctoral candidates must enroll in at least 3 hours during the summer session unless they have completed 18 post-comprehensive hours, in which case enrollment in fewer hours is permitted.

Health Insurance. A graduate student who has a GTA, GRA, or combination appointment at the half-time level for a semester is eligible to participate in a health care benefits plan, for which KU provides a contribution. The health care benefits plan is available to all students, regardless of employment status, but students who do not meet the eligibility criteria described above are responsible for the full cost of the plan. Information about the GTA/GRA health care benefits plans, costs, and KU contributions is available from the Office of Staff Benefits, Department of Human Resources and Equal Opportunity, (785) 864-4946, or on the HR/EO Web site, www.hreo.ku.edu/policies_procedures/student_employment/health_insurance. Information about the general student health plan is available from Watkins Memorial Health Center.

Non-native Speakers of English. All applicants for graduate teaching assistantships whose first language is not English, including international students and U.S. residents or citizens, must submit a score on the Test of Spoken English, administered by the Educational Testing Service at Test of English as a Foreign Language centers in the United States or abroad; a score on the TOEFL Internet-based Test (iBT), or a score on the SPEAK administered by the Applied English Center at KU. The minimum TSE or SPEAK score necessary for an offer of an assistantship is 50 points; the minimum score for the spoken English portion of the TOEFL iBT is 26. Applicants who do not attain that score are not eligible for GTA positions but may enroll in an English course for international graduate teaching assistants offered by the Applied English Center. Upon attaining a minimum score of 50 on the SPEAK, a student may reapply for an assistantship. This regulation applies to all students who are not native speakers of English, regardless of country of origin, previous teaching experience, or department in which the position is sought.

Other Employment Opportunities

KU and the community offer a variety of employment opportunities. For further information, contact the University Career Center, (785) 864-3624, www.ucc.ku.edu. A listing of current jobs is available at <https://jobs.ku.edu>.

Student Services

Graduate Student Associations

Lawrence. All KU graduate students on the Lawrence campus are members of the **Graduate and Professional Association.** GPA is governed by a seven-member elected Executive Committee (GradEx). GPA lobbies for budgetary support to fund graduate student organizations, paper-presentation travel, and the Graduate Student Mentorship Award program. It offers job, grant, and scholarship information. It also represents graduate student interests in university governance, the state legislature, and grievance mediation. GPA publishes the Graduate NewsPaper (GNP) and other publications several times each year, conducts surveys on matters of graduate student concern, and co-sponsors campuswide events for graduate students. The office is in 426 Kansas Union, (785) 864-4914, <http://groups.ku.edu/~gpa>.

KU Medical Center. The **Graduate Student Council** is composed of representatives from all graduate departments on the Kansas City campus. The GSC sponsors and organizes the annual Student Research Forum. In the SRF, students from basic science, medicine, nursing, and allied health give brief presentations of their research in the format of national research meetings. SRF promotes faculty-student and interdepartmental interactions at the research level. The GSC also sponsors social events and participates in philanthropic events. It provides orientation information for incoming graduate students at registration. The GSC lobbies for student interests on the Kansas City campus and provides student representation on numerous faculty committees at the medical center.

Health Services

Lawrence. Student Health Services, Watkins Memorial Health Center, has full-time physicians and support personnel.

Hours: 8 a.m. to 8 p.m. Monday through Friday;
8 a.m. to 4:30 p.m. Saturday,
12:30 to 4:30 p.m. Sunday.

Health Insurance. An optional health insurance plan is available. All international students must have health insurance.

KU Medical Center. All students must be covered by a health insurance plan while enrolled at KUMC. Student Health Services is in 1012 Student Center Building.

Hours: 7 a.m. to 7 p.m. Monday,
8 a.m. to 4:30 p.m. Tuesday through Friday.
Closed on all state holidays.

KU Medical Center Health Insurance. All full- and part-time students at KU Medical Center must have proof of health insurance coverage at all times. Upon enrollment, each student must complete a health insurance affidavit form and supply a copy of the front and back of the current insurance card to Student Health Services. Students who do not have proof of health insurance may purchase the university student health insurance plan provided by the state.

Housing

Lawrence. KU has seven residence halls and 11 scholarship halls. Stouffer Place has apartments for married students and for students with children who live with the student parent on a permanent basis. Jayhawker Towers is an apartment complex for unmarried students. Off-campus nonuniversity housing is available.

KU Medical Center. Apartment complexes, private apartments, and houses are available within walking distance of the Medical Center. See www2.kumc.edu/classifieds/housingads for further information.

Immunizations

Lawrence. All vaccines for immunizations are available through Student Health Services. All Immunization Policies and History Forms are available on the Web site, www.studenthealth.ku.edu. The following vaccinations are required:

Measles, Mumps, Rubella Vaccination. All newly admitted or readmitted students born after January 1, 1957, must show proof of two vaccinations for measles, mumps, and rubella (MMR), or titers confirming immunity, before enrollment. The second MMR must have been after 1980. A copy of medical documentation including a signature by a medical professional provides proof. Student Health Services may grant exceptions for medical or religious reasons.

Meningitis Vaccination. All incoming students living in university housing must either provide written documentation of immunization or sign a waiver to indicate they have been informed about the disease and vaccine and have chosen not to be immunized. The Student Health Service strongly recommends that students living in other group housing, such as sorority or fraternity houses or Naismith Hall, receive the vaccination. All other students are encouraged to consider vaccination. All students should become knowledgeable about meningitis and its symptoms.

Tuberculosis Screening Policy for International Students. All newly admitted and readmitted international students must have tuberculosis screening performed by Student Health Services at Watkins Memorial Health Center when they arrive on campus.

School of Pharmacy. The School of Pharmacy requires students to provide proof of health insurance coverage and immunizations for MMR, hepatitis B, varicella, tetanus, and a current TB skin test.

KU Medical Center. The Student Health Center requires completion of childhood immunizations (DPT and Polio series), tetanus booster within the last 10 years, and documentation of Hepatitis B series and MMR vaccinations. Students who have not had chicken pox must take the Varicella immunization. Students who cannot provide documentation of MMR or Hepatitis B may obtain titers at the Student Health Center for a fee. Upon entering KUMC, all students must provide documentation of two TB skin tests (PPD) administered and interpreted within 12 months before enrollment. The most recent PPD test should be within three months before enrollment. Students who cannot provide evidence of two PPD tests must take consecutive PPD tests within one to three weeks of each other. All KUMC students must receive an annual TB skin test as recommended by the Centers for Disease Control for all health care employees. Any student with a positive TB skin test must meet with a student health provider to discuss KUMC protocol. For information, see www.kumc.edu/studentcenter/health.



The Kyou portal gives Lawrence and Edwards Campus students access to many online services and resources. Visit <https://students.ku.edu>.

The myKUMC student portal gives KU Medical Center students access to online resources. Visit <https://my.kumc.edu>.

KU's academic calendars are online at www.registrar.ku.edu/calendar.

Lawrence Campus Services

Academic Offices. Graduate Studies and the dean's offices provide academic information and support. You may request information from the KU school or department that offers a program in your field of interest or from Graduate Studies.

The University of Kansas
School/Department of _____
Lawrence, KS 66045

or

The University of Kansas
Office of the Vice Provost for Research and Graduate Studies
Strong Hall, 1450 Jayhawk Blvd., Room 222
Lawrence, KS 66045-7535
rgs@ku.edu, www.rgs.ku.edu, (785) 864-8040

Academic Records and Enrollment

Student Records Center, Strong Hall, 1450 Jayhawk Blvd., Room 151
Lawrence, KS 66045-7535:

Enrollment, Transcripts, Tuition/Fee Questions, (785) 864-4423

Residency, (785) 864-4472

Veterans' Services, (785) 864-4482

www.registrar.ku.edu

Applications. Submit your application online at www.graduate.ku.edu/GAPC. Forward all requested supporting documents to

The University of Kansas
Graduate Application Processing Center
Strong Hall, 1450 Jayhawk Blvd., Room 313
Lawrence, KS 66045-7535

Assistantships. Contact the department that offers a program in your field of interest.

Bookstores

KU Bookstore, Burge Union, Level 2, 1601 Irving Hill Rd.

Lawrence, KS 66045-7557

www.kubookstore.com, (785) 864-5697

KU Bookstores, Kansas Union, Level 2, 1301 Jayhawk Blvd.

Lawrence, KS 66045-7548

www.kubookstore.com, (785) 864-4640

Career Planning Services

School of Business Career Services

Summerfield Hall, 1300 Sunnyside Ave., Room 125

Lawrence, KS 66045-7585

www.business.ku.edu, (785) 864-5591

Engineering Career Center

Eaton Hall, 1520 West 15th St., Room 1001

Lawrence, KS 66045-7621

www.engr.ku.edu/career_center, (785) 864-3891

School of Fine Arts Career Services

Murphy Hall, 1530 Naismith Dr., Room 450

Lawrence, KS 66045-3102

www.arts.ku.edu/careers, (785) 864-4466

School of Journalism and Mass Communications Career Center

Stauffer-Flint Hall, 1435 Jayhawk Blvd., Room 210

Lawrence, KS 66045-7575

www.journalism.ku.edu/services/careers.shtml, (785) 864-7648

University Career Center

Burge Union, 1601 Irving Hill Rd., Room 110

Lawrence, KS 66045-7557

www.ucc.ku.edu, (785) 864-3624

Catalogs

Request Graduate Catalogs online at www.rgs.ku.edu

View KU catalogs online at www.catalogs.ku.edu

Child Care

Hilltop Child Development Center, 1605 Irving Hill Rd.,
Lawrence, KS 66045

www.hilltop.ku.edu, (785) 864-4940

Edna A. Hill Child Development Center, (785) 864-0502

(Space is limited, and both programs have waiting lists.)

Computer Resources

For information about labs and hours, see Computer Labs and Resources: www.computerlabs.ku.edu

The Kyou portal gives Lawrence and Edwards Campus students access to online services and resources at <https://students.ku.edu>.

Concerts and Recitals

Department of Music and Dance, www.arts.ku.edu/musicdance,
(785) 864-3436

Lied Center Box Office, www.lied.ku.edu, (785) 864-ARTS (2787)

Murphy Hall Box Office, www.kutheatre.com, (785) 864-3982

Student Union Activities, www.suaevents.com, (785) 864-7469

Continuing Education

Continuing Education, 1515 St. Andrews Dr.

Lawrence, KS 66047-1625

www.continuinged.ku.edu, (785) 864-5823

Counseling, Personal

Academic Achievement and Access Center

Strong Hall, 1450 Jayhawk Blvd., Room 22

Lawrence, KS 66045-7535

www.achievement.ku.edu, (785) 864-4064

Counseling and Psychological Services

Watkins Memorial Health Center, 1200 Schwegler Dr., Room 2100

Lawrence, KS 66045-7559

www.caps.ku.edu, (785) 864-2277

Emily Taylor Women's Resource Center

Kansas Union, 1301 Jayhawk Blvd., Room 400

Lawrence, KS 66045-7548

www.etwrc.ku.edu, (785) 864-3552

KU Info, 4th floor, Kansas Union, <http://kuinfo.ku.edu>, walk-in and phone, (785) 864-3506

Office of Multicultural Affairs

Strong Hall, 1450 Jayhawk Blvd., Room 145

Lawrence, KS 66045-7535

www.oma.ku.edu, (785) 864-4351

Psychological Clinic, Fraser Hall, 1415 Jayhawk Blvd., Room 315

Lawrence, KS 66045-7556

www.psych.ku.edu/psych_clinic/clinic/overview.shtml, (785) 864-4121

KU catalogs and other academic publications are online at www.catalogs.ku.edu.

The Office of Multicultural Affairs sponsors a cultural enrichment program, bringing speakers, films, and cultural and social events to the Lawrence campus.



English Proficiency

Applied English Center
Lippincott Hall, 1410 Jayhawk Blvd., Room 204
Lawrence, KS 66045-7515
www.aec.ku.edu, (785) 864-4606

Equal Opportunity

Department of Human Resources and Equal Opportunity
Carruth-O'Leary Hall, 1246 West Campus Rd., Room 101
Lawrence, KS 66045-7505
www.hreo.ku.edu, (785) 864-3686

Fellowships

The University of Kansas
Office of the Vice Provost for Research and Graduate Studies
Strong Hall, 1450 Jayhawk Blvd., Room 222
Lawrence, KS 66045-7535
cross@ku.edu, www.rgs.ku.edu

Graduate Admission Tests

For information about the

- Graduate Management Admission Test (GMAT)
- Graduate Record Examination (GRE)
- Graduate Foreign Language Tests
- Law School Admission Test (LSAT)
- Medical College Admission Test (MCAT)
- Miller Analogies Test (MAT)

Counseling and Psychological Services, Testing Services
Watkins Memorial Health Center, 1200 Schwegler Dr., Room 2150
Lawrence, KS 66045-7559
www.testing.ku.edu, (785) 864-2768

Health Service

Student Health Services
Watkins Memorial Health Center, 1200 Schwegler Dr., Room 2150
Lawrence, KS 66045-7559
www.studenthealth.ku.edu, (785) 864-9500

Housing

Jayhawker Towers Apartments, 1603 West 15th St.
Lawrence, KS 66044, (785) 864-8305 or (785) 864-4560
Stouffer Place, (785) 864-8305 or (785) 864-4560
Student Housing Department, Residence Halls
Corbin Hall, 422 West 11th St.
Lawrence, KS 66045-3312
housing@ku.edu, www.housing.ku.edu, (785) 864-4560

Information and Referrals

Academic Achievement and Access Center
Strong Hall, 1450 Jayhawk Blvd., Room 22
Lawrence, KS 66045-7535
www.achievement.ku.edu, (785) 864-4064

KU Info, 4th floor, Kansas Union, <http://kuinfo.ku.edu>, walk-in and phone, (785) 864-3506

International Students

Applied English Center
Lippincott Hall, 1410 Jayhawk Blvd., Room 204
Lawrence, KS 66045-7515
www.aec.ku.edu, (785) 864-4606

International Undergraduate Admissions
Strong Hall, 1450 Jayhawk Blvd., Room 17
Lawrence, KS 66045-7535
issapps@ku.edu, www2.ku.edu/~issfacts, (785) 864-2616

Office of International Student and Scholar Services
Strong Hall, 1450 Jayhawk Blvd., Room 2
Lawrence, KS 66045-7535
iss@ku.edu, www2.ku.edu/~issfacts, (785) 864-3617

Language Laboratory

Ermal Garinger Academic Resource Center
Wescoe Hall, 1445 Jayhawk Blvd., Room 4070
Lawrence, KS 66045-7590
EGARC@ku.edu, www2.ku.edu/~egarc, (785) 864-4759

Legal Services

Legal Services for Students
Burge Union, 1601 Irving Hill Rd., Room 312
Lawrence, KS 66045-7557
legals@ku.edu, www.legalservices.ku.edu, (785) 864-5665

Libraries

Watson Library, 1425 Jayhawk Blvd.
Lawrence, KS 66045-7544
www.lib.ku.edu, (785) 864-3956

Loans

Office of Student Financial Aid
Strong Hall, 1450 Jayhawk Blvd., Room 50
Lawrence, KS 66045-7535
financialaid@ku.edu, www.financialaid.ku.edu, (785) 864-4700

Multicultural Students

Office of Multicultural Affairs
Strong Hall, 1450 Jayhawk Blvd., Room 145
Lawrence, KS 66045-7535
www.oma.ku.edu, (785) 864-4351
Multicultural Resource Center, 1301 Jayhawk Blvd.
Lawrence, KS 66045
www.mrc.ku.edu, (785) 864-4350

Nontraditional Students

Student Involvement and Leadership Center
Kansas Union, 1301 Jayhawk Blvd., Room 400
Lawrence, KS 66045-7548
www.silc.ku.edu, (785) 864-4861

Recycling

Dept. of Environmental Stewardship
Varsity House, 1043 Indiana St.
Lawrence, KS 66044
www.recycle.ku.edu, (785) 864-2855

Safety and Crime on Campus

The annual security report about KU safety policies, crime statistics, and campus resources is available online at www.ku.edu/safety or on paper by contacting the Office of the Vice Provost for Student Success, Strong Hall, 1450 Jayhawk Blvd., Room 133, Lawrence, KS 66045-7535, (785) 864-4060.

Sexual Assault Prevention

Sexual Violence Education and Support Services
Emily Taylor Women's Resource Center
Kansas Union, 1301 Jayhawk Blvd., Room 400
Lawrence, KS 66045-7548
www.etwrc.ku.edu, (785) 864-3552

Speech-Language-Hearing Clinic

Schiefelbusch Speech-Language-Hearing Clinic
Haworth Hall, 1200 Sunnyside Ave., Room 2101
Lawrence, KS 66045-7534
www2.ku.edu/~splh/Clinics/SchiefelbuschClinic.html, (785) 864-4690

Student Activities, Organizations, Recreation

Jaybowl, Kansas Union Recreation Center
Kansas Union, 1301 Jayhawk Blvd.
Lawrence, KS 66045-7548
www.kuactivities.com, (785) 864-3545

KU Memorial Unions, *www.kubookstore.com*, (785) 864-4651
 KU Recreation Services, Student Recreation Fitness Center
 1740 Watkins Center Dr.
 Lawrence, KS 66045-7507
www.recreation.ku.edu, (785) 864-3546
 Student Involvement and Leadership Center
 Kansas Union, 1301 Jayhawk Blvd., Room 400
 Lawrence, KS 66045-7548
www.silc.ku.edu, (785) 864-4861
 Student Union Activities, Kansas Union, 1301 Jayhawk Blvd.
 Lawrence, KS 66045-7548
www.suaevents.com, (785) 864-3477

Student Employment

University Career Center
 Burge Union, 1601 Irving Hill Rd., Room 110
 Lawrence, KS 66045-7557
www.ucc.ku.edu, (785) 864-3624

Student Success

Office of the Vice Provost for Student Success
 Strong Hall, 1450 Jayhawk Blvd., Room 133
 Lawrence, KS 66045-7535
www.vpss.ku.edu, (785) 864-4060, fax: (785) 864-5090

Students with Disabilities

Disability Resources, Strong Hall, 1450 Jayhawk Blvd., Room 22
 Lawrence, KS 66045-7535
www.disability.ku.edu, (785) 864-2620 (Voice/TTD)

Study Abroad

Office of Study Abroad
 Lippincott Hall, 1410 Jayhawk Blvd., Room 108
 Lawrence, KS 66045-7515
www.studyabroad.ku.edu, (785) 864-3742

Testing

Counseling and Psychological Services, Testing Services
 Watkins Memorial Health Center, 1200 Schwegler Dr., Room 2150
 Lawrence, KS 66045-7559
www.testing.ku.edu, (785) 864-2768

University Ombuds Office

Carruth-O'Leary Hall, 1246 West Campus Rd., Room 28
 Lawrence, KS 66045-7615
www2.ku.edu/~ombuds, (785) 864-7261

Women's Resources

Emily Taylor Women's Resource Center
 Kansas Union, 1301 Jayhawk Blvd., Room 400
 Lawrence, KS 66045-7548
www.etwrc.ku.edu, (785) 864-3552

Writing Center

KU Writing Center, Wescoe Hall, 1445 Jayhawk Blvd., Room 4017
 Lawrence, KS 66045-7590
www.writing.ku.edu, (785) 864-2399

KU Medical Center Campus Services

Academic Offices. Graduate Studies and the dean's offices of the schools provide academic information and support to students. You may request information from the KUMC school or department that offers a program in your field of interest or from the Office of the Dean of Graduate Studies.

School/Department of _____
 The University of Kansas Medical Center, Mail Stop # _____
 3901 Rainbow Blvd., Kansas City, KS 66160

or

Office of the Dean of Graduate Studies
 KU Medical Center, 5015 Wescoe, Mail Stop 1040
 3901 Rainbow Blvd., Kansas City, KS 66160
vbiscani@kumc.edu, *www.kumc.edu*, (913) 588-1258

Applications and Assistantships

Contact the school or department that offers a program in your field of interest.

Bookstore

KU Medical Center Bookstore, G014 Orr-Major, Mail Stop 4036
 3901 Rainbow Blvd., Kansas City, KS 66160
bookstore@kumc.edu, *www.kumedbooks.com*
 (913) 588-2537 or (800) 262-7509

Computer Resources

Dykes Library of the Health Sciences, KU Medical Center
 Mail Stop 1050, 2100 West 39th St., Kansas City, KS 66160
www.library.kumc.edu, (913) 588-7166

Telecom Help, (913) 588-7995

The myKUMC student portal gives KU Medical Center students access to online resources. Visit <https://my.kumc.edu>.

Counseling, Personal

Student Counseling Services, KU Medical Center
 G116 Student Center, Mail Stop 4006
 3901 Rainbow Blvd., Kansas City, KS 66160
www.kumc.edu/studentcenter/scss
 (913) 588-6580, Crisis after-hours: (913) 917-6283

Educational Support Services

Learning Specialists, KU Medical Center
 G116 Student Center, Mail Stop 4006
 3901 Rainbow Blvd., Kansas City, KS 66160
www.kumc.edu/studentcenter/scss, (913) 588-6580

Equal Opportunity

Equal Opportunity Office, KU Medical Center
 1054 Wescoe Pavilion, Mail Stop 2014
 3901 Rainbow Blvd., Kansas City, KS 66160
www.kumc.edu/eoo, (913) 588-1206 (voice), (913) 588-7963 (TDD)

Health Service

Student Health Center, KU Medical Center
 1012 Student Center, Mail Stop 4044
 3901 Rainbow Blvd., Kansas City, KS 66160
www.kumc.edu/studentcenter/health, (913) 588-1941

The KUMC Office of the Vice Chancellor for Academic Affairs and Dean of Graduate Studies is at KU Medical Center, 5015 Wescoe Pavilion, Mail Stop 1040, 3901 Rainbow Blvd., Kansas City, KS 66160, (913) 588-1258.

See pages 12-14 for admission procedures.

Housing

Housing Office, KU Medical Center
G116 Student Center, Mail Stop 4006
3901 Rainbow Blvd., Kansas City, KS 66160
housinginfo@kumc.edu, www2.kumc.edu/classifieds/housingads,
(913) 588-4695

Libraries

Dykes Library of the Health Sciences, KU Medical Center
Mail Stop 1050, 2100 West 39th St., Kansas City, KS 66160
www.library.kumc.edu, (913) 588-7166

Clendenning History of Medicine Library and Museum
KU Medical Center, 1020E Robinson, Mail Stop 1025
3901 Rainbow Blvd., Kansas City, KS 66160
www.clendenning.kumc.edu, (913) 588-7244

Loans

Office of Student Financial Aid, KU Medical Center
4003 Student Center, Mail Stop 4005
3901 Rainbow Blvd., Kansas City, KS 66160
financialaid@kumc.edu, www.kumc.edu/studentcenter/financialaid,
(913) 588-5170

Registrar

(Student Records, Loan Deferments, Registration, Tuition and
Fee Payment, Veterans' Benefits)
Office of the Registrar, KU Medical Center
3001 Student Center, Mail Stop 4029
3901 Rainbow Blvd., Kansas City, KS 66160
www.kumc.edu/studentcenter/registrar, (913) 588-7055

Student Activities, Organizations, Recreation

Kirmayer Fitness Center, KU Medical Center
Mail Stop 1007, 3901 Rainbow Blvd., Kansas City, KS 66160
www.kumc.edu/kirmayer, (913) 588-1532

Office of Student Engagement, KU Medical Center
3001 Student Center, Mail Stop 4029
3901 Rainbow Blvd., Kansas City, KS 66160
www.kumc.edu/studentcenter/srwd, (913) 588-6681

Student Union Corporation, KU Medical Center
G014 Orr-Major Bldg., Mail Stop 4036
3901 Rainbow Blvd., Kansas City, KS 66160
www.kumedbooks.com, (913) 588-2537 or (800) 262-7509

Student Employment

Employment Office, KU Medical Center
1052 Wescoe Pavilion, Mail Stop 2033
3901 Rainbow Blvd., Kansas City, KS 66160
www2.kumc.edu/hr, (913) 588-5086

Student Health Insurance

Student Health Insurance, KU Medical Center
G116 Student Center, Mail Stop 4006
3901 Rainbow Blvd., Kansas City, KS 66160
shinsurance@kumc.edu, www.kumc.edu/studentcenter/healthinsure,
(913) 588-4695, fax: (913) 588-6597

Student Services

Student Services Division, KU Medical Center
3001 Student Center, Mail Stop 4029
3901 Rainbow Blvd., Kansas City, KS 66160
www.kumc.edu/studentcenter/dean, (913) 588-4698

KU Edwards Campus Services

The University of Kansas Edwards Campus
12600 Quivira Rd., Overland Park, KS 66213-2402
Phone: 864-8400 (from Lawrence) or (913) 897-8400.

Academic Offices

The professional schools and the College of Liberal Arts and
Sciences from KU's Lawrence campus deliver academic infor-
mation and support to students on the KU Edwards Campus.
For questions, contact

Mary Ryan, Associate Dean, Academic Affairs
KU Edwards Campus, 12600 Quivira Rd.
Overland Park, KS 66213-2402
mryan@ku.edu, <http://edwardscampus.ku.edu>, (913) 897-8400

Bookstore

KU Edwards Campus Bookstore, Jayhawk Central
12520 Quivira Rd., Overland Park, KS 66213-2402
www.kubookstore.com, (913) 897-8580

Computer Resources and Educational Technology

Technology Services, KU Edwards Campus
12600 Quivira Rd., Overland Park, KS 66213-2402
[http://edwardscampus.ku.edu/Technology_Services/
Technology_Services_Index.htm](http://edwardscampus.ku.edu/Technology_Services/Technology_Services_Index.htm), (913) 897-8400

Library

Regents Center Library, KU Edwards Campus
12600 Quivira Rd., Overland Park, KS 66213-2402
www.lib.ku.edu/RCLibrary, (913) 897-8570

Student Success Center

KU Edwards Campus, 12600 Quivira Rd.
Overland Park, KS 66213-2402
[http://edwardscampus.ku.edu/3_CurrentStudents/
Student_Success.htm](http://edwardscampus.ku.edu/3_CurrentStudents/Student_Success.htm), (913) 897-8461

KU offers part-time undergraduate and full- and part-time graduate programs on the KU Edwards Campus, 12600 Quivira Road, Overland Park, KS 66213-2402, <http://edwardscampus.ku.edu>.

KU Info, (785) 864-3506, <http://kuinfo.ku.edu>, answers questions and offers information to the KU community.