# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate</td>
<td>1</td>
</tr>
<tr>
<td>General Information</td>
<td>1</td>
</tr>
<tr>
<td>Policies</td>
<td>18</td>
</tr>
<tr>
<td>Graduate School of Education</td>
<td>37</td>
</tr>
<tr>
<td>Education</td>
<td>37</td>
</tr>
<tr>
<td>Courses</td>
<td>37</td>
</tr>
</tbody>
</table>
Doctoral Degree Requirements

Doctoral Research

In addition to the other requirements of the University, a candidate for a doctoral degree must complete an acceptable dissertation. The dissertation must satisfy the following criteria:

1. It should demonstrate the candidate’s intellectual competence and maturity in the field of concentration;
2. It should make an original and valid contribution to knowledge; and
3. It should be an individual achievement and the product of independent research.

Although doctoral dissertations may result from a project involving collaboration of several scholars, the individual contribution of each doctoral candidate must be substantial, clearly identifiable, and presented separately. The Committee will judge the completed dissertation in terms of the candidate’s ability to review and make critical use of the literature; to formulate a problem, develop appropriate methodology, and work systematically toward a solution; and to summarize the material or data and draw conclusions from them. The writing should be of publishable quality.

Dissertation Committee

After a student has chosen an area of research and a research supervisor, a Dissertation Committee is selected by the student and his or her research advisor in accordance with the policy of the department. The Dissertation Committee shall consist of at least three members, one of whom is the research supervisor and at least two of whom shall be from the student’s major department. An outside expert from industry or another university may be a member of the committee, but that individual must possess academic credentials which would qualify him or her to serve as a member of the University of Massachusetts Lowell faculty. The responsibilities of the Dissertation Committee shall be to:

1. Approve the research topic;
2. Supervise the progress of the dissertation;
3. Read, evaluate, and approve or disapprove of the written dissertation;
4. Hear, evaluate and approve or disapprove of the oral defense of the dissertation;
5. Report the completion of all dissertation requirements to the department and the Registrar’s Office.

Dissertation Credits

If the graduate student requires the use of University resources to continue his or her dissertation but has completed the required number of credits for doctoral research, he or she may sign up for 3, 6, or 9 credits of Continuing Graduate Research (see General Policies).

Graduate students who have completed all the requirements except the writing and defense of the dissertation and who do not need to use university resources must register for Continued Matriculation (CM.601) and pay a fee each semester until they graduate.

Note: International students on F-1 or J-1 visas must be registered for a minimum of nine credits each semester. Contact the International Students and Scholars Office for more information.

Dissertation Preparation

Every graduate student who completes a dissertation is required to bear the cost of binding two copies of the manuscript for the University’s files. Copywriting is optional and available for an additional fee.

Dissertation Defense

Two weeks prior to the dissertation defense, announcements of the defense, listing the graduate student’s name, dissertation title, and place and time of the defense, must be submitted to the chairperson of the department, the college dean, the Registrar’s Office and posted and distributed throughout the university. The defense is open to the public.

Doctoral Degree Requirements

The doctoral degree is conferred upon graduate students who have met all the requirements listed below:
1. The student must successfully complete the graduate courses in the major field, including the GPA requirement, and the number of course and dissertation credits required by the particular program.
2. If indicated, the language requirement specified by the major department must be satisfactorily completed.
3. A qualifying examination, oral and/or written, conducted by the major department, must be passed before any work is begun on the dissertation. If the student fails the qualifying examination he or she may, at the discretion of the department, be permitted a second and final opportunity. At this point, having completed steps 1 through 3, the student is admitted to candidacy for the doctorate.
4. A dissertation based upon the results of original research, and which is satisfactory to the Dissertation Committee of the major department, must be completed.
5. A final oral dissertation defense conducted by the Dissertation Committee, based primarily upon, but not necessarily limited to, the contents of the candidate’s dissertation must be completed.
6. All financial obligations (tuition, fees, and expenses) must be satisfied as evidenced by the completion and submission of a Graduate Degree Clearance form to the Registrar’s Office.

Procedure for Opting Out with a Master’s Degree

Students accepted into a doctoral program who elect to instead obtain the master’s degree and leave the university must follow the following procedure:

1. The student must file an Academic Petition requesting to be changed from the doctorate to the master’s degree program.
2. The student must complete all required courses for the master’s degree, compile a minimum 3.0 grade point average, successfully defend his/her thesis, and complete the clearance process at the Registrar’s Office.
3. All graduate courses (and undergraduate course work used for graduate credit), whether taken for the original doctoral program or for the master’s degree, will be included in the grade point average and listed on the student’s graduate transcript.

Master’s Degree Requirements

Advising

General Requirements for the Master's Degree

Research Option for the Master's Degree

Research Project

Thesis

Thesis Committee

Thesis Preparation

Thesis Defense

Students Continuing on to a Doctoral Program

Advising

An entering graduate student should meet with the departmental graduate coordinator as soon as possible after arrival on campus. The coordinator will:

1. Help design and then approve the student’s complete program leading to the master’s degree.
2. Recommend course credits from within and outside the University for transfer into the student’s degree program.
3. Monitor the student’s progress toward the degree, which
must be completed within a five-year time period in most programs (See Time for Limit for Degree Completion).

**General Requirements for the Master’s Degree**

To be recommended for a master’s degree, a candidate must satisfy all requirements of the University and the specific requirements of the department in which he or she is enrolled. The requirements of the University are listed below, and the specific requirements established by the various departments may be found in the section describing the particular programs.

A candidate for the master’s degree must complete the following within five years of matriculation in order to receive the degree: (Note: Master’s degrees which require 45 or more credits have a limit of six years.)

1. A course of study designed by the department in which he or she is enrolled and approved by the University. The course of study must have a minimum of 30 credit hours of graduate work including, where applicable, a thesis or project in the student’s chosen field.
2. A student must successfully pass an oral or written examination on his or her complete master’s program if required by the department.
3. Satisfactory grades in all subjects offered for the degree must be earned (See Academic Standing).
4. All financial obligations, including tuition, fees, and expenses, must be satisfied as evidenced by completion and submission of a signed Graduate Degree Clearance form to the Registrar’s Office.

**Research Option for the Master’s Degree**

If required by the program, a student must complete a master’s project or a thesis. The proposal must be approved by the department in which the student is enrolled and the final project or thesis must be of graduate level quality.

**Project**

The project must consist of a scholarly investigation, such as a review, report, synthesis, design or experiments in the student’s field resulting in a comprehensive written document. Usually, if a student chooses the project option, he or she is required to take additional course credits. Each project is awarded only three to four credits and is intended to be completed within the time limit of one semester. If the work for a project is not completed by the end of the semester, the instructor will give the student an Incomplete which is to be treated the same as an incomplete for a regular course.

**Thesis**

The requirements for a thesis are much more extensive, including the completion of acceptable research and its defense before a thesis committee. The completed thesis must conform to the format specified in the "Thesis Guide (https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf)" which is available in the Registrar’s Office. The time required for completion may vary; if a student has not completed the thesis by the end of the semester, but is making satisfactory progress, he or she is given the grade of "PR". If the student requires the use of university resources to continue thesis research, but has completed the required number of credits for the master’s thesis, he or she may sign up for 3, 6, or 9 credits of Continuing Graduate Research (see Course Descriptions). However, if the student is not using University resources, but is in the process of writing the thesis, he or she may register for Continuing Matriculation for the semester(s) during which the work is completed. Continued Matriculation is available to international students only under special circumstances. International students should contact the International Student Office (https://www.uml.edu/ISSO/default.aspx) for more information and to make sure they comply with visa and immigration regulations.

Upon successful completion of the thesis, the grade of "S" will be awarded for the all semesters in which the student is registered for thesis research. Only the Registrar’s Office can issue this grade.

**Thesis Committee**

As soon as a student has chosen an area of research, a Thesis Committee is selected by the student and his or her research advisor in accordance with the policy of the department. The Thesis Committee shall consist of at least three members, at least two of whom shall be from the student’s major department. One member of the committee shall be the student’s thesis advisor. An outside expert, such as the supervisor of a research project conducted at an industrial setting or a faculty member from another institution, may be a member of the committee, but that individual must possess academic credentials which would qualify him or her to serve as a member of the University of Massachusetts Lowell faculty. The responsibilities of the Thesis Committee shall be to:

1. Approve the research topic.
2. Supervise the progress of the thesis.
3. Read, evaluate and approve or disapprove of the written thesis.
4. Hear, evaluate and approve or disapprove of the oral defense of the thesis.
5. Report the completion of all thesis requirements to the
Thesis Preparation

Every graduate student who completes a thesis is required to bear the cost of binding two copies of the manuscript for the University's files. Copy writing is optional and available for an additional fee.

Thesis Defense

Two weeks prior to the thesis defense, announcements of the defense listing the candidate’s name, thesis title, and place and time of the defense, must be submitted to the chairperson of the department, the college dean, and the Registrar’s Office, and posted and distributed throughout the University. The defense is open to the public.

For Students Continuing on to a Doctoral Program

Students accepted into a master’s degree program who decide to continue on for the doctorate but want to first complete their master’s degree must adhere to the following procedure.

1. The student must complete all required courses, compile a 3.0 grade point average, and successfully defend his/her thesis, if required.
2. The student must complete the Registrar’s Office clearance process for the master’s degree.
3. A student is prohibited from enrolling in doctoral research until he or she has completed the clearance process for the master’s degree.
4. The student must then apply to the doctoral program by completing the standard Graduate Admissions application process.
5. Official admission into a doctoral program and receipt of a letter of acceptance are contingent upon completion of the clearance process for the master’s degree.

This online academic catalog provides the latest information on all graduate areas of study and degree programs at the University of Massachusetts Lowell and supersedes all previous versions of the catalog.

View the full list of master’s, doctoral and certificate programs or navigate by college or school.

Manning School of Business

School of Education (https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf)

Francis College of Engineering

College of Fine Arts, Humanities & Social Sciences

Zuckerberg College of Health Sciences

Kennedy College of Sciences

UMass System Graduate Programs

Gainful Employment Information (https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf)

Application Procedure

Institutional Admissions Requirements

The general requirements for admission to graduate study at the university are listed below.

1. The applicant must show official evidence of having earned a baccalaureate degree or its U.S. equivalent from an accredited college or university. If an international transcript does not adequately demonstrate that an applicant has the equivalent of an American bachelor's or master's degree, the Office of Graduate Admissions will require such verification by an independent service such as the Center for Educational Documentation (http://www.cedevaluations.com/), (www.cedevaluations.com) Boston, MA (617-338-7171).
2. The degree must have been earned with a satisfactory scholastic average to demonstrate that the applicant has had adequate preparation for the field in which graduate studies are to be undertaken.
3. Certain graduate programs require graduate entrance examinations. The applicant must have obtained a satisfactory score on the appropriate entrance examination if required for admission by
the program or department to which admission is sought. The official score report must be submitted; a photocopy of the examinee’s report is unacceptable.

4. The Commonwealth of Massachusetts requires that all full-time graduate students (9 or more credits) must be immunized against measles, mumps, rubella, tetanus, and diphtheria. In addition, all students in programs in the health professions, regardless of age or enrollment status, must show proof of immunization. Students will not be permitted to register for courses at the University unless proof of immunization has been sent directly to the Director of Health Services, University of Massachusetts Lowell, Lowell, MA 01854 978-934-4991.

Departmental Requirements

The rules, regulations, and policies delineated by the University constitute only the minimum requirements for admission, retention, and graduation. Each department may have additional requirements mandated by the unique nature of its programs. It is the responsibility of the graduate student to be aware of the minimum requirements of the University and, in addition, to fulfill the special requirements of the particular program in which he or she is enrolled.

Application Procedure for Graduate Admission

Applicants can apply using the online application.

- Conventional Application
- Application Deadline
- empty
- empty
- empty
- Types of Admission
- empty
- empty
- Status as a Graduate Certificate Candidate
- empty
- empty
- Master’s & Doctoral Application Information

A non-waivable and non-refundable application fee must be received before the application is processed. Each applicant must file the following documents:

1. A completed application form.
2. Official transcripts of all undergraduate and graduate records.
3. Letters of recommendation written by individuals qualified to judge the ability of the applicant to carry on graduate work and research as requested by the department. Refer to the department page to learn about the number of required recommendations.
4. Official scholastic test scores specified for various degree programs at the University (see individual departmental requirements). An applicant who has earned a graduate degree from an accredited university may petition the department graduate coordinator to waive the scholastic test requirements (e.g. GRE).
5. The official score report for an institutionally approved language test for students from...
countries where English is not the national language. The thresholds for English tests are set by the department.

Institutionally approved English tests: TOEFL, IELTS, Duolingo. All test scores must be official and sent directly by the testing agency.

Application Deadline

The University of Massachusetts Lowell Graduate Admissions Office has a "rolling admissions" policy. However, some programs have early, fixed application deadlines. Consequently, the applicant is strongly urged to contact the department of interest to determine the last date on which applications may be received. In general, early applications will ensure that all materials are processed on time and that a student who wishes to apply for a teaching assistantship will be given due consideration. Many programs will fill available openings several months before the beginning of the semester. A student who has been accepted into a graduate program must attend within a year of acceptance or may, at the discretion of the department, be required to submit a new application. Application files for individuals who do not matriculate will be retained for only two years from the date of application.

Types of Admission

A student may be admitted to graduate study at the University of Massachusetts Lowell under one of the two classifications listed below.

1. Matriculated status: A student who has met all requirements for admission to a degree program and who has been recommended by the department in which he or she proposes to study as a degree candidate.

2. Matriculated with conditions: A student who has not fully met the requirements stipulated by the program may be admitted as a prospective candidate for a degree with specified conditions to be met in the future. Such a student must have as an initial objective the satisfactory completion of all requirements for full matriculation.

Graduate Certificate Candidate Application Information

Graduate certificate programs are designed for students holding a baccalaureate degree in a field related to the certificate program. A student who wishes to apply to a certificate program must complete the Graduate Certificate Application, submit the appropriate application fee, and submit an official transcript indicating the conferral of a bachelor’s degree. The graduate record exam (GRE) and letters of recommendation are not required.

A student in a certificate program who wishes to enroll in a master’s or doctoral program is ineligible to receive credit towards a degree until he or she files a formal application and is then admitted as a matriculated student.

The maximum number of graduate credits a student may complete while enrolled in a graduate certificate is 12 credits.

Non-Degree Status

An individual without advanced degree objectives may take courses in certain programs with non-degree status. A student who wishes to take courses as a non-degree student must submit an official transcript indicating the conferral of a bachelor’s degree. A student in non-degree status is ineligible to receive credit towards a degree until he or she files a formal application and is then admitted as a matriculated student.

The maximum number of graduate credits a student may complete with non-degree status is 12 credits.

NOTE: International students are not eligible for non-degree status.

Graduate Readmission/Deferral Policy

1. A matriculated student who formally withdraws in good standing from the university may request readmission within two years by completing only the cover page of the graduate application.

2. A newly accepted student dropped from a graduate program for failure to register may be re-admitted by submitting a new application cover page and fee within two years of acceptance date.

3. A matriculated student who fails to maintain continuous enrollment and has not formally withdrawn may be readmitted by submitting a new application cover page and fee within two years of being dropped from the program.

4. A student may request a deferment of enrollment
Financial Information

University-related costs include tuition and mandatory fees. Please contact The Solution Center for more tuition and fee information (https://www.uml.edu/thesolutioncenter/bill/tuition-fees/Graduate/in-state.aspx).

- New England Regional Program
- Health Insurance
- Veterans
- Residency Classification
- Overdue Accounts
- Payment Plans
- University Charges

New England Regional Student Program

Massachusetts and the university participate in a reciprocal program in which qualified and legal residents of other New England states may attend graduate school in an approved program at the University of Massachusetts Lowell and pay 150 percent of the Massachusetts in-state tuition charges. (All other applicable fees apply.) Applicants are considered for unique and distinctive graduate level studies not available in their home state university system. Full details regarding eligible programs are available from the New England Board of Higher Education, 45 Temple Place, Boston, Massachusetts 02111 (617-357-9620), or at the UniversityGraduate Admissions (https://www.uml.edu/Grad/default.aspx) office (www.uml.edu/grad (https://www.uml.edu/Grad/default.aspx)). See the tuition costs for the New England Regional Program.

*UMass Lowell also participates in the Proximity Allowance of the New England Regional Program. This program allows New Hampshire residents from selected towns within a 20 mile radius of UMass Lowell to be eligible for a tuition discount for most majors. Please visit www.uml.edu/admissions/proximity (http://www.uml.edu/Grad/Costs/default.aspx) for details.

Health Insurance

Mandatory on-campus (accident) insurance is charged to all graduate students. All graduate students enrolled in 9 or more credit hours will be charged for health insurance as required by state law. Graduate students may waive student health insurance charges if they maintain comparable insurance coverage and complete an insurance waiver form by the required deadline. Forms are available in the Office of Graduate Admissions and Accounts Receivable Office, Dugan Hall, UMass Lowell South. Family health insurance plans are also available with options for coverage of spouses and/or spouses and dependent children.

International Students: As authorized under the insurance laws for higher education students in Massachusetts (section 275 of Chapter 151 of the Acts of 1996), the University of Massachusetts Lowell requires that all international students must enroll in the University’s Student Health Insurance Plan.

Veterans

The Veterans Administration has approved the University of Massachusetts Lowell for undergraduate study. Visit the Office of Veterans Services (https://www.uml.edu/student-services/Veterans/default.aspx) for more information.

RESIDENCY CLASSIFICATION

Rules for Determination of Domicile

University tuition rates are established on the basis of official state residency as determined by a student’s true "domicile." "Domicile" is defined as a person’s true, fixed and permanent home and place of habitation where he or she intends to remain permanently or for an indefinite time. Massachusetts residency for tuition purposes is not acquired by mere physical presence in Massachusetts while a person is carrying on a course of study at the University. A student’s residency status is based on a determination of one’s domicile at the time of entry or re-entry to the University. A student may apply to be reclassified at any time and must provide detailed documentation to support the claim that he or she met the requirements for Massachusetts residency for tuition purposes at the time of his or her entry as a student. One notable exception is made for students who marry Massachusetts residents while enrolled in a course of studies. The complete set of rules are attached to the application for reclassification (https://www.uml.edu/Enrollment/Residency/Classification-Reclassification.aspx).

Payment of Bills

Graduate students will be permitted to attend classes and to utilize university facilities only after they have cleared all their financial obligations to the university. Financial obligations include indebtedness for library and parking fines, rental payments and repayment of emergency loans. All bills are payable in advance by check or money order and are due as
specified on the student invoice. Major credit cards are also accepted. All payments of fees and tuition should be made payable directly to the University of Massachusetts Lowell. A student in debt to the university at the end of any semester or summer session is not permitted to register again at the university until his or her indebtedness has been discharged. In addition, student transcripts and diplomas will not be released unless all indebtedness has been discharged.

Pay My Bill
(https://www.uml.edu/thesolutioncenter/bill/default.aspx)

Overdue Accounts

Should it be necessary to utilize the services of a collection agency or attorney for an overdue student account, the student will be liable for any and all legal fees, commissions, and associated service charges.

Payment Plans

The University of Massachusetts Lowell offers a low-cost, interest-free payment option. This plan allows students to budget the annual cost of tuition and fees over a ten month period. Visit the Solution Center (https://www.uml.edu/thesolutioncenter/bill/eBill/payment-options.aspx) for more information on payment options.

University Charges

University-related costs include tuition and mandatory fees. Please contact the Solution Center for more information on tuition and fees.

Financial Assistance & Assistantships

FINANCIAL ASSISTANCE

- Applying for Financial Aid
- Other Types of Assistance

The Solution Center
(https://www.uml.edu/thesolutioncenter/financial-aid/default.aspx)
University Crossing Lobby
220 Pawtucket Street, Suite 131
Lowell, MA 01854
Telephone: 978-934-2000
Office Hours: Monday - Friday: 8:30 a.m. to 5 p.m.

Applying Financial Aid

The University requires students to file a Free Application for Federal Student Aid (FAFSA). Students may apply for the FAFSA online at www.FAFSA.ed.gov (http://www.FAFSA.ed.gov). It is recommended that students save time by requesting personal identification numbers called Federal Student Aid PINs before the student applies for aid. The PIN can be used to electronically sign the FAFSA, electronically sign certain loan contracts, and access online information about federal student aid the student has received. The PIN must be requested online at www.studentaid.ed.gov (https://www.studentaid.ed.gov/sa/fafsa/filling-out/fsaid).

Copies of students and spouses federal income tax, W2 forms and other forms may be requested by the Financial Aid Office to verify information provided on the FAFSA. Many forms requested are available on The Solution Center website. All information requested by the Financial Aid Office is required to complete the application process and is held in strictest confidence.

Eligibility Requirements

To receive financial aid from the various student aid programs, a student must:

- Have demonstrated financial need to qualify for need-based aid programs. Need is defined as the cost of attendance minus the expected family contribution derived from filing the FAFSA. Students may also be eligible for non-need based aid programs, such as the Federal Direct Unsubsidized Loan program and meritorious awards.
- Be a U.S. citizen or eligible non-citizen.
- Have a valid Social Security Number.
- Make satisfactory academic progress.
- Have a high school diploma or a General Education Development (GED) certificate, pass a test approved by the U.S. Department of Education, meet other standards the state of Massachusetts establishes that are approved by the U.S. Department of Education, or complete a high school education in a home school setting that is treated as a home school or private school under state law.
- Be a matriculated student enrolled in a degree granting or approved certificate program. Students enrolled in non-degree programs are not eligible for financial aid.
- Be enrolled at least half-time each semester. (Minimum of six credits for graduate students).
- Cannot be in default or in over payment on a federal
Determining Financial Need:

Demonstrated financial need is the difference between the cost of attendance and the expected family contribution. The cost of attendance (COA) includes direct expenses such as tuition and fees, and also includes indirect such as room, board, books and transportation. The expected family contribution (EFC) is determined by the federal needs analysis formula and is calculated by completing a Free Application for Federal Student Aid (FAFSA).

Types of Financial Aid:

William D. Ford Federal Direct Subsidized/Unsubsidized Loan Program: The primary source of financial aid recommended for graduate students is the William D. Ford Federal Direct Student Loan Program. This program allows the student to borrow up to $20,500 per year at a low interest rate in subsidized and/or unsubsidized loans. Eligibility for a ?subsidized? or ?unsubsidized? direct loan is determined from the information provided on the FAFSA. A student may receive a subsidized loan and an unsubsidized loan for the same enrollment period. A ?subsidized? loan is awarded on the basis of financial need. A student will not be charged any interest before repayment begins or during authorized periods of deferment. An ?unsubsidized? loan is not awarded on the basis of need. A student will be charged interest from the time the loan is disbursed until it is paid in full. If a student allows the interest to accumulate, it will be capitalized?that is, the interest will be added to the principal amount of the loan and additional interest will be based upon the higher amount. For more information about graduate student aid contact visit the Solution Center at [www.uml.edu/thesolutioncenter](http://www.uml.edu/thesolutioncenter/financial-aid/Types-Aid/graduate/loans.aspx).

William D. Ford Federal Direct PLUS Loan Program:

A non-need based federal loan offers up to the cost of attendance minus financial aid per academic year to qualified graduate students and parents/stepparents of undergraduate dependent students. Interest rate is fixed and repayment begins 45-60 days after the second disbursement. Refer to the Direct Loan web site [http://www.ed.gov/offices/OSFAP/DirectLoan/index.html](http://www.ed.gov/offices/OSFAP/DirectLoan/index.html) for current interest rates. A FAFSA is not required to apply for the PLUS loan; however, students are encouraged to file a FAFSA so that they can receive the maximum aid available. Parents may download an application online from The Solution Center [https://www.uml.edu/thesolutioncenter/financial-aid/forms.aspx](https://www.uml.edu/thesolutioncenter/financial-aid/forms.aspx). Applications should be returned to the financial aid for processing. This is a loan that needs to be repaid by the parent/stepparent.

Other Types of Assistance:

Federal Professional Nurse Traineehip Grant Program: Federally funded grant available to graduate nursing students. Award amounts vary and are dependent upon funding. Please contact the School of Nursing for more information.

Federal Teach Grant: Federally funded grant available to qualifying graduate education majors enrolled in coursework or plan to complete coursework toward a career in teaching in high need subject area. Contact the Graduate School of Education for more information.

Deans Fellowships: $2,000 awards granted to eligible, newly admitted full-time, in-state Masters candidates not receiving a teaching or research assistantship.

Provosts Fellowships: $4,000 awards granted to eligible, newly admitted full-time, out-of-state and international Masters candidates not receiving a teaching or research assistantship.

ASSISTANTSHIPS

Teaching and Research Assistantships

A limited number of teaching and research assistantships are available for matriculated, full-time (minimum of 9 credits/semester) graduate students. All assistantships are subject to the agreement between UMass Lowell and UAW/Graduate Employees Organization. Teaching assistantships are assigned by the student's department; therefore, queries regarding teaching assistantships should be directed to the departmental graduate coordinator [https://www.uml.edu/Grad/Accepted-Students/coordinators.aspx](https://www.uml.edu/Grad/Accepted-Students/coordinators.aspx) or chairperson (see [www.uml.edu/Grad/coordinators.aspx](https://www.uml.edu/Grad/coordinators.aspx) for a list). Research assistantships are available through special arrangements with individual research advisers. Individuals interested in research assistantships should contact departmental faculty members concerning the availability of this form of financial aid.

Qualifying for an Assistantship

To ensure that assistantships are awarded to the most qualified individuals, the University has established the following requirements:

1. No teaching/research assistantship may be awarded to a graduate student with incompletes, F’s, or U’s on his or her transcript.

2. No teaching/research assistantship may be awarded to a graduate student who fails to maintain good academic
standing (a grade point average under 3.0 on the official transcript). See the Academic Standing information at www.uml.edu/catalog/graduate/policies/Academic_Standing.htm.

3. No University-funded teaching/research assistantship may be awarded to a master’s degree candidate if he/she has completed the total number of credits required for his/her program.

4. Level III teaching/research assistantships may only be awarded to graduate students who have reached doctoral candidacy (i.e. completed all course work, oral/written and language examinations) and are enrolled in dissertation research.

Teaching and Research Assistants are awarded either a semester or a yearly contract. The current negotiated agreement between The University of Massachusetts Lowell Board of Trustees and the Graduate Employee Organization is posted on the Human Resources website. Current stipend levels may be found there as well.

Graduate Student Assistantships

A limited number of student assistantships may be available in the departments. Students in this category are paid an hourly rate and are obligated to pay their own tuition and fees. All queries concerning assistantships should be directed to the graduate coordinator (https://www.uml.edu/Grad/Accepted-Students/coordinators.aspx) in the student’s department.

Doctoral Programs Offered

Listed by Degree Earned

- Doctor of Education
- Doctor of Engineering
- Doctor of Nursing Practice
- Doctor of Philosophy
- Doctor of Physical Therapy
- Doctor of Science
- Leadership in Schooling (https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf)
- Language Arts & Literacy (https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf)
- Mathematics & Science Education (https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf)

Doctor of Philosophy in Engineering (Ph.D.)

- Chemical Engineering
- Civil Engineering
- Computer Engineering
- Electrical Engineering
- Energy Engineering
- Mechanical Engineering
- Mechanical Engineering/Chemical Engineering
- Mechanical Engineering/Civil & Environmental Engineering
- Mechanical Engineering/Energy Engineering
- Mechanical Engineering/Manufacturing
- Mechanical Engineering/Manufacturing Engineering
- Plastics Engineering

Doctor of Nursing Practice (DNP)

- Nursing

Doctor of Philosophy (Ph.D.)

- Applied Psychology and Preventative Science
- Applied Biology (https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf)
- Biomedical Science;
- Developmental & Evolutionary Biology;
- Quantitative Biology & Biophysics; and
- Cellular & Molecular Biology
- Biomedical Engineering & Biotechnology
- Business Administration
- Technology Management
- International Business
- Accounting
- Leadership
- Finance
- Management
- Information Systems
- Chemistry
- Biochemistry
- Environmental Studies
- Green
Chemistry
- Computer Science
- Bio/Chemical Informatics
- Computational Mathematics
- Criminology and Criminal Justice
- Crime, Criminals & Community Global Perspectives on Crime & Justice System & Policy
- Technology & Criminal Justice
- Victims, Crime & Justice
- Global Studies
- Security & Human Rights
- Socio-Economic Development
- Comparative Cultures
- Marine Sciences & Technology
- Nursing
- Pharmaceutical Science
- Physics
- Applied Mechanics
- Energy Engineering
- Atmospheric Sciences
- Radiological Sciences
- Polymer Science
- Polymer Science/Plastics Engineering

Doctor of Physical Therapy (DPT)
- Physical Therapy

Doctor of Science
- Public Health
- Epidemiology

Master's Programs Offered
Listed by Degree Earned
- Master of Arts
- Master of Business Administration
- Master of Education
- Master of Music
- Master of Public Administration
- Master of Public Health
- Master of Science
- Master of Science in Engineering
- Education Specialist

Master of Arts (MA)
- Community Social Psychology

Field of Study
- Criminal Justice
- History
- Peace & Conflict Resolution
- Security Studies

Master of Business Administration (MBA)
- General Business
- Accounting
- Business Analytics
- Entrepreneurship
- Finance
- Healthcare
- Information Technology
- International Business
- Managerial Leadership
- Marketing

Master of Education (M.Ed.)
- Curriculum & Instruction
- Autism Studies
- Curriculum & Instruction: Initial Certification
- Science Education, beyond initial
- Math Education, beyond initial
- Educational Administration
- Higher Education
- Reading & Language

Master of Music (MM)
- Music Education
- Community Music
- Sound Recording Technology

Master of Public Administration (MPA)
- Public Administration
- Human Service Management
• Public Humanities and the Arts
• Justice Administration

Master of Public Health (MPH)

Public Health ([https://www.uml.edu/Health-Sciences/Public-Health/Programs-of-Study/masters/MPH.aspx](https://www.uml.edu/Health-Sciences/Public-Health/Programs-of-Study/masters/MPH.aspx))
• Dietetics
• Epidemiology
• Healthcare Management
• Nutrition
• Social and Behavioral Sciences

Master of Science (MS)

• Accounting
• Autism Studies
• Biological SciencesBioinformaticsBiotechnologyEducation, Communication and Outreach Option (This program does NOT lead to teaching licensure)
• Biomedical Engineering &BiotechnologyBiomedical &Biotechnology (PSM)
• Business Analytics
• ChemistryChemistry &Polymer Science, Pharmaceutical Biochemistry (PSM)
• Clinical Laboratory SciencesClinical Lab Science (PSM)
• Computer ScienceBio/Chemical InformaticsSoftware Entrepreneurship - Not Accepting new applications
• Co-op Option in Engineering ([https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf](https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf))
• Engineering Management
• Entrepreneurship
• Environmental StudiesAtmospheric SciencesAtmospheric Sciences (PSM)Environmental Engineering SciencesEnvironmental Geoscience (PSM)
• Finance
• Health Information ManagementHealth InformaticsHealth Management
• Information Technology

• Marine Sciences &TechnologyCoast &Ocean Admin. Science/Technology (PSM)
• MathematicsApplied &Computational MathematicsIndustrial Mathematics (PSM)Mathematics for TeachersProbability &Statistics
• NursingAdult / Gerontological NursingFamily Health Nursing
• Pharmaceutical Science
• Physics
• Public Health
• Radiological Science &ProtectionRadiological Science and Protection (PSM)Medical Physics
• Security StudiesCBRNE SecurityCritical Infrastructure ProtectionCybersecurity

Master of Science in Engineering (M.S.E.)

• Chemical EngineeringLeadership
• Civil EngineeringLeadershipEnvironmentalGeoenvironmentalGeoengineeringGeotechnicalStructuralTransportation
• Computer EngineeringLeadership
• Electrical EngineeringLeadershipOptics
• Energy EngineeringLeadershipNuclearSolar
• Mechanical EngineeringLeadership
• Plastics EngineeringLeadershipCoatings &AdhesivesFibers &CompositesSynthetic Fibers

Education Specialist (EdS)

• Administration, Planning &Policy ([https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf](https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf))
• Curriculum &Instruction ([https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf](https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf))Education of Diverse Populations
• Reading &Language ([https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf](https://www.uml.edu/catalog-AY21/pdf/Graduate.pdf))
About Graduate Certificates

Most graduate certificate are comprised of four courses designed to provide specific knowledge and expertise vital to today’s changing and complex needs in the work place. In most cases courses may be applied toward a degree program.

Requirements to Complete a Graduate Certificate

The courses to complete the certificate must be completed within a five year period with a minimum 3.0 grade point average, and with no more than 3 credits below B. Courses completed for one certificate may not be used for another certificate. Courses may not be transferred into a graduate certificate; however, approved course substitutions are allowed.

Certificate Application Process

Individuals must complete a simplified application and provide an official undergraduate transcript indicating that a baccalaureate degree has been awarded. GRE’s are not required. NOTE: If your bachelor’s degree is from outside of the U.S., you may be required to take the TOEFL examination. See the university’s requirements for graduate admission.

Graduate Certificates Offered

- Additive Manufacturing (AM) in Radio Frequency (RF) & Microwave (MW) Applications
- Applied Statistics
- Behavioral Intervention in Autism for Board Certified Behavior Analyst
- Behavioral Management in Autism (BCaBA)
- Biomedical Engineering and Biotechnology
- Biotechnology & Bioprocessing
- Business Analytics
- Chemistry
- Clinical Pathology
- Commercial Development for Plastic Engineers
- Communications Engineering
- Composites and Materials
- Criminal Justice Leadership & Policy Development
- Cyber Security
- Design and Manufacturing
- Diversity in the Workplace
- Domestic Violence Prevention
- Energy Conversion
- Environmental Atmospheric Science
- Environmental Biotechnology
- Environmental GeoScience
- Ergonomics & Biomechanics
- Evaluation and Assessment
- Family Studies
- Field Programmable Gate Array
- Field Programmable Gate Array Lab Enhanced (corporate program)
- Financial Management
- Forensic Criminology
- Foundations of Business
- Health Informatics
- Health Management
- Human Computer Interaction
- Integrated Engineering Systems (interdisciplinary)
- Innovation and Entrepreneurship
- Materials Sciences & Engineering
- Medical Imaging and Instrumentations
- Medical Plastics Design & Manufacturing
- Microelectromechanical Systems / Nano electromechanical Systems (interdisciplinary)
- Microwave and Wireless Engineering
- Modeling, Simulation, and Control of Systems and Processes
- Molecular & Cellular Biotechnology
- Nutritional Sciences
- DHET Program
Professional Science Master’s (PSM)

What differentiates the PSM from the core Master’s degree?

The Professional Science Master’s (PSM) is an innovative, non-thesis degree option designed for students to pursue advanced training in science, health or engineering while simultaneously developing professional leadership skills highly valued by employers. PSM programs typically consist of 8 core courses in science, health or engineering, three professional courses in leadership, communication and project management, a paid internship or professional development project and a reflective seminar. PSM programs have been developed in concert with industry in response to employer demands for specific skills and knowledge above and beyond the core science curriculum.

In contrast to typical masters degrees, which require a thesis as a step toward preparation for an academic career, PSM programs are designed as terminal degrees that prepare candidates to compete in the global market. In essence, PSM programs are the MBAs of the 21st century. The National PSM Association offers networking and professional workshops to promote continued career development for PSM alumni across the country.

What PSM programs are available at UMass Lowell?

Graduates earn a masters degree in science with a PSM Option in the fields indicated below.

**Biological Sciences**
(https://www.uml.edu/Catalog/Graduate/Sciences/Biology/Default.aspx)

- Applied Biotechnology
- Environmental Biotechnology
- Biosafety
- Project Management in Life Sciences

**Biomedical Engineering and Biotechnology** - Applications for this program have been suspended.

**Chemistry**
(https://www.uml.edu/Catalog/Graduate/Sciences/Chemistry/Default.aspx)

- Chemistry and Polymer Science
- Pharmaceutical Biochemistry

**Clinical Laboratory Sciences** - Applications for this program have been suspended.

- Peace and Conflict Resolution
- Pharmaceutical Science
- Photonics & Opto-Electronic Devices
- Plastics Design
- Plastics Engineering Fundamentals
- Plastics Materials
- Plastics Processing
- Public Health Laboratory Sciences
(https://www.uml.edu/Catalog/Graduate/Health-Environment/Clinical-Lab-Nutritional-Sci/Certificate-Program.aspx)
- Public Health Studies
- Radiological Health Physics & General Work Environment Protection
- Renewable Energy Engineering (interdisciplinary)
- Security Studies
- Structural Dynamics and Acoustic Modeling Techniques
- Supply Chain and Operations Management
- System Models and Management
- Victim Studies
- VLSI & Microelectronics
- Wind Energy Engineering
Learning Outcomes Assessment Policy

In keeping with the University's commitment to excellent educational experiences and high-quality programs for its students, and consistent with practices at other institutions within the state and nationally, UMass Lowell routinely engages in the assessment of student learning at the course, program, institution and systems levels. The learning outcomes assessment process may include a variety of methods such as standardized tests, student surveys and focus groups, campus developed instruments, and a review of student will be protected. In circumstances beyond the individual course level, the identity of the student will be protected. The student's name, grade or other identifying information will be removed before the student work is reviewed. Selected student work may be subject to review by a limited cohort of higher educational personnel, primarily faculty. Assessment of student learning is undertaken primarily for the purpose of improving student learning, curriculum development, instructional improvement, and enhancing student academic success. Assessment activities will have absolutely no effect on a student's grade, academic standing, ability to transfer, or ability to be graduated. UMass Lowell will take all necessary steps to ensure the confidentiality of all student records and student work reviewed through this process in accordance with FERPA regulation.

UMass System Graduate Programs

UMass Lowell offers two intercampus programs drawing on the strengths of the whole UMass System.

- Marine Science
- Biomedical Engineering & Biotechnology Program

Bachelor's to Master's Programs

Earn Two Degrees in as Little as Five Years

- Eligibility
- Course Credits
- How to Transition
- Francis College of Engineering Expanded Bachelor's to Master's Policy

NOTE: A course with a Pass/No Credit election cannot be applied to the university's Bachelor's to Master's Program.

In order to encourage outstanding UMass Lowell
undergraduate degree students to continue their studies towards an advanced degree, qualified students may transition to the Bachelors to Masters Degree Option (Bachelor’s to Master’s programs include the Fast Track to Teaching and Plus 1 programs.)

This option carries distinct benefits. No graduate application is required for UMass Lowell's Bachelor’s to Master’s programs. In addition, many departments offer course credit benefits. (For detailed information regarding specific course credit benefits, please see the Graduate Coordinator in the respective masters degree granting department.)

The transcripts of the students who declare their intention to transition to master's programs will be reviewed by the graduate coordinator to ensure the GPA and prerequisite requirements are met. Students should also provide one letter of recommendation to support their transition to the master's program. Refer to the Bachelor’s to Master’s (https://www.uml.edu/Academics/undergraduate-programs/bachelors-masters.aspx) page for more information.

Eligibility

Any UMass Lowell undergraduate junior or senior with a grade point average of 3.0 or better may apply to a Masters degree program at UMass Lowell under the Accelerated Bachelors to Masters Degree Option. However, to be accepted into this option the following minimum conditions must be met (individual departments may have more stringent requirements):

1. The student must have a cumulative grade point average of 3.0 or above at the time the baccalaureate degree is conferred in order to maintain eligibility for this option.
2. The student must apply for and receive his/her baccalaureate degree before matriculating into the graduate program.
3. Once accepted, a student is expected to begin his/her graduate studies in the semester immediately following conferral of the baccalaureate degree unless the student submits a written request for deferral. A student is allowed to defer for a maximum of one year from the date of acceptance. For example, if accepted for the Spring 2020 semester, an individual can defer to either the Fall 2020 or Spring 2021 semesters. A student defers acceptance by submitting a written request to the Office of Graduate Admissions (mailto:Graduate_Admissions@uml.edu). All deferral requests must specify which semester the student wishes to enroll. Students who are confirmed to transition to the Bachelors to Masters Degree Option who opts not to enroll in at least one course within the graduate department to which they have been accepted in the semester immediately following conferral of the bachelors degree and who does not submit a deferral request forfeits his/her rights to benefits under this program. Should the student decide to begin his/her studies at a later time he/she will be required to the graduate program and submit all required admission materials.

Course Credits

The graduate degree granting department may allow course credit benefits; however, the following requirements apply:

1. Any graduate courses taken by a baccalaureate degree student that are credited towards the Masters degree must have been obtained with a grade of B or better.
2. A graduate level course used to fulfill both an undergraduate degree requirement and a undergraduate minor requirement is also eligible to be used in the Master’s, but only up to the maximum number allowed for the specific Master’s degree.
3. Only courses of 5000 level or higher may count toward the Masters degree.
4. Transfer credits is not accepted for graduate certificates. The Bachelors to Master’s program benefits do not include credits toward a graduate certificate
5. As defined by the graduate degree granting department, a maximum of 12 graduate credits (5000 level or above) may be used for the masters degree as follows: - Up to 12 credits may be transferred provided these graduate credits were taken in excess of the university minimum of 120 baccalaureate degree credits,or,- for programs requiring fewer than 33 credits, a maximum of up to six credits of graduate (5000 level or higher) courses may be used by a student in the Accelerated Bachelor’s to Master’s Degree Option for both the
graduate and undergraduate degrees; or,

- for program requiring 33-35 credits, at the discretion of the affected department, a maximum of up to nine credits of graduate (5000 level or higher) courses may be used by a student in the Accelerated Bachelor’s to Master’s Degree Option for both the graduate and undergraduate degrees; or,

- for programs requiring 36 or more credits, at the discretion of the affected department, a maximum of up to twelve credits of graduate (5000 level or higher) courses may be used by a student in the Accelerated Bachelor’s to Master’s Degree Option for both the graduate and undergraduate degrees.

6. Students must petition to have specific courses (5000 level or above) taken during their undergraduate career apply towards their graduate degree via an Academic Petition.

7. A course with a Pass/No Credit election cannot be applied to the University’s Bachelor’s to Master’s Program.

Eligibility

Applicants for this expanded program must have a minimum undergraduate cumulative GPA of 3.0 in appropriate engineering majors from other ABET-accredited institutions. As with current admissions policy in Engineering, the GRE may be waived for applicants meeting these criteria (minimum GPA from ABET-accredited engineering program).

Double Counting

Consistent with the current transfer policy, only graduate courses with grades of B or better may transfer. Also consistent with current policy, each department decides whether a course from another institution may or may not fulfill a departmental program requirement.

Graduate Programs

UMass Lowell offers more than three dozen master’s programs, including Education Specialist (Ed.S.) post-graduate programs. Many of our programs have non-thesis options. If you’re not ready to matriculate into a full program, consider our certificate programs. If you are looking for a doctoral program, we offer more than two dozen in a wide range of disciplines.

Online & Professional Studies Programs

UMass Lowell offers a number of graduate degrees and certificates and part-time undergraduate degrees and certificates entirely online, or as a mix of online and on-campus courses through its Division of Graduate, Online & Professional Studies. By making the courses available online - during the evening and on weekends - the University makes it easier for busy professionals to fit education into their lives.
General Regulations for Graduate Students

Each University student is subject to two sets of academic regulations - those of the University as a whole, which are cited in this section, and the academic rules of the college and program in which he or she is enrolled. The academic rules of colleges and programs are listed in sections devoted to college programs.

In registering for courses, each student assumes full responsibility for knowledge of and compliance with the definitions, regulations, and procedures for the University, as set forth in this publication. Moreover, in accepting admission to the University, each student assumes responsibility for knowledge of and compliance with the definitions, regulations, and procedures of the University pertaining to his or her student status as set forth in the appropriate UML publications.

Students who have questions about the interpretation or application of University academic policy should consult the dean of their college or the Vice Provost for Graduate Education.

Graduate Policies

- Academic Integrity
- Academic Standing
- Acceptance of Master's Degree Toward Doctoral Requirements
- Commencement
- Course Credit
- Course Descriptions
- Degree Completion: Doctoral Degree
- Degree Completion: Master’s Degree
- Dissertation and Thesis Guide
- Equal &fair Treatment
- Grading Policies
- Graduate Clearance
- Graduate Grade Appeal Process
- Learning Outcomes Assessment
- Registration &Enrollment
- Right of Access to Student Records
- Statue of Limitations

- Transcripts
- Transfer Credits
- University Appeals Process Regarding Academic (Non-misconduct) Issues
- University Disciplinary Procedures
- Veterans Benefits and Transition
- Withdraw from a Course or the University

Academic Integrity Policy

UNIVERSITY OF MASSACHUSETTS LOWELL POLICY AND PROCEDURES RELATING TO STUDENT ACADEMIC INTEGRITY AND MISCONDUCT

I. Statement of Principles: The University has a responsibility to promote academic honesty and integrity and to develop procedures to deal effectively with instances of academic dishonesty. Students are responsible for the honest completion and representation of their work, for the appropriate citation of sources, and for respect of others academic endeavors. Academic dishonesty is prohibited in all programs of the university.

II. Academic Misconduct Subject to Disciplinary Action:

(1) Academic misconduct is an act in which a student:

(a) Seeks to claim credit for the work or efforts of another without authorization or citation;
(b) Uses unauthorized materials or fabricated data in any academic exercise;
(c) Forges or falsifies academic documents or records;
(d) Intentionally impedes or damages the academic work of others;
(e) Engages in conduct aimed at making false representation of a students academic performance; or
(f) Assists other students in any of these acts.

(2) Examples of academic misconduct include, but are not limited to: cheating on an examination; collaborating with others in work to be presented, contrary to the stated rules of the course; submitting a paper or assignment as ones own work when a part or all of the paper or assignment is the work of another; submitting a paper or assignment that contains ideas or research of others without appropriately identifying the sources of those ideas; getting unauthorized access to examinations or course materials; submitting, without the permission of the current instructor, work previously presented in another course; tampering with the laboratory experiment or computer program of another student; knowingly and intentionally assisting another student in any of the above, including assistance in an arrangement whereby any work, classroom performance, examination or
other activity is submitted or performed by a person other than
the student under whose name the work is submitted or
performed.

III. Possible Disciplinary Sanctions:

(1) The following are the disciplinary sanctions that may be
imposed by an instructor for academic misconduct:

(a) An oral or written notice of misconduct;
(b) An assignment to repeat the work, to be graded on its
merits;
(c) A lower or failing grade on the particular assignment or
test;
(d) A lower grade in the course;
(e) A failing grade in the course;

In addition, an instructor or the Academic Dean may
recommend the following sanctions:

(f) A non-deletable failing grade in the course;
(g) Suspension from the University; (h) Expulsion from the
university.

Sanctions f h are imposed by the Office of the Provost.

(2) One or more of the disciplinary sanctions listed above may
be imposed for an incident of academic misconduct.

IV. Definitions

As used herein:

(1) Office of the Provost means the Provost, Vice Provost or a
designee.

(2) Days means academic calendar days and excludes
Saturdays, Sundays, legal holidays and days upon which the
university is closed.

(3) Academic Dean means the Academic Dean or designee for
the college in which the subject course is taught.

(4) Instructor refers to the Instructor of Record.

(5) Minor Disciplinary Sanction means a disciplinary sanction,
identified in paragraph III (1) (a)-(e) and imposed, for academic
misconduct, upon a student by an instructor.

(6) Major Disciplinary Sanction means a disciplinary sanction,
identified in paragraph III (1) (f)-(h) and imposed, for academic
misconduct, upon a student by the Office of the Provost or the
Academic Integrity Appeals Board upon the recommendation
of the instructor or the Academic Dean or imposed at the
discretion of the Office of the Provost.

(7) Notice to the student, whenever required herein, shall be e-
mailed to the students official student.uml.edu e-mail address
or mailed to the student by regular first class United States mail
at his or her current address as maintained by the university.

V. Imposition of Disciplinary Sanctions by the Instructor:

(1) Where an instructor concludes that a student enrolled in
one of his or her courses has engaged in academic misconduct,
the instructor may impose one or more of the following
disciplinary sanctions, as listed under paragraph III,
subsections (a) through (e):

(a) An oral or written notice of misconduct;
(b) An assignment to repeat the work, to be graded on its
merits;
(c) A lower or failing grade on the particular assignment or
test;
(d) A lower grade in the course;
(e) A failing grade in the course.

(2) When possible, prior to imposing a minor sanction, the
instructor shall notify the student that the instructor believes an
act of academic misconduct has occurred, that a sanction may
be imposed, and that a Notification of Academic Dishonesty
Form will be filed with the Office of the Provost.

(3) Upon the imposition of a minor sanction under this section,
the instructor shall notify the Office of the Provost.
Notification to the Office of the Provost shall occur within 10
days, using the Notification of Academic Dishonesty Form
(https://powerforms.docusign.net/0687535d-2f15-49db-b1e5-
1190d3448cb7?env=na2), and shall include identification of
the student, a description of the misconduct and a specification
of the sanction imposed.

(4) Within 10 days following receipt of such notice, the Office
of the Provost shall provide notice of the imposed discipline to
the student, the instructor and to the Academic Dean.
Notification to the student shall include a statement of the
misconduct, specification of the sanction imposed, a statement
indicating the students right to an appeal before the Academic
Dean and a link to the policy and procedures set forth herein.

(5) A student who receives notice of a disciplinary sanction
imposed under this section has the right to a hearing before the
Academic Dean to contest the determination that academic
misconduct occurred or the disciplinary sanction imposed or
both. If the student desires such a hearing, he or she must file a
written request with the Office of the Provost and the
Academic Dean within 10 days of receipt of notice from the
Office of the Provost.

(6) In the event that the student does not file a written request
for an appeal within 10 days, the Office of the Provost shall
review the matter with respect to the subject student and may,
at his or her discretion, uphold the recommended sanction or
impose a major sanction. In any event, the Office of the
Provost shall, within a reasonable time, provide notice of the
outcome to the student, the instructor and to the Academic
Dean.

VI. Recommendation of Major Disciplinary Sanction by the
Instructor:

(1) Where an instructor concludes that a student enrolled in one of his or her courses has engaged in academic misconduct in the course, the instructor for that course may recommend one or more of the following disciplinary sanctions:

(f) A non-deletable failing grade in the course;
(g) Suspension from the University;
(h) Expulsion from the University.

(2) When possible, prior to the recommendation of a major sanction, the instructor shall notify the student that the instructor believes an act of academic misconduct has occurred, that a major sanction is being recommended, and that a Notification of Academic Dishonesty Form will be filed with the Office of the Provost.

(3) Upon the recommendation of a major sanction under this section, the instructor shall notify the Office of the Provost using the Notification of Academic Dishonesty Form (https://powerforms.docusign.net/0687535d-2f15-49db-b1e5-1190d3448cb7?env=na2). Notification to the Office of the Provost shall occur with 10 days and shall include identification of the student, a description of the misconduct and a specification of the sanction recommended.

(4) Within 10 days following receipt of such notice, the Office of the Provost shall provide notice of the recommended discipline to the student, the instructor, and the Academic Dean. Notification to the student shall include a statement of the misconduct, specification of the sanction recommended, a statement indicating the student’s right to an appeal before the Academic Dean and a copy of the policy and procedures set forth herein.

(5) A student who receives notice of a disciplinary sanction recommended under this section has the right to a hearing before the Academic Dean to contest the determination that academic misconduct occurred or the disciplinary sanction recommended or both. If the student desires such a hearing, he or she must file a written request with the Office of the Provost and the Academic Dean within 10 days of receipt of notice from the Office of the Provost.

(6) In the event that the student does not file a written request for an appeal within 10 days, the Office of the Provost shall review the matter and may, at his or her discretion, impose or modify the sanction recommended. In any event, the Office of the Provost shall, within a reasonable time, provide notice of the outcome to the student, the instructor, and to the Academic Dean.

VII. Appeal to the Academic Dean:

When an appeal to the Academic Dean is commenced in accordance with the provisions set forth in Paragraphs V(5) or VI(5), the Academic Dean shall proceed in accordance with this section to consider one or more of the disciplinary sanctions listed in paragraph IV, subsections (1) (a) through (h).

(1) Conference With Student: The Academic Dean shall offer to discuss the matter with the student. The purpose of this discussion is to permit the Academic Dean to review with the student the charges levied against him or her and to afford the student an opportunity to respond.

(2) Conference With Instructor: The Academic Dean shall attempt to discuss the matter with any involved instructor. This discussion may occur either before or after the conference with the student. It should include consultation with the instructor on the facts underlying the alleged academic misconduct and on the appropriateness of the imposed or recommended sanction.

(3) Determination that No Academic Misconduct Occurred: If, as a result of discussions under subsections (1) and (2), the Academic Dean determines that academic misconduct did not in fact occur or that the disciplinary sanction is not appropriate under the circumstances, the Academic Dean shall notify the instructor and the Office of the Provost. The Office of the Provost shall promptly thereafter notify the student and take appropriate action with respect to the student records.

(4) If, as a result of discussions under subsections (1) and (2), the Academic Dean determines that academic misconduct did occur and that one or more of the disciplinary sanctions listed under paragraph III, subsections (1) (a) through (h) is appropriate, the Academic Dean shall prepare and forward to the Office of the Provost, within 10 days, a written Finding of Misconduct which shall include identification of the student, a description of the alleged misconduct, a summary of evidence, findings of fact and a specification of the disciplinary sanction imposed.

VIII. Appeal to the Office of the Provost

The decision reached by the Academic Dean may be appealed to the Provost Office of the Provost if the student believes that he or she did not receive due process.

Grounds for Appeal of Due Process

An appeal to the Office of the Provost shall be limited to a review of supporting documents and the process and outcome of the Academic Dean or designee for one or more of the following grounds:

Bias by the Instructor, Academic Dean, or designee substantially influenced the outcome of the process to the detriment of the student.

New, relevant information has come to light that was not available at the time of the hearing by the Academic Dean.

Unusual procedures were followed or the procedures outlined herein were not followed, to the detriment of the student.
If the student desires such a hearing, he or she must file a written request with the Office of the Provost and the Academic Dean within 10 days of receipt of notice from the Office of the Provost. The request must be based upon the Grounds for Appeal listed above.

(2) When an appeal to the Office of the Provost is commenced in accordance with this paragraph, the Office of the Provost shall review the matter with respect to the subject student and may, at his or her discretion, uphold, vacate or modify the discipline imposed or direct such appeal to be heard by the Academic Integrity Appeals Board. In any event, the Office of the Provost shall, within a reasonable time, provide notice of the outcome to the student, instructor, and to the Academic Dean.

(3) In the event that the student does not file a written request for an appeal within 10 days, the Office of the Provost shall review the matter with respect to the subject student and may, at his or her discretion, uphold or modify the discipline imposed. In any event, the Office of the Provost shall, within a reasonable time, provide notice of the outcome to the student, instructor and to the Academic Dean.

IX. Role of the Academic Integrity Appeals Board:

(1) The Academic Integrity Appeals Board is an ad hoc committee appointed by the Office of the Provost and consists of a minimum of three faculty members chosen by the Office of the Provost with no two members selected from the same College; the board shall not include a faculty member from within the department initiating charges of academic dishonesty. The Board is chaired by the Office of the Provost who shall vote only in the case of a tie. [Or One member shall serve as Chair at the direction of the Office of the Provost. The Chair shall vote only in the case of a tie.]

When an appeal is directed to the Academic Integrity Appeals Board by the Office of the Provost in accordance with the provisions set forth in Paragraphs VIII, the Academic Integrity Appeals Board shall schedule the hearing, within a reasonable time period, at a time that is mutually agreed upon by the student, Office of the Provost and members of the Academic Integrity Appeals Board.

(2) Reasonably in advance of the hearing, the Academic Integrity Appeals Board shall obtain from the Academic Dean, in writing, a full explanation of the facts upon which the determination of misconduct was based and shall provide to the student a copy of the policy and procedures set forth herein.

(3) The hearing before the Academic Integrity Appeals Board shall be conducted in accordance with the following requirements:

(a) The Academic Integrity Appeals Board shall consider relevant evidence including documentary evidence and testimony of the instructor, student, Chair and/or Dean where appropriate.

(b) The student shall have the right to be heard and to present relevant evidence, including documentary evidence and the testimony of witnesses, in his or her own behalf.

(c) The Academic Integrity Appeals Board shall maintain a record of the hearing including any and all pleadings and documentary evidence presented.

(d) The Academic Integrity Appeals Board shall prepare written findings of fact and a written statement of its decision based upon the record of the hearing.

(e) The Academic Integrity Appeals Board may find academic misconduct and impose a sanction of suspension or expulsion only if the proof of such misconduct is clear and convincing. In other cases, a finding of misconduct must be based on a preponderance of the credible evidence.

(f) The Academic Integrity Appeals Board may impose a disciplinary sanction that differs from the recommendation of the Academic Dean.

(g) The instructor or Academic Dean may be witnesses at the hearing conducted by the Academic Integrity Appeals Board, but shall not have responsibility for conducting the hearing.

(4) Determination that No Academic Misconduct Occurred: If, after the hearing, the Academic Integrity Appeals Board determines that there is insufficient evidence that academic misconduct occurred or that no disciplinary sanction is appropriate under the circumstances, the Academic Integrity Appeals Board shall notify the instructor, the Academic Dean and the Office of the Provost. The Office of the Provost shall promptly thereafter notify the student and take appropriate action with respect to the student records.

(5) Process Following Determination by the Academic Integrity Appeals Board that Academic Misconduct Occurred:

(a) If, after the hearing, the Academic Integrity Appeals Board determines that academic misconduct did occur and that one or more of the disciplinary sanctions listed under paragraph III, subsections (1) (a) through (h) is appropriate, the Academic Integrity Appeals Board shall prepare and forward to the Office of the Provost, within 10 days, a written Finding of Misconduct which shall include identification of the student, a description of the misconduct and a specification of the disciplinary sanction to be imposed.

(b) Within 10 days following receipt of the written Finding of Misconduct from the Academic Integrity Appeals Board, the Office of the Provost shall provide written notice of the imposed discipline to the instructor, the Academic Dean and
Academic Catalog 2020 - 2021 / Graduate - Policies

the student.

Academic Standing

- Warning Notice
- Probation
- Academic Dismissal and Reinstatement
- Graduate Fresh Start
- Spring 2020 Academic Standing

GPA Minimum

No more than 6 course credits of grades below a B may be counted toward the master’s degree; no more than 9 credits of the same grades may be counted toward the doctorate. No graduate degree will be awarded to any student whose overall cumulative grade point average falls below 3.0.

Academic Standing

The university will temporarily suspend our student Academic Standing status process. Designations of Warning, Probation, or Dismissal will not appear on transcripts for Spring or Summer 2020. Students will maintain their spring/summer 2020 academic standing through the Fall of 2020.

Warning Notice

Any graduate student whose semester grade point average (GPA) falls below 3.0 will automatically receive a warning notice which will also be sent to the graduate coordinator, and filed with the student’s record in the Registrar’s Office. The student will be strongly advised to meet with the graduate coordinator or his/her designee within 30 days of receipt of the warning notice and develop an academic plan to bring his or her GPA to a level above 3.0.

Probation

Any graduate student whose semester GPA falls below 3.0 for a second time, will automatically receive a probation notice from the Vice Provost for Graduate Education. Copies of the letter will be sent to the graduate coordinator, chairperson, college dean, and also placed on file with the student’s record in the Registrar’s Office. Within 30 days, the department graduate committee, chaired by the graduate coordinator or his/her designee, will meet with the student and decide whether to recommend loss of degree candidacy. Such a decision or other course of action will be fully documented in writing with copies sent to the chairperson, and college dean. A recommendation of loss of degree candidacy and dismissal are subject to the approval of the college dean.

Academic Dismissal and Reinstatement

Any student whose semester GPA falls below 3.0 for a third time, and whose cumulative GPA is below 3.0, will automatically be dismissed from his or her graduate program and the University. Reinstatement will be considered if the student provides a detailed justification and academic plan concerning how he or she will correct this academic deficiency. The plan must be attached to a Graduate Academic Petition and approved by the graduate coordinator, chairperson, the college dean, and the Vice Provost for Graduate Education or his/her designee. If any of the above individuals disapproves of the reinstatement, the dismissal will remain in effect and no subsequent appeals will be considered.

Independent of the warning/probation/dismissal system, the dean of the college where the student’s degree program resides may at any time examine the performance of any student not meeting the academic standard expected of graduate students within that college and recommend to the appropriate graduate committee a course of action including dismissal.

For the procedure for formal adjudication of any academic issues (non-misconduct) which may arise, please see University Appeals Process Regarding Academic (non-misconduct) Issues of Graduate Students.

Graduate Fresh Start

Master and Doctoral degree candidates and non-degree students who have been absent from the University for four years or longer may be readmitted under the program Graduate Fresh Start. If admitted into a degree granting program, under the terms of Graduate Fresh Start, a returning graduate student will be treated as if s/he were a new student. A maximum of two courses (six credits) at the 500 level or higher completed during earlier periods of enrollment with grades of "B" or better may, with the approval of the degree granting department, be transferred into the degree program. These courses must be transferred via an academic petition and will be accepted toward graduation but not included in the cumulative grade point average (GPA). Thesis and dissertation research credits are ineligible for transfer. Courses completed during earlier periods of enrollment with grades below "B" are not eligible for transfer. A student may be readmitted under the Graduate Fresh Start program only once at the graduate level.

Students who wish to be considered for the Graduate Fresh Start Program must follow the normal procedures for admission to the University and file a Graduate Fresh Start Contract (https://www.uml.edu/docs/graduatefreshstart16_tcm18-229435.pdf) (pdf). Academic Petitions for transfer credits must be approved by the appropriate graduate coordinator and/or department chair of the degree granting department, and must be filed with the University Registrar. In addition, the student must submit a personal statement which addresses personal
and professional growth during the period of time in which the student was absent from the University which supports the students potential for academic success. If admitted, credits and GPA start at zero. Transfer courses may count towards the degree, but are not included in the GPA.

All courses taken and grades achieved during earlier periods of enrollment will appear on the transcript along with a notation that they are not included in the cumulative grade point average. Once this change is made to the academic record, the change can NOT be reversed.

Spring 2020 Academic Standing

The university will temporarily suspend our student academic standing status process. Designations of "Warning", "Probation", or "Dismissal" will not appear on transcripts for Spring 2020. Students will maintain their Spring 2020 academic standing through the Fall of 2020. The university will determine students who have earned a place on the dean's list based on their calculated letter-grade GPA for Spring 2020.

Acceptance of Foreign or American Master's Degree toward Doctoral Requirements

Students accepted into a doctoral program who hold a master's degree in the same or a closely related discipline from a U.S. or foreign academic institution will have their transcripts and supporting documentation reviewed by the department graduate committee.

The committee may choose one of the following actions:

1. Approve all coursework and thesis for the master's degree up to the total number of credits granted by the University of Massachusetts Lowell department for its master's degree, and thereby require the student to complete only "beyond the master's" course/thesis credits for the doctorate.
2. Accept the U.S. or foreign master's degree, but because of deficiencies in the student's master's program, require a limited number of graduate courses to be added to the total credits required for doctoral degree completion "beyond the master's".
3. Require that a student with a U.S. or foreign master's degree obtain a University of Massachusetts Lowell master's degree before proceeding to the doctorate.

All coursework for U.S. or foreign master's degrees considered for approval by the department must be at a grade level of B or better. Official, documented verification of the degree awarded must also be provided.

Commencement

CommencementConferring of DegreesAcademic HonorsReplacement Diploma

Commencement

Graduation exercises are held once a year at the end of the spring semester. Students who have completed degree requirements during spring semester or the previous summer term or fall semester are permitted to attend commencement exercises, and their names are listed in the commencement booklet. Attending commencement exercises is not compulsory. An individual who wishes to receive a diploma by mail must notify his/her college dean and file a corrected address through student self service if he or she anticipates moving from a previously reported permanent address.

Conferring of Degrees

- In May for students completing degree requirements during the spring semester.
- In late August for students completing degree requirements during the summer term.
- In February for students completing degree requirements during the fall semester.

Individuals who wish to submit verification of degree completion to employers or to graduate schools during the period between the end of their final grading period and the awarding of diplomas may obtain a letter of completion from the Registrars Office.

Academic Honors

Due to the many fields and diversity of study at UMass Lowell, academic honors for graduate students are discipline-based and vary within respective colleges. Honors for graduate students are not listed on transcripts.

Replacement Diploma

Replacement diplomas may be ordered through Registrar's Office for an additional fee.

Registration and Enrollment Policies
Continuous Registration

In order to maintain continuity of enrollment, a matriculated student must register each fall and spring until the program of study is complete and the degree has been earned. A graduate student who plans to receive his/her graduate degree in the summer term (awarded in August) must register during the previous summer session in order to maintain continuous matriculation.

If for any reason a student is not registered for a course (because of a leave of absence or because the thesis or dissertation has been successfully defended, but the final manuscript has not been submitted to the library), the student must register for CONT.6010 (Continued Matriculation) in order to maintain continuous registration. Since students are not allowed to register if they have outstanding financial obligations to the university, it will be necessary for them to clear their financial record in order to register for Continued Matriculation.

Master’s students may only register for two semesters of Continued Matriculation. Doctoral candidates may register for up to three semesters. Exceptions to the this rule may be granted with approval of the academic department (Graduate Coordinator/Department Chair) and college dean. Students completing a thesis or dissertation must also have the approval of their thesis/dissertation advisor. Exceptions must be requested via a Graduate Academic Petition. If an exception is not granted, the student will be withdrawn from the University and need to reapply. If a student reenrolls and is readmitted, the rules regarding the Statute of Limitations restart.

Continued Matriculation does not entitle a student to any use of university facilities, services or resources, but only maintains an active record and provides for appropriate mailings. Students who are engaged in academic work necessary to complete their thesis or dissertation, participate in a required full time internship or curricular practical training, or otherwise engage in or make use of University facilities or other resources must register for a minimum of 1 credit. (Note: Specific internship/CPT requirements will vary by department and students may be required to register for 3, 6, or 9 credits depending upon their program of study.)

The rules regarding the Statute of Limitations for the completion of master’s and doctoral degrees still apply to students registered for Continued Matriculation.

All international students on F-1 or J-1 visas must register as full-time students (9 credits) each semester until their degree requirements are completed. Any variance from this policy must be approved by the International Student and Scholars Office.

A student who fails to maintain continuous matriculation loses the status of a degree candidate and must reapply to the Graduate Admissions Office for readmission and for renewal of candidacy.

Dropping Classes and Refund Policy

Graduate students may drop courses during the first ten days of classes and receive a refund. No refund will be given after these time periods. To formally withdraw from a course during this period, or thereafter, the student must drop the course through SiS (https://www.uml.edu/Enrollment/SiS/default.aspx) self service (www.uml.edu/enrollment/isis/default.aspx). If the student fails to officially drop a course, he or she will remain enrolled and be required to pay for tuition and fees. In addition, if the student does not drop a course and does not attend classes, he or she will receive an "F" on the official transcript.

Changes in Registration

Courses may be added or dropped through self-service in SiS (https://www.uml.edu/Enrollment/SiS/default.aspx). Students who wish to add a course during the sixth through 10th day of classes will need a permission number from the instructor of the course. Permission numbers are not needed to drop a course. In addition, students may change from audit to credit or from credit to audit during this period. Courses dropped during the first 10 academic days will not appear on the student’s permanent record. No new courses may be added and no course may be changed from audit to credit after the tenth day of the course. Permission numbers are not needed to drop a course. In addition, students may change from audit to credit or from credit to audit during this period. Courses dropped during the first 10 academic days will not appear on the student’s permanent record. No new courses may be added and no course may be changed from audit to credit after the tenth academic day. Thereafter, a student wishing to drop courses must do so by the date indicated in the Graduate Academic Calendar (https://www.uml.edu/Registrar/Calendars/default.aspx).

No refund of tuition and fees is allowed after the tenth day of the semester. The grades for courses dropped after the tenth day will appear as W on the student’s record.

Change of Program

A graduate student wishing to change departments or transfer to a doctoral program upon completion of his or her master’s degree must follow the steps listed below:

1. No transfers will be considered until the student has been
in the original department in which he or she was accepted for at least one semester.

2. All sections of a new application sheet must be completed.

3. If so desired, the student may request that all test scores, letters of recommendation, etc., in his or her original file be used as part of his or her new application package.

4. The student must specify on the application form when his or her master's degree will be completed and when he or she will actually begin doctoral studies (for students applying to a doctoral program).

5. A check made payable to University of Massachusetts Lowell to cover the application fee must be included, or payment must be made by credit card when applying online.

Course Credit

Maximum Semester Credit Limit
Graduate Credit for Undergraduate Courses
Undergraduate Credit for Graduate Courses

Maximum Semester Credit Limit

The usual course load for full-time graduate students is 9 credits/semester. Depending upon the program requirements and abilities of the student, individuals may carry more than 9 credits each semester. However, the absolute maximum number of total credits (combined undergraduate and graduate) for which a graduate student will be allowed to register is 18 credits/semester. The maximum number of thesis or dissertation credits for which a student may enroll in any semester is nine credits.

During the summer term students are classified as full-time when they are registered for a minimum of 9 credits which may combine courses/credits from the different sessions within the summer term. Students who enroll in only one of the accelerated summer session (summer I or summer II) may be considered by the institution as the equivalent to full-time for the specific time period of that session only when registered for a minimum of 6 credits. This is for enrollment purposes only. Please note: Financial aid, veterans benefits or other types of aid define 9 credits for full-time study.

Navitas Summer Pathway Program
The University of Massachusetts Lowell (UMass Lowell) offers a 10-week summer session to its Pre Undergraduate and Pre Masters international students. These students are admitted into a Bachelors or Masters program with the condition of a preparatory semester(s) which could encompass the summer session. The Pre Undergraduate and Pre Masters summer session consists of intensive academics of 18-22 clock hours per week in English, Mathematics and Cultural Support.

Graduate Credit for Undergraduate Courses

UMass Lowell courses at the 400 level are designed for seniors but under certain circumstances may be taken by graduate students for graduate credit. A maximum of 6 credits of 400 level courses may be used for credit toward the graduate degree with the permission of the degree granting department. Three hundred level courses and below are never counted toward a graduate degree. If a graduate student takes certain undergraduate courses to make up for background deficiencies or to satisfy language requirements, the course credit hours are not used as part of the graduate degree program but will appear on the graduate transcript.

Undergraduate Credit for Graduate Courses

A qualified junior or senior may take a course at the 500 level for undergraduate credit in accordance with the policy and procedures of the department or college in which the course is offered. The grade received in any such course is used in calculating the undergraduate’s cumulative grade point average. Counting of graduate credits for both the bachelors and masters degrees is subject to departmental requirements.

At no time may grades computed in an undergraduate GPA be used toward a graduate GPA.

Course Designations

- Course Numbering System
- Continuing Graduate Research
- Course Prefixes
- Audit

Maximum Semester Credit Limit

The usual course load for full-time graduate students is 9 credits/semester. Depending upon the program requirements and abilities of the student, individuals may carry more than 9 credits each semester. However, the absolute maximum number of total credits (combined undergraduate and graduate) for which a graduate student will be allowed to register is 18 credits/semester. The maximum number of thesis or dissertation credits for which a student may enroll in any given semester is nine credits.
Course

Numbering System and Designation:

- 4000-4999 - Undergraduate courses usually designed for juniors or seniors; no more than six credits may be taken for graduate credit with the permission of the graduate coordinator.
- 5000-5999 - Courses for graduate credit, but which may be taken by advanced undergraduates with the advisor’s permission.
- 6000-6999 - Graduate courses which are open only to graduate students.
- 7000-7999 - Seminars, special topic courses, projects, or thesis research for advanced candidates in master’s and doctoral degree programs.

Each course offering is designated by a four letter prefix and a four-digit course number (e.g., BIOL.5290).

Continuing Graduate Research

Once a student has completed the required number of credits for master’s or doctoral thesis/dissertation research with grades of PR or S (see summary of degree credit requirements), he or she will not be allowed to sign up for additional thesis/dissertation research credits. Instead, if required for teaching/research assistantships or immigration/visa purposes, the student may enroll in 3, 6, or 9 credits of Continuing Graduate Research designated _ _763, 766, or 769 _ _ _ where the first two blanks represent the departmental designation, 3, 6, and 9 indicate the respective number of credits, and the last three blanks are the standard numbers which code to a particular faculty member in the department.

The two digit college prefix identifies a college department and/or special area. The three-digit course number identifies the course level.

Course Prefixes

Each college department and/or special subject area has been assigned an identifying two digit number within the numerical ranges specified as follows:

- Education - EDUC
- Engineering - CHEN, CIVE, EECE, ETEC, ENVE &MECH, MTEC, ENGY, ENGN, PLAS
- Health - PUBH &AREO, HSCI, NURS, DPTH, NUTR, HSCI, MLSC, EXER
- Humanities/Social Sciences, Fine Arts - AMST, LGST, ENGL, HIST, CRIM, PHIL, POLI, PSYS, ASP, SOCI, ECON, WLFT, WLGE, WLIT, WLAR, WLKH, WLCH, WLPO, WLAN, WLSI, WLSP, WLLA, ARHI, FAHS &ARTS, MUTH, MUAP MUED, MUHI, MUPF, MUEN, MUBU, MUSR, AEST
- Management - ACCT, FINA, MKTG, POMS, MIST, ENTR, MGMT, BUSI
- Science and Math - BIOL, LIFE, CHEM, ATMO, ENVI, GEOL, INFO, COMP, MATH, MSIT, PHYS, POLY, RADI
- Biomedical Engineering - BMBT
- Marine Science - _ _ _

Audit

A graduate student may, upon approval of the advisor and the instructor, register for a course on an audit basis, but must pay the full amount of tuition and fees. An audit student is not required to take tests or the final examination. A change in registration from audit to credit or credit to audit must be done during the add/drop period. Under no circumstances can a course taken for audit be given credit at a later date.

Equal and Fair Treatment

Under federal and state laws, all students are protected from discrimination based on race, color, religion, national origin, disability, gender, (including sexual harassment), age, sexual orientation, marital or veteran status. If you feel that you have been discriminated against based upon any one of these areas, you must contact Equal Opportunity and Outreach (EOO). These protections also include retaliation for filing complaints of discrimination. Concerns regarding course offerings, instructor and student attitudes should also be directed to EOO staff at 978-934-3565.

Students are responsible for adhering to the polices of the University regarding equal and fair treatment.

Graduate Grading Policies

Grading System
- Spring 2020 Grading Scheme
Grade Exclusion
Grades for Projects, Theses/Dissertations and Seminars
Incompletes
Course Listing on the Graduate Transcript
Audited Courses
Grade Appeal Process

Grading System

The grading system uses grades:

- A+ (4.0), A (4.0), A- (3.7)
- B+ (3.3), B (3.0), B- (2.7)
- C+ (2.3), C (2.0)
- F (0.0)
- FX (0.0) Failed due to Academic Misconduct (May not be replaced or deleted)

The following special grades are also used:

- INC (Incomplete), S (Satisfactory, B or better), U (Unsatisfactory) for projects, theses/dissertations, and seminars only
- AU (Audit)
- W (Withdrawal from a course or from the University)
- X (Withdrawal because of illness or personal emergency)
- Y (University withdrawal for non-academic reasons)
- PR (In Progress for theses or dissertations)
- NC (No Credit for theses or dissertations where no progress has been made)

A student registering for research will do so each semester up to the total number recommended. No graduate degree will be awarded to a student whose cumulative average for course work in his or her program is below 3.0. Some programs may require a higher grade point average for graduation. The cumulative grade point average is computed from all graduate level courses taken for a grade at the University of Massachusetts Lowell.

**SPRING 2020 GRADING SCHEME**

Faculty Senate passed a spring 2020 grading scheme on March 25, 2020:

For Spring 2020, any grade of F will be converted to NC and not factored into the students GPA. Students may submit requests to change their grading scheme to Pass-No Credit option from the last day of classes, May 1, 2020 through May 15, 2020. Requests for change of grading scheme may only be made by the student. A new form will be created for this purpose, and will be made available by the start of the advising period. Pass-No Credit courses earn credits when the grade of P is assigned, but these credits are not qualitatively weighted and hence do not affect a students academic average. Requests for changes of grading scheme will be approved by the deans office of the students home college, regardless of which college offers the course in question.

Students may present a grade of P in a prerequisite course taken in Spring 2020 to satisfy the enrollment requirement for a postprerequisite course that normally requires a specific minimum letter grade in the prerequisite with departmental approval.

Where a programs professional accreditation requires students to be evaluated with a letter grade, no requests for P/NC grading schemes will be granted.

A course with a Pass/No Credit election cannot be applied to the Universitys Bachelors to Masters Program.

There are no changes to the current transfer credit policy, and letter grades are required for transfer consideration.

Changes of grading scheme are final.

<table>
<thead>
<tr>
<th>Letter Grades Are Factored Into Your GPA</th>
<th>Graded Points</th>
<th>Earned Credits*</th>
<th>P/NC Grades Are Not Factored Into Your GPA</th>
<th>Graded Points</th>
<th>Earned Credits</th>
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<td>P</td>
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<td>3</td>
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<tr>
<td>A-</td>
<td>3.7</td>
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<td>P</td>
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<td>P</td>
<td>0.00</td>
<td>3</td>
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<tr>
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</tr>
<tr>
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<tr>
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<tr>
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<td>0</td>
<td>FX</td>
<td>0.00</td>
<td>0</td>
</tr>
</tbody>
</table>

*Based on a typical 3-credit course.

Grade Exclusion

A request may be submitted to omit a specific course (grade and credits) from the GPA for matriculated students. Such a request must be presented on an Academic Petition, provide detailed justification for the specific action, and certify that the action has been approved by a majority of the departmental graduate committee. Only one grade exclusion in total, including a grade for a repeated course, will be permitted for each degree sought by the student as recommended by the departmental graduate committee. However, the official transcript will list grades for all undergraduate and graduate courses taken at the University with the notation that the grade and credits are excluded from the GPA. Once a grade exclusion has been processed it may not be reversed. Additionally, grade substitutions are not permitted.
Grades for Projects, Theses/Dissertations and Seminars

Spring 2020 Grading Scheme
- Students may NOT elect Pass/NC for thesis and dissertations.

- Students may elect Pass/NC for projects and seminars graded S or U.

  - **Projects** (Enrollment Restricted to Matriculated Graduate Students):
    - Only one of three grade designations will be allowed for projects:
      - S for projects completed at a satisfactory level
      - U for unsatisfactory completion of a project (no credit toward degree requirements)
      - INC Incomplete
  
  - **Theses/Dissertations** (Enrollment Restricted to Matriculated Graduate Students):
    - PR will be given for thesis/dissertation research if the student has made satisfactory progress during the semester.
    - NC will be given if the student has made no progress during the semester on thesis/dissertation research.
    - U Unsatisfactory (no credit toward degree requirements)

After successful defense of the thesis/dissertation, a grade of "S" (Satisfactory) will be given for all semesters of the thesis/dissertation research. Only the Registrar's Office can issue this grade.

- **Seminars**
  - S - Satisfactory
  - U - Unsatisfactory (no credit toward degree requirements)
  - INC - Incomplete

Under no circumstances will letter grades (A, B+, etc.) be allowed for projects, theses/dissertations, or seminars.

Responsibility for making arrangements with an instructor to complete all outstanding coursework rests entirely with the student, who must complete all outstanding coursework by the date listed on the Graduate Academic Calendar (https://www.uml.edu/Registrar/Calendars/default.aspx).

Prior to completion of the missing work, the incomplete will not be computed into the grade point average (GPA). If the student completes the missing work within the specified period, the instructor must evaluate the work and turn in a grade change form to the Registrar’s Office before the deadline for instructors to submit final grades for incomplete courses as specified on the Graduate Academic Calendar (https://www.uml.edu/Registrar/Calendars/default.aspx).

However, if the student does not complete the missing work by the specified date and no grade change form is submitted by the instructor, the student’s grade will automatically change to a grade of "F" and be computed into the GPA.

Course Listing on the Graduate Transcript

All graduate courses for which a student registers (including repeated courses) are listed on the transcript and are used to calculate the student's grade point average whether or not they are taken to fulfill degree requirements. In addition, undergraduate courses which a student takes to fulfill prerequisite requirements before or during matriculation in a graduate program, or courses taken for personal enrichment, will also be listed on the transcript.

Audited Courses

A graduate student may, upon approval of the advisor and the instructor, register for a course on an audit basis, but must pay the full amount of tuition and fees. An audit student is not required to take tests or the final examination. A change in registration from audit to credit or credit to audit must be done during the add/drop period. Under no circumstances can a course taken for audit be given credit at a later date.

Graduate Clearance

To apply for Graduation, graduate students must fill out a Declaration of Intent to Graduate (DIG) form and have it approved by their Graduate Coordinator and (if applicable), Thesis/Dissertation Advisor.

The Registrar’s Office will verify number of credits, final grades, GPA requirements an if applicable submission of
thesis/dissertation prior to awarding the degree.

Additional Requirements for Students Completing a Thesis or Dissertation

All students who are completing a thesis or dissertation must also submit one clean copy (NOT the original) of the signature page for the thesis or dissertation. The signature page must be signed and dated by the thesis/dissertation advisor and all committee members. Copies of the Thesis or Dissertation must be submitted to the Library for binding and microfilming by the deadline date. In addition, doctoral students are required to complete the "Survey of Earned Doctorates" online, you will be emailed the information when you submit your DIG form.

Graduate Grade Appeal Process for Students

The instructor of the class is the primary authority with respect to a student's proficiency and final grade in that course. A student who believes that his or her final grade reflects an erroneous, capricious, arbitrary, or prejudiced academic evaluation may appeal the grade. The academic judgment used in determining the merits of the grade to be awarded shall not be reviewable. This process does not apply to cases of academic dishonesty, which are adjudicated through the "academic dishonesty process."

1. The student may file an appeal of his or her complaint, in writing, to the instructor within 30 days after a final grade is posted to the student's record. The instructor must respond within 14 days of receiving the appeal.

2. If the student remains dissatisfied by the decision of the instructor under step (1), he or she may, within 14 days after formal receipt of the instructor's final decision, appeal, in writing, to the chairperson of the program (or the Dean of the College if the instructor is the chairperson) in which the course or other exercise or activity is offered. The chairperson must respond within 14 days of receiving the appeal. The decision may be: (a) that the appeal be dismissed; (b) if the student provides demonstrable evidence of an erroneous, arbitrary, capricious, or prejudiced academic evaluation, then the chairperson will recommend appropriate remedies that a grade be changed or the student be allowed an opportunity to retake an examination or other exercise; or (c) that another appropriate remedy be administered.

3. If no satisfactory resolution is reached in step (2) then the student or the instructor may appeal, in writing, to the Dean of the College within 14 days after formal receipt of the chairperson's final decision.

4. The Dean, after discussion with the appropriate parties, may resolve the grievance by agreement or render a decision within 21 days of receipt of the written appeal. The decision may be: (a) that the appeal be dismissed; (b) if the student provides demonstrable evidence of an erroneous, arbitrary, capricious, or prejudiced academic evaluation, then the Dean will recommend appropriate remedies that a grade be changed or the student be allowed an opportunity to retake an examination or other exercise; or (c) that another appropriate remedy be administered.

5. The decision of the Dean is final and not subject to additional appeal by either student or instructor. The appeals process ends at this step.

6. The Department chair or his/her designee is responsible for keeping a record of the appeal on file in accordance with University Records Retention Policy.

Right of Access to Student Records

Access
University Student Records
Release of Student Records
Release Exclusions
Additional Information

Access

The Family Educational Rights and Privacy Act of 1974 (FERPA) grants any student currently in attendance, or any former student, the right of access to inspect or review his or her educational files, records, or data. Students who wish to inspect their records must file a Right of Access form with the office or department in which the desired record is kept. Right of Access forms are available in the Office of Student Services or through student self service. Wherever practicable, within ten days of receipt of the Right of Access form, the office or department will notify the student as to the date, time, and location when the desired record will be available for inspection. If a student believes that circumstances effectively prevent inspecting and reviewing the records at the designated
date, time and location, he or she may request alternative inspection arrangements or copies of the records instead, subject to a fee for copies. The Dean of Students or the Deans designee will consider the request.

University Student Records

The University maintains the following general records on students:


**Health Records** - Health Services Office - www.uml.edu/student-services/health/


**Campus Conduct Records** - Dean of Students Office - www.uml.edu/student-services/Dean/

The file of each student must contain a record of all non-University affiliated individuals or organizations requesting access to information in the file, plus statements that specify the legitimate educational purposes for which access was requested.

Except as otherwise permitted under FERPA, information or records concerning individual students may not be released to any individual or agency without the students written permission. Any request for such information received without such written permission will not be honored and will be returned with a request for a written release from the student.

Release of Student Records

FERPA allows release of a student’s education records without the student’s written permission under certain circumstances, including the following:

1. To personnel of the University, i.e., faculty, administrators, or staff for legitimate educational purposes only.
2. To officials of other institutions in which the student seeks admission or intends to enroll, provided that the student is notified of the release.
3. To federal or state officials in connection with the audit and evaluation of programs funded by federal or state governments, with the enforcement of legal requirements that relate to such programs, or in connection with the students application for or receipt of financial aid.
4. To accrediting organizations in order to carry out their accrediting functions.
5. To parents who claim the student as a dependent on their IRS statement.
6. In connection with an emergency, to appropriate persons if revealing such information is necessary to protect the health or safety of the student or other persons.
7. In response pursuant to a validly issued subpoena, subject to advance notification of the student unless such notice is prohibited by court order.
8. As otherwise permitted under or consistent with FERPA.

The following data are considered informational in nature and may be released without the permission of the student, at the discretion of the University: students name, major, acknowledgement of a student’s participation in officially recognized activities and sports, weight and height of members of athletic teams, date(s) of attendance; degrees, certificates, awards received; the most recent previous educational agency or institution attended by the student and appointment as a Resident Assistant or Community Development Assistant. For graduate students who are teaching credit courses, work department, office address, and employments category are also defined as directory information.

Release Exclusions

Any student who wishes to have some or all of his or her directory information excluded from release by the University without prior permission must complete the appropriate selections available thru student self service (https://www.uml.edu/Enrollment/SiS/default.aspx). (www.uml.edu/enrollment/isis/(https://www.uml.edu/Enrollment/SiS/default.aspx))

Additional Information

Any student who believes that his or her records are inaccurate
Statute of Limitations (Time Limit for Degree Completion)

A graduate degree, at either the master's or doctoral level, implies a significant mastery of a discipline within a specified time period. A well designed curriculum is not a mere collection of classes that add up to a set number of credits. It is, rather, a coherent selection of courses with an overall educational achievement that is greater than the sum of its parts. However, this coherence is lost if the program is completed over a long time span.

Master’s degree requirements must be completed within a five-year period from the semester of admission. For those master's programs requiring 45 or more credits, the time limit is six years.

The doctoral degree must be completed within an eight-year period beginning with the semester of admission as fully matriculated or matriculated with conditions.

A student may obtain an extension of one year by filing an Academic Petition (https://www.uml.edu/docs/petition_grad_tcm18-87176.pdf)(http://www.uml.edu/docs/petition_grad_tcm18-3545.pdf (https://www.uml.edu/docs/petition_grad_tcm18-87176.pdf)) signed by his or her coordinator, department chair, and college dean, and which is then submitted to the Registrar’s Office.

Time Extension Appeal Procedure

In exceptional cases, an additional extension may be granted by the Graduate Policy and Affairs Committee (GPAC). In this case, the student must submit an Academic Petition (https://www.uml.edu/docs/petition_grad_tcm18-87176.pdf(http://www.uml.edu/docs/petition_grad_tcm18-3545.pdf (https://www.uml.edu/docs/petition_grad_tcm18-87176.pdf)), a letter of explanation accompanied by a detailed schedule for degree completion, and a letter from the student’s coordinator or thesis advisor in support of the request.

Transcripts

In order to obtain a transcript, a student may print an unofficial transcript or order an official copy though self-service in SIS (https://www.uml.edu/Enrollment/SiS/default.aspx)(https://www.uml.edu/enrollment/sis/(https://www.uml.edu/Enrollment/SiS/default.aspx)). If SIS is not available, a transcript may be ordered by filling out a Transcript Request Form (https://www.uml.edu/docs/transcriptrequest_tcm18-3516.pdf) and submitting it to the University of Massachusetts Lowell Registrar’s Office at 883 Broadway Street, Lowell, MA 01854.

Course Listing on the Graduate Transcript

All graduate courses for which a student registers (including repeated courses) are listed on the transcript and are used to calculate the student’s grade point average whether or not they are taken to fulfill degree requirements. In addition, undergraduate courses which a student takes to fulfill prerequisite requirements before or during matriculation in a graduate program, or courses taken for personal enrichment, will also be listed on the transcript.

Transfer Credit

- Spring 2020 Grading Scheme- There are no changes to the current transfer credit policy, and letter grades are required for transfer consideration.

The following are minimal guidelines for transfer of credit. Individual departments are free to impose more stringent requirements. Only courses completed elsewhere within five years prior to the date of admission to a graduate degree program at the University of Massachusetts Lowell may be considered by the faculty of the department for transfer in accordance with the following regulations.

1. A maximum total of 12 graduate credits earned with a grade of B or better taken at another accredited institution may be transferred to a master’s degree program (see individual programs for further restrictions, if any). A maximum of 24 credits with a grade of B or better may be transferred to a doctoral program.

2. Grades of C or better for courses taken at UMass Lowell when the student held non-degree status may also be transferred (by Academic Petition) into a degree program. However, the 6 and 9 credits with grades below a B (graduation limit) for master’s and doctoral degrees, respectively, (see Retention Policy) and calculation of the
cumulative grade point average based on all graduate courses taken at the University (see Academic Grades) remain in effect.

3. An official transcript and description of the course(s) must be submitted with the written request.

4. The courses presented must be from an accredited U.S. or Canadian institution authorized to grant graduate degrees.

5. The courses presented for a master's degree must not have been used in earning another master's degree.

6. The courses presented must be appropriate to the degree program for which the applicant is applying.

7. The courses presented must be graduate level.

8. Transfer credit may not be granted for research seminars, clinical courses, practica, internships, or special projects.

9. Transfer credit from another U.S. or Canadian institution must not exceed equivalent course credit (typically 3) at UMass Lowell, and will be based on UMass Lowell's standard of 37.5 semester contact hours being equal to 3 credits. One and two course credit transfers will also be considered providing they are proportional to the 37.5 semester contact hour standard.

10. Students who wish to transfer credit must file (within the first semester of matriculation) the Academic Petition form available from the Registrars Office.

11. With the approval of the department, a maximum of 6 credits of 4000 level courses taken at the University of Massachusetts Lowell with grades of C or better, not used for the baccalaureate degree, may be considered for transfer and counted toward the graduate degree.

University Appeals Process Regarding Academic (Non-Grade Appeal and Non-Misconduct) Issues

The underlying purpose of the University's appeals procedure is to guarantee due process and to protect the rights of both students and faculty in graduate programs.

The following procedure provides a mechanism for formal adjudication of any academic issues (non-misconduct and not related to grade appeal) which may arise. (For information regarding the process for grade appeals, see the Graduate Grade Appeal Process.)

Responsibility for initiation of each of the steps belongs to the appellant.

Step 1. If an informal discussion between the student and the instructor or individual with whom the student has a conflict does not resolve the issue, the resolution of an academic appeal of a student should begin within the department. The first step in the resolution of a problem or disagreement should be a discussion between the instructor, the student, and his/her faculty advisor or the coordinator of the program.

Step 2. If the matter cannot be resolved after such a discussion, a formal appeal, in writing and containing the pertinent facts, should be presented by the student to the chairperson/head of the department within two months of the occurrence that precipitated the appeal. Any appeal made outside this time period shall not be considered by any University body. The chairperson of the department will appoint committee composed of faculty members in the department. Within seven working days, this committee shall convene and discuss the appeal with the student and the instructor, coordinator, or individual with whom the student has a conflict. The student may be accompanied by his or her advisor or a faculty representative during the discussion of the appeal. The committee, by a majority vote after deliberations with only members of the committee present, shall render a decision within five working days and notify the appropriate parties in writing with the rationale for the decision included in the notification.

Step 3. If the decision of the departmental committee is not satisfactory to all parties, the appeal may be forwarded to the College Dean within two weeks of the decision of the departmental committee. The Dean will appoint a college committee composed of area coordinators of all graduate programs within the college or a suitable committee of faculty. The committee will be chaired by the college dean, or his/her designee. Within seven working days, the committee shall convene and discuss the appeal with the student. At this level the student may request to be present at the committee meetings, that discussions or proceedings be tape recorded, and that a transcript be prepared from the tape. The request for a recording must be made at the time the appeal is made to the college committee. The college committee shall render a decision by majority vote after deliberations with only members of the college committee present within five working days and notify the appropriate parties in writing with the rationale for the decision included in the notification.
Step 4. If the decision of the college committee is not satisfactory to all parties, the appeal may be forwarded to the Graduate Policy and Affairs Committee (GPAC) within ten working days after the decision of the college committee. The committee shall convene within 10 working days after the GPAC chairperson has received a written request for a hearing from the appellant, and discuss the appeal with the student and faculty advisor or representative. A request for recording and preparing a transcript of the discussions with the student present may be made at the time of appeal. The committee shall render a written decision within five working days and notify the appropriate parties. The decision of the Graduate Policy and Affairs Committee shall be final, and the information accumulated during the appeal procedure shall be forwarded to the Provost to be kept on file. If any decision involving the awarding of a degree is made and the official deadline for graduation exercises has passed during the appeal, the degree date will reflect the initiation of the appeal.

The above time periods define working days as days when classes are in session for the fall and spring semesters. Efforts will be made to honor the same time periods during intercession and June - August although some flexibility must be accepted by the appellant because of potential difficulties in assembling committee members during these periods.

The GPAC chairperson may modify the Step 4 hearing time framework at his/her discretion to coincide with regularly scheduled GPAC meetings. In either of the above cases, the appellant must be notified in writing by the hearing officer (along with an explanation) of any modification of the hearing time schedule. The chairperson may recommend that final voting/discussion of Step 4 cases be done in Executive Session with only committee members present.

Non-Academic Misconduct

Improper conduct or behavior of graduate students is subject to the University of Massachusetts Lowell Student Conduct Code and Judicial Process (https://www.uml.edu/student-services/Student-Conduct/default.aspx). Copies of this document may be obtained from the Dean of Students Office.

Withdrawal Policies

Withdrawal from a Course
Withdrawal from the University

Withdrawal from a Course

A student finding it necessary to withdraw from a course must do so within the time specified in the graduate academic calendar (https://www.uml.edu/Registrar/Calendars/default.aspx). The student’s permanent record will indicate a grade of W for the course(s) from which he or she has withdrawn unless the withdrawal has taken place within the first 10 class days of the semester during which time no record will be kept. (See Dropping Classes and Refund Policy in this Catalog for information on dropping a course.)

Withdrawal from the University

A student who wishes to withdraw from the University must submit his/her request in writing to the Registrar’s Office. This procedure ensures that the student’s academic and financial obligations are cleared before leaving the University. If a student officially withdraws from the University by the withdrawal date indicated in the graduate academic calendar, the permanent record will indicate a grade of W. If the student fails to follow the official withdrawal procedure and does not withdraw in good standing, the student will not be permitted readmission to a graduate program at the University except under extenuating circumstances.

Withdrawal from courses may have implications for degree progress, veterans benefits, health insurance, financial aid, and immigration status. Students are advised to consult their academic advisor as well as officials in appropriate offices prior to withdrawing from class. Instructors are required to submit a last known date of attendance or academic activity for students who receive a grade of F for other non-passing grades. Students who cease attending without officially withdrawing may affect their Financial Aid.

All previous application materials will remain on file for a two year period. At any time during this period, a student who has
officially withdrawn may request readmission by completing and submitting only the cover page of the graduate application and paying the application fee. After two years, a student must file a new, complete application and submit the appropriate fee to the Graduate Admissions Office (https://www.uml.edu/Grad/default.aspx) in order to be readmitted.

Veteran and Military Policies

- Veterans Benefits and Transition Policy
- Military Connected Student Policy

Veterans Benefits and Transition Policy

In compliance with the Veterans Benefits and Transition Act of 2018, section 3679 of title 38, United States Code, the University of Massachusetts Lowell will permit any covered individual to attend or participate in the course of education during the period beginning on the date of which the individual provides to the university a certificate of eligibility for entitlement to educational assistance under Chapter 31 or 33 (a certificate of eligibility can also include a Statement of Benefits obtained from the Department of Veterans Affairs (VA) website eBenefits, or a VAF 28-1905 form for Chapter 31 authorization purposes) and ending on the earlier of the following dates: The date on which payment from VA is made to the university 90 days after the date the university certified tuition and fees following the receipt of the certificate of eligibility. The statute allows the University of Massachusetts Lowell require covered individuals to take the following actions:

- Submit a certificate of eligibility for entitlement to educational assistance no later than the first day of a course of education.
- Submit a written request to use entitlement. Students must complete the online Veterans Services Certification Request form (https://www.uml.edu/student-services/Veterans/Forms.aspx) through the university’s Office of Veterans Services.
- Provide additional information necessary to the proper certification of enrollment by the university (for example, official transcripts from all previously attended institutions.)
- Pay for the amount that is the difference between the amount of the students financial obligation and the amount of the VA education benefit disbursement. The university may assess a financial hold or late fee if timely payment is not made in the following cases: The covered individual will receive less than 100% tuition reimbursement based on the certificate of eligibility or written request of entitlement provided by the covered individual, or The covered individual incurs charges for housing, meal plans, or other fees or charges that are not eligible for payment by the Veterans Administration.

Note: A covered individual is any individual who is entitled to educational assistance under Chapter 31, Vocational Rehabilitation and Employment, or Chapter 33, Post 9/11 GI Bill.

Military-connected Student Policy

Accommodations for Temporary Short-Term Military Assignments

Students serving in the United States Air Force, Army, Marine Corps, Navy, or Coast Guard, including Active-Duty, Reservists, and National Guard members shall receive academic accommodations for short-term military assignments including Federal or Commonwealth Activation, Unit Training Assemblies (UTAs or “Drill Weekends”), Advanced Individual Training (AIT), Professional Military Education (PME) courses, Temporary Duty Travel (TDY), Temporary Additional Duty (TAD), Temporary Duty Under Instruction (TDI), or other military short-term assignments. Activated students shall provide a copy of military orders, or an advance copy of informal notice, to the Office of Veterans Services as soon as
they are provided by the military unit. The Office of Veterans Services will notify the appropriate Deans office who will then inform the students professors and instructors. The Office of Veterans Services will assist with administrative processes to support the student (i.e., connect with financial aid, registrars office, and other resources as required). In such cases, students have the following options:

- The student may request to drop his or her course(s) and may request a back-out and removal of charges if the request to drop the course(s) is granted when submitting documentation up to and including the last day of classes for the semester.
- If more than half of the semester has been completed and at least one graded assignment has been submitted*: the student may request an Incomplete (INC)* or, *as determined by the instructor, assign an appropriate final grade or credit to a student who has satisfactorily completed a substantial amount of coursework and demonstrated sufficient mastery of course material

Students who withdraw due to military service obligations may return to the University and request re-enrollment in subsequent terms without penalty if they meet academic requirements for their matriculated program. Military-connected students shall not be academically penalized for their military service or that of their family members.

* Note: Any course work already completed in the term withdrawn from will be forfeited. Students who elect this option will have to repeat courses they withdraw from to get credit for those courses. Students who elect to take an incomplete or receive the grade earned will not receive a refund for tuition and fees.

Students taking Online Courses

Unresolved Complaints

A. OUT-OF-STATE STUDENTS

Out-of-state students residing in NC-SARA (National Council for State Authorization Reciprocity Agreement) states which include all states except California whose complaints are not resolved through the UMass Lowell Institutional Complaint Process can submit complaints to the Massachusetts Department of Higher Education through the SARA Student Complaint Form (https://www.mass.edu/foradmin/sara/complaints.asp).

For more information, contact:

Alexander Nally, Assistant General Counsel
Massachusetts Department of Higher Education
One Ashburton Place, Room 1401
Boston, MA 02108
617-994-6910
SARAInquiries@dhe.mass.edu
(mailto:SARAInquiries@dhe.mass.edu)
www.mass.edu/sara
(https://www.mass.edu/foradmin/sara/home.asp)

B. MASSACHUSETTS RESIDENTS AND ONLINE STUDENTS IN NON-SARA STATES AND TERRITORIES
After you have exhausted the complaint procedures made available by UMass Lowell, located above, if you have a complaint or concern that has not been resolved by UMass Lowell, you may file a general complaint with the Massachusetts Department of Higher Education (DHE) by using the general complaint form (https://www.mass.edu/forstu/fam/complaints/complaints.asp). The DHE general complaint form should be used by students who are located in:

- Massachusetts
- Non-SARA Member States or Territories (e.g., California, Guam, etc.)

**Online students with non-academic complaints:** If you have a non-academic complaint that you would like to bring to our attention, please use the non-academic complaint form (https://uml.tfaforms.net/218611) to provide us with a brief description of the issue.
EDUC.5010 Teaching Diverse Populations (Formerly 01.501) - Credits: 3
Students examine, confront and learn to manage the challenge of successfully educating all children, regardless of racial, cultural, linguistic, gender or physical differences.

EDUC.5012 Mathematics for Elementary Teachers III: Basic Principles of Euclidean Geometry (Formerly 04.501) - Credits: 3
This course integrates the study of geometry and measurement and includes lines, angles, investigations of triangles, quadrilaterals, polygons, area and perimeter; congruency, similarity, and Pythagoras' Theorem. The students will explore mathematical explanation, argument, justification and how these processes connect to geometric proof. Also systems of units and concepts related to measurement will be investigated.

EDUC.5013 Introduction to Leading Professional Learning Communities (Formerly 05.501) - Credits: 1
This course introduces participants to strategies that will enable them to cultivate and lead school-based professional learning communities. During a week-long summer institute, students develop an action plan. In the fall, students will keep in contact (electronically) with peers and the instructor and will attend a final face-to-face session to support their efforts. The grade for the one credit course is awarded at the end of the fall semester.

EDUC.5020 Adolescent Development and Behavior (Formerly 01.502) - Credits: 3
This course provides an overview of adolescent development issues and classroom management practices. Adolescent development is examined through research into major theorists in developmental psychology: Piaget, Vygotsky, and Erikson etc. Classroom management strategies are explicitly taught through case study analyses, and examination of core beliefs, focusing on interpersonal relationships between students, teachers, parents, mentors and supervisors.

EDUC.5021 Issues, Mandates and Ethics in Special Education (Formerly 05.502) - Credits: 3
This course will examine special education laws and ethical practices in K-12 settings.

EDUC.5024 Student Development and Engagement - Credits: 3
This course provides an understanding of theories of adolescent development, including both traditional and culturally relevant ways of learning. Participants will learn ways to engage students based on multiple theories of adolescent development.

EDUC.5030 Understanding Child Development in a Diverse Society (Formerly 01.503) - Credits: 3
Examines the major theoretical frameworks of child development and how cultural differences affect development and learning. Focus is on helping students make responsive and culturally relevant pedagogical decisions.

EDUC.5040 Methods of Teaching Students with Moderate Disabilities (Formerly 01.504) - Credits: 3
Examines the methods of teaching students with moderate disabilities. Topics include curriculum (including the Massachusetts frameworks), IEPs, and instructional modifications appropriate for students with special needs.

EDUC.5043 Methods of Teaching Students with Moderate Disabilities-Secondary - Credits: 3
Examines the methods of teaching students with moderate disabilities at the secondary level. Topics include curriculum (including the Massachusetts frameworks), IEPs, and instructional modifications appropriate for students with special needs.

EDUC.5050 Children with Disabilities in the Classroom (Formerly 01.505) - Credits: 3
This course examines the nature of cognitive emotional, developmental, sensory, and physical disabilities that compromise student capacity to make adequate academic progress without special intervention. Legal and ethical responsibilities of the educator in inclusive classroom settings and as an active member of a multidisciplinary learning team are emphasized.

EDUC.5060 Oral Comm.for English Lang.Users I: Pronunciation for List. & Speaking (Formerly 02.506) - Credits: 0
This course offers graduate students the opportunity to increase and refine their understanding and ability to produce discrete sounds, sound combinations and the rhythm of spoken English to add in their comprehension of spoken English and to aid in their personal communication skills. Class activities include pronunciation drills, short extended listening, short presentations;speaking tasks and group discussion. This is not
a conversation class but student participants will be required to actively speak in each class. Priority given to TA’s/RA’s an later semester graduate students, but available to all graduate students.

EDUC.5062 Oral Communications for English Language Users II: Academic Oral English - Credits: 0

This course offers graduate students the opportunity to increase awareness of and to practice features of advanced spoken communication typical of academic environments: academic discussion/debate, conference/classroom/informal presentation, and question/answer sessions. Targeted skills include structure/organization, body language, intonation, dealing with nervousness, and awareness of cross-cultural communication patterns. As a workshop, this course requires active participation in a variety of speaking tasks, presentation preparation outside of class and feedback/discussion of peer communication. Priority given to and required for all TA’s. Some students may be required ot successfully complete 02.506/EDUC.5060 prior to enrollment in

EDUC.55070 Introduction to Academic Writing for English Second Language Users (Formerly 02.507) - Credits: 0

This course offers an introduction to the complex nature of academic language and academic writing, focusing on effective sentence, paragraph and text structures, purposeful and appropriate word choice, the writing process in writing contexts appropriate for graduate students early in their studies. Through attentive, details and critical reading of various materials, students will enhance their writing skills by applying effective planning, drafting, rewriting and editing strategies. As a workshop class, students are required to write (and write often), participate in a variety of oral/written tasks in class, and engage in constructive peer review. Recommended for graduate students early in their studies.

EDUC.5110 Reading Theory & Instr. in Young Adult Literature (Formerly 06.511) - Credits: 3

The purpose of this course is to introduce graduate students who are preparing to teach to the reading theory and instruction appropriate for the teaching of young adult literature. There is an overview of theoretical views, a general study of what constitutes young adult literature, approaches to using the books, and finally developing the ability for critical analysis of this body of work. The course emphasizes the theme of identity in the development of young adults and the books that they read.

EDUC.5120 History for Teachers (Formerly 04.512) - Credits: 3

This course examines the major concepts, people and events of US and World history using the ten themes outlined by the NCSS (National Council for the Social Studies). These standards are grouped under the four strands for teaching social studies in the state of Massachusetts (history, economics, geography and civics) and guide the focus for teacher preparation and instruction.

EDUC.5130 Teaching World History (Formerly 04.513) - Credits: 3

In an increasingly globalized and diverse age, courses in world history have become a growing teaching field at the secondary level in the United States. The overarching purpose of this class is to help students prepare to teach classes in world history. This course will introduce the field and concepts of world history. It will familiarize students with available materials such as textbooks, readers, primary documents, academic books and articles, novels, films, websites, and podcasts. The class will introduce and align with the state, national, and AP standards in world history.

EDUC.5150 Practicum in English as a Second Language PreK-6 (Formerly 02.515) - Credits: 3

On-site field experience in an ESL classroom, under the supervision of a qualified ESL teacher and faculty of the Graduate School of Education.

EDUC.5160 Practicum in English as a Second Language 5-12 (Formerly 02.516) - Credits: 3

On-site field experience in an ESL classroom, under the supervision of a qualified ISL teacher and faculty of the Graduate School of Education.

EDUC.5170 Community Organization and Parental Partnership (Formerly 02.517) - Credits: 3

The aim is to prepare school personnel to work effectively with community groups and bilingual parent organization.

EDUC.5200 Teaching Reading and Writing in English (Formerly 02.520) - Credits: 3

This course examines the development of reading and writing necessary for the ESL child to learn to read and write in English. Students gain familiarity with the various perspectives and practices that have been found to be effective in the teaching of reading and writing to students whose first language is not English.

EDUC.5220 Young Adult Literature (06.522) -
Credits: 3
The major emphasis of the course will be discussion and analysis of the goals of a literature curriculum and the exploration of various methods for achieving these goals. The characteristics of the different genres of literature will be discussed in detail.

EDUC.5240 Educational Assessments of Students with Moderate Disabilities (Formerly 02.524) - Credits: 3
A review of the various assessments and standardized tests that are used to identify students with moderate disabilities. The interpretation of assessment results and how to communicate them effectively to parents and school personnel will be examined.

EDUC.5250 Science for Secondary Science Teachers (Formerly 04.525) - Credits: 3
This course emphasizes content knowledge which includes the facts, concepts, laws, theories and organizing frameworks of science and syntactic knowledge which includes values, beliefs and assumptions that the science teacher has about the generation of scientific knowledge.

EDUC.5270 Language Acquisition (Formerly 06.527) - Credits: 3
This course will focus on the study of the acquisition of language and the relationship of language learning to the development of literacy. Students will examine both first and second language acquisition. Students will be expected to apply their knowledge of language acquisition to best teaching practices for enhancing first and second language development in the classroom and to the development of literacy.

EDUC.5280 Assessment of Reading and Language Disabilities (Formerly 06.528) - Credits: 3
This course examines the selection and use of procedures to make an adequate clinical and educational diagnosis. Includes the assessment of function and dysfunction in factors associated with language development; receptive, expressive, writing, reading; and the administration and interpretation of individual and group tests of perceptual, motor, and conceptual functioning in reading and language.

EDUC.5290 Treatment Reading and Language Disabilities (Formerly 06.529) - Credits: 3
This course will explore the specific practices in remedial teaching in grades K-12, using published materials, and developing new materials for small group, whole class, and tutoring settings. Students will develop and implement realistic corrective programs based on the interpretation of literacy assessments. These programs will include selecting strategies of instruction and materials, and establishing a framework of time and evaluation.

EDUC.5300 Interactions and Assessment in Science (Formerly 04.530) - Credits: 3
This course examines the ways in which students interact and learn in the science classroom. Construction of a Science, Technology, and Society (STS) unit plan, as well as the development of assessment tools that align to lesson and unit goals are key features of this course.

EDUC.5301 Reading and Thinking: Secondary School (Formerly 06.530) - Credits: 3
This course examines the relationships among reading, writing, and thinking in high school, particularly in diverse populations and with second language learners. Emphasis will be placed upon practical work in classrooms and the development and assessment of new teaching practices.

EDUC.5320 Inquiry and Interactions Seminar (Formerly 04.532) - Credits: 3
This course focuses on the PLTW approach to STEM teaching, utilizing a problem solving learning opportunities for students to investigate and participate in discourse about scientific ideas. The course will utilize the activity, project, problem-based (APB) instructional design that provides hands-on, real-world activities, projects, and problems. Activities help students build specific knowledge and skills. Projects provide students the opportunity to apply those skills and problems gibe student the change to develop their own solutions to real world problems. Successful completion of the applicable STEM focused PLTW core training course is required.

EDUC.5330 Mathematics for Elementary Teachers I: Basic Principles of Arithmetic (Formerly 04.533) - Credits: 3
Participants will be engaged in constructing solid conceptual understanding of the language and operations of arithmetic; topics include place value and the history of counting, inverse processes, a large repertoire of interpretations of operations with numbers, concepts of integers and rational numbers, multi-digit calculations, including standard algorithms and non-standard methods the reasoning behind the procedures.

EDUC.5340 Mathematics for Teachers I (Formerly
This course revisits the content related to the development of number and operation, proportions, ratios and percent; modeling operations with fractions, beginning algebra and geometry. The course emphasizes the meanings of operations and relationships among those operations; multiple representations of concepts and connections across different representations. It also examines basic Number Theory concepts, such as factors and multiples, as well as divisibility tests, at both concrete and abstract levels.

EDUC.5350 Mathematics for Teachers II (Formerly 04.534) - Credits: 3
This course revisits the mathematics content related to the grades 8-12. It examines in depth elementary functions, and different mathematical models such as linear, quadratic, exponential, logarithmic and trigonometric, to describe real life situations. The course includes some topics from Euclidean geometry. The course emphasizes multiple representations of concepts, connections across different representations, as well as different levels of representations form concrete to abstract.

EDUC.5390 Pre-Practicum: Alternate Route (Formerly 02.539) - Credits: 0
The pre-practicum occurs in the semester before the practicum. The course focuses on what it means to be a teacher by examining the content, dispositions and skills necessary to succeed in the profession. Students observe other teachers in their school and must spend one day observing in a district with different demographics. While there is no credit assigned to the pre-practicum, it is a required component of the program. Students complete a pre-practicum binder based on their observances.

EDUC.5400 Pre-Practicum (Formerly 02.540) - Credits: 0
The pre-practicum occurs in the semester before the practicum. The course focuses on what it means to be a teacher by examining the content, dispositions and skills necessary to succeed in the profession. Through a combination of site observations in schools of different demographics, personal/professional teaching opportunities and participation in professional seminars, elementary and secondary preservice teachers gain additional information and skills to prepare them for their practicum. While there is no credit assigned to the pre-practicum, it is a required component of the program. A fee is assessed.

EDUC.5402 Pre-Practicum - Credits: 3
the pre-practicum is a combination of coursework and field experiences and is a state requirement for both teachers of record and preservice teachers. It takes place in the semester before the practicum. Preservice teachers participate in either a full-day professional seminar, diverse field-based observations and experiences. The pre-practicum helps bridge theory into practice and provide opportunities for discussion and feedback in all coursework in the program. A portfolio addressing Massachusetts’ professional teacher standards (PSTs) and SMKs (Subject Matter Knowledge) is required at the end of the pre-practicum. After successful completion of the pre-practicum and with the approval of the graduate coordinator, students request a practicum placement.

EDUC.5410 Teaching Emergent Bilingual Students (Formerly 02.541 & UTL.441) - Credits: 3
The purpose of this course is to prepare new secondary teacher candidates with the knowledge and skills to effectively shelter their content instruction, so that the growing population of English learners (ELs) in PK-12 schools can achieve academic success, and contribute their multilingual and multicultural resources. The course will provide aspiring teachers with practical research-based methods, strategies, and protocols to integrate subject area content, language, and literacy. Successful completion of this course provides SEI (Sheltered English Immersion) endorsement, which is required for teaching in the Commonwealth of Massachusetts. This is a service learning course.

EDUC.5413 Practitioner Action Research (Formerly 07.541) - Credits: 3
This course examines how action research helps educators to learn to explore pressing classroom and school issues in systematic ways. Action research provide educators with opportunities to deepen their knowledge and skills as reflective practitioners, allowing them to contribute to the achievement of students and the improvement of schools.

EDUC.5414 Teaching English Learners-Elementary - Credits: 3
This course will prepare elementary teacher candidates with the knowledge and skills to effectively shelter content instruction to ensure that the growing population of Massachusetts’ English Language Learners (ELLs) can access the curricula, "achieve academic success and contribute their multilingual and multicultural resources as participants and future leaders in the 21st century global economy" (MA DESE, 2013). Successful completion of this course provides SEI (Sheltered English Immersion) endorsement, which is required for teaching in the Commonwealth of Massachusetts.

EDUC.5430 Classroom Management and Integrative
Techniques (Formerly 02.543) - Credits: 3

This course prepares participants to create and maintain a safe and collaborative learning environment through the development of effective rituals, routines, and appropriate responses in the classroom. With attention to the development of Positive Behavioral Supports, participants will examine and apply basic behavioral theories, evidence-based principles, and relevant policies. Based in the Three Tiered Philosophy, the course learning progresses for Universal Design concepts to more prescriptive individualized interventions and incorporates the practices of personal reflection, professional collaboration and effective communication.

EDUC.5490 Theory and Research: Reading and Language (Formerly 06.549) - Credits: 3

A final course on the national and international research in reading and language and the pertinence and proposed implementation of research findings to instruction and the various roles of the reading supervisor or director.

EDUC.5500 Reading Specialist: Practicum I (Formerly 06.550) - Credits: 3

The Reading Specialist Practicum requires students to use the knowledge gained in their coursework to design, implement, and analyze a program for struggling readers in a clinical experience. The practicum meets both Massachusetts and IRA standards for Reading Specialist/Literacy Coach.

EDUC.5510 Elementary Math Methods (Formerly 02.551) - Credits: 3

New approaches in the curriculum and teaching of mathematics in the elementary school; analysis and use of current materials, national and state standards, multimedia approaches, and inductive and problem-solving techniques.

EDUC.5511 Literacy Coach: Practicum II (Formerly 06.551) - Credits: 3

This is the second of two clinical practicum experiences in the Reading and Language program. Candidates will design a professional development project in their school setting which will allow them to model lessons, observe and co-teach with peers, and provide feedback to teachers and paraprofessionals. The online seminar provides support for implementing the program. The practicum meets the guidelines for the International Reading Association.

EDUC.5530 Language Arts and Childrens Literature (Formerly 02.553) - Credits: 3

Approaches in the teaching and assessment of the language arts in the elementary school will be analyzed. Assorted genres of literature and the development of literature programs for children in multicultural environments will be studied.

EDUC.5531 Lowell and Industrial Revolution (Formerly 04 553) - Credits: 3

Participants in this National Endowment for the Humanities-sponsored Landmarks Workshop, offered through the Tsongas Industrial History Center, examine the causes and consequences of America’s Industrial Revolution, using Lowell as a case study. The course covers the nineteenth-century shift from an agrarian to an industrial society, with a focus on water-powered factory systems, textile production and corporations, the issue of slavery in a cotton textile city, labor and women’s history, environmental impacts, immigration, globalization, and literary responses. Limited to NEH participants only.

EDUC.5560 Reading and Reading Disabilities (Formerly 02.556) - Credits: 3

A critical analysis of fundamental issues and principles in the teaching of reading, including all phases of the elementary reading program. Analysis and remediation of reading disabilities which explores the use of critical diagnostic tools.

EDUC.5590 Introduction to Education Statistics - Credits: 3

This course provides students with a foundational understanding of educational statistics. From variables, means, variance, distribution and measuring the central tendency to correlations, statistical/practical significance and group mean difference tests, students will explore the meaning and use of these essential social science tools. In tandem with technique, students will also explore the statistical issues behind topical concerns in education and become familiar with statistical sources of importance to educational researchers.

EDUC.5592 Teaching Founding Documents (Formerly 04.559) - Credits: 3

This course examines the founding documents and how these documents are relevant in the lives of middle school children.

EDUC.5593 Research and Evaluation Special Topics - Credits: 3

This course provides an opportunity to investigate emerging topics in the fields of research methodology or program evaluation education. Topics will vary by semester and the interest and expertise of the faculty member. Discussion of
theoretical and practical considerations of the topic under consideration will be integrated across the semester.

EDUC.5620 Elementary Social Studies (Formerly 02.562) - Credits: 3
Examines teaching strategies and materials appropriate for the teaching of K-8 social studies. Examines national and state standards for the discipline.

EDUC.5630 Elementary Science Methods (Formerly 02.563) - Credits: 3
Models the teaching of science as guided discovery while exploring developmentally appropriate concepts in science. Examines national and state standards as well as nationally developed curriculum kit-based materials.

EDUC.5680 Internship in Moderate Disabilities 5-12 (Formerly 02.568) - Credits: 3
Practicum in a special education setting under the supervision of qualified teachers, principal, and university faculty.

EDUC.5720 Curriculum and Teaching: English (Formerly 02.572) - Credits: 3
The purpose of this course is to prepare teacher candidates for the content-specific dimensions of their practicum. The course is designed to develop pedagogical skills, curriculum writing and also to encourage prospective English teachers to examine their own beliefs, expectations, and dispositions about the nature of the discipline, the practice of teaching, the process of learning, and the nature of the learners.

EDUC.5730 Curriculum and Teaching History (Formerly 02.573) - Credits: 3
Students analyze the content, methods, materials, and management techniques used in teaching History. Examination of national and state standards for the discipline. The course will include micro-teaching and self-evaluation, as well as school-based observation and participation in schools.

EDUC.5750 Curriculum and Teaching Math (Formerly 02.575) - Credits: 3
Students analyze the content, methods, materials, and management techniques used in teaching mathematics, and examine national and state standards for the discipline. The course includes micro-teaching, self-evaluation, school-based observation, and participation in schools.

EDUC.5760 Curriculum and Teaching Science (Formerly 02.576) - Credits: 3
Students analyze the content, methods, materials, and management techniques used in teaching science. Examination of national and state standards for the discipline. The course will include micro-teaching and self-evaluation, as well as school-based observation and participation in schools.

EDUC.5761 Promoting Healthy Lifestyles Among Students (Formerly 04.576) - Credits: 3
The focus of this course is on applying nutrition concepts relevant to elementary and middle school children and how these concepts can be integrated into the classroom at an age appropriate level. This course will address a broad range of issues including eating habits, disordered eating, sports nutrition, food allergies and school wellness policies.

EDUC.5770 Teaching Elementary Education and Seminar (Formerly 02.578) - Credits: 6
This full time practicum in the elementary school covers 12 weeks under the supervision of qualified teachers, principals, and faculty of the Graduate School of Education. Weekly seminar and portfolio development address the Massachusetts professional teaching standards. Matriculated students only. All coursework must be completed with a minimum 3.25 GPA. Before beginning the practicum.

EDUC.5790 Internship in Moderate Disabilities PreK - 8 (Formerly 02.579) - Credits: 3
Practicum in a special education setting under the supervision of qualified teachers, principal, and university faculty.

EDUC.5830 Teaching English and Seminar (Formerly 02.583) - Credits: 9
Full time practicum in the elementary, middle or secondary schools under the supervision of qualified classroom teachers and faculty of the Graduate School of Education. Weekly seminar and performance assessment addressing the Massachusetts Professional Standards for Teachers.

EDUC.5832 Teaching English and Seminar - Credits: 6
The practicum is a minimum of 12-weeks in a school setting and takes place after all coursework is completed. Practicum can take place in a middle or high school depending on the subject area of licensure. Massachusetts’ Department of Elementary and Secondary Education requires that a preservice teacher complete 300 hours of student teaching with 100 hours
of full teaching responsibility in an approved school setting. Students are matched with experienced and licensed teachers who, alongside a university supervisor, evaluate the student’s performance, provide feedback, support and mentoring. Students return to campus biweekly to attend a practicum seminar that focuses on CAP (Candidate Assessment of Performance).

EDUC.5840 Teaching History and Seminar (Formerly 02.584) - Credits: 9

Full time practicum in the elementary, middle or secondary schools under the supervision of qualified classroom teachers and faculty of the Graduate School of Education. Weekly seminar and performance assessment addressing the Massachusetts Professional Standards for Teachers.

EDUC.5842 Teaching History and Seminar - Credits: 6

The practicum is a minimum of 12-weeks in a school setting and takes place after all coursework is completed. Practicum can take place in a middle of high school depending on the subject area of licensure. Massachusetts’ Department of Elementary and Secondary Education requires that a preservice teacher complete 300 hours of student teaching with 100 hours of full teaching responsibility in an approved school setting. Students are matched with experienced and licensed teachers who, alongside a university supervisor, evaluate the student’s performance, provide feedback, support and mentoring. Students return to campus biweekly to attend a practicum seminar that focuses on CAP (Candidate Assessment of Performance).

EDUC.5890 Teaching Mathematics and Seminar (Formerly 02.589) - Credits: 9

Full time practicum in the elementary, middle or secondary schools under the supervision of qualified classroom teachers and faculty of the Graduate School of Education. Weekly seminar and performance assessment addressing the Massachusetts Professional Standards for Teachers.

EDUC.5892 Teaching Mathematics and Seminar - Credits: 6

The practicum is a minimum of 12-weeks in a school setting and takes place after all coursework is completed. Practicum can take place in a middle or high school depending on the subject area of licensure. Massachusetts’ Department of Elementary and Secondary Education requires that a preservice teacher complete 300 hours of student teaching with 100 hours of full teaching responsibility in an approved school setting. Students are matched with experienced and licensed teachers who, alongside a university supervisor, evaluate the student’s performance, provide feedback, support and mentoring.
Students return to campus biweekly to attend a practicum seminar that focuses on CAP (Candidate Assessment of Performance).

EDUC.5920 Teaching Earth Science and Seminar (Formerly 02.592) - Credits: 9

Full time practicum in the elementary, middle or secondary schools under the supervision of qualified classroom teachers and faculty of the Graduate School of Education. Weekly seminar and performance assessment addressing the Massachusetts Professional Standards for Teachers.

EDUC.5922 Principalship: Practicum I (Formerly 05.592) - Credits: 1-3

The first of two practicum experiences in which students assume a broad range of the responsibilities of a principal in order to demonstrate proficiency in meeting the Massachusetts Professional Standards and Indicators for Administrative Leadership. To enroll in the course, students must be employed in a Massachusetts Public School and have identified an administrator (principal or assistant principal) in the school who holds the appropriate Massachusetts Principal License and is willing to act as a mentor. Students must participate in the online course which accompanies the practicum, complete a practicum log, and meet periodically with the program supervisor to discuss their progress.

EDUC.5930 Teaching Physics and Seminar (Formerly 02.593) - Credits: 9

Full time practicum in the elementary, middle or secondary schools under the supervision of qualified classroom teachers and faculty of the Graduate School of Education. Weekly seminar and performance assessment addressing the Massachusetts Professional Standards for Teachers.

EDUC.5932 Principalship: Practicum II (Formerly 05.593) - Credits: 2-3

In order to enroll in Practicum 2, the student must have made satisfactory progress toward meeting the Massachusetts Professional Standards and indicators for Administrative Leadership in Practicum 1 and have logged sufficient hours as established by the program supervisor. In addition to the work required in the accompanying online course, students must complete the responsibilities identified with the mentor and program supervisor. The student’s work in Practicum 1 and 2 must meet the total of 500 hours of leadership activities required by the Massachusetts Department of Elementary and Secondary Education.

EDUC.5950 Practicum II, Middle School Principal (5-8) (Formerly 05.595) - Credits: 2

The practicum is a minimum of 12-weeks in a school setting and takes place after all coursework is completed. Practicum can take place in a middle or high school depending on the subject area of licensure. Massachusetts’ Department of Elementary and Secondary Education requires that a preservice teacher complete 300 hours of student teaching with 100 hours of full teaching responsibility in an approved school setting. Students are matched with experienced and licensed teachers who alongside a university supervisor evaluate the student’s performance, provide feedback, support and mentoring. Students return to campus biweekly to attend a practicum seminar that focuses on CAP (Candidate Assessment of Performance).
The practicum is a two-semester (1+2=3 credits) field-based experience in which the student engages in administrative responsibilities at the level of a school principal. These responsibilities are supervised by an on-site supervisor/mentor who holds certification in the appropriate area. A minimum of 300 hours must be completed during the course of the year. The responsibilities must be real and varied enough to allow the student to actively apply their knowledge and skills, thus demonstrating competence in the ‘Standards for Advanced Programs in Educational Administration’ of the ELCC (Educational Leadership Constituent Council).’ In addition to the field-based activities, candidates participate regularly in an on-line seminar with the university supervisor/instructor and meet for 3-4 face-to-face seminar sessions at the university. Students develop a practicum action plan, document their activities in a journal, participate in regular on-line discussions, complete several reflection assignments, and compile a final Practicum Portfolio. The basis of all work in the online seminar relates directly to the issues, experiences, and questions form the candidate's field-based activities. The Practicum aims to help all students achieve a fuller realization of their professional and personal resources as leaders and learners and strengthen their effectiveness as educational administrators now and into the future.

EDUC.5960 Practicum I, High School Principal 9-12 (Formerly 05.596) - Credits: 1

The practicum is a two-semester (1+2=3 credits) field-based experience in which the student engages in administrative responsibilities at the level of a school principal. These responsibilities are supervised by an on-site supervisor/mentor who holds certification in the appropriate area. A minimum of 300 hours must be completed during the course of the year. The responsibilities must be real and varied enough to allow the student to actively apply their knowledge and skills, thus demonstrating competence in the ‘Standards for Advanced Programs in Educational Administration’ of the ELCC (Educational Leadership Constituent Council).’ In addition to the field-based activities, candidates participate regularly in an on-line seminar with the university supervisor/instructor and meet for 3-4 face-to-face seminar sessions at the university. Students develop a practicum action plan, document their activities in a journal, participate in regular on-line discussions, complete several reflection assignments, and compile a final Practicum Portfolio. The basis of all work in the online seminar relates directly to the issues, experiences, and questions form the candidate’s field-based activities. The Practicum aims to help all students achieve a fuller realization of their professional and personal resources as leaders and learners and strengthen their effectiveness as educational administrators now and into the future.

EDUC.6003 Leadership in Schooling: Residency - Credits: 0

The residency is a required on-campus component of the Ed.D. in Leadership in Schooling. Held during the summer, students spend several full days working with their student cohort and selected faculty on program outcomes. Students establish study groups, conduct preliminary work for the portfolio (for comprehensive exam I) and qualifying paper (for comprehensive exam II), and participate in daily seminars. There is a fee associated with the residency.

EDUC.6010 Leadership, Law & Policy in Higher Education (Formerly 08.601) - Credits: 3

This course examines theory, research and practice that inform us about the problem of scholarship, teaching, change and innovation in higher education. Students study academic life in the larger context of the institutional structure.

EDUC.6011 Pilot Study Proposal (Formerly 05.601) - Credits: 1

Pilot Study Proposal one credit provides the student with a seminar experience for the development of a pilot study proposal. This course is intended for the student who anticipates taking one or two additional semesters to complete the pilot study proposal. Successful completion of a written pilot study proposal and oral defense are required for continued progress in the degree program.
EDUC.6012 Introduction to Linguistics (Formerly 02.601) - Credits: 3

All language teachers benefit from understanding of how language in general works. This course is designed to help students to understand and use in their language teaching the basic concepts, methods and approaches of linguistics. The following topics are covered in the course: phonetics (sounds/sound inventory of a language), phonology (how we understand and organize the sounds and patterns), morphology (word structure, morphemes; how smaller units of meaning make up words), syntax (sentence structure, how words make up sentences), semantics (how we understand and parse sentences, structural ambiguity, context within sentences), pragmatics (how context impacts meaning on a textual level), social aspects of language (dialects, sociolects, language change, etc.). Although most of the examples will involve English, for comparative and contrastive purposes other languages will be used (no need to understand them). Students will be encouraged to come up with as many of their own examples as possible.

EDUC.6020 Pilot Study Proposal (Formerly 05.602) - Credits: 2

Pilot Study Proposal two Credits provides the student with a seminar experience for the development of a pilot study proposal. This course is intended for the student who was previously enrolled in EDUC.6011 and anticipates completing the pilot study proposal by the end of the semester. Successful completion of a written pilot study proposal and oral defense are required for continued progress in the degree program.

EDUC.6030 Pilot Study Proposal (Formerly 05.603) - Credits: 1-3

Pilot Study Proposal Three Credits provides the student with a seminar experience for the completion of a pilot study proposal. This course is intended for the student who anticipates completing the pilot study proposal by the end of the semester, and who has not previously taken EDUC.6011 or 6020. Successful completion of a written pilot study proposal and oral defense are required for continued progress in the degree program.

EDUC.6040 Leadership of Community Engagement I (Formerly 05.604) - Credits: 2

The purpose of Leadership of Community Engagement I is to expose teacher leaders to the variety of issues associated with family and community engagement. Through critical examinations of theory, personal experiences and collective knowledge, teacher leaders will learn how to engage families and community members (i.e., business, health and service agencies and community-based organizations) and recognize the different forms of engagement. This course will highlight collaborative strategies that “shares power” with parents, families, and community organizations in schools.

EDUC.6070 The Adult Learner (Formerly 01.607) - Credits: 3

This course will focus on the learning and development of adolescent young adults, adults and older adults in both school-based and non-school based settings. Cognitive, emotional, social and professional learning will be addressed as well as differing and changing learning styles across the lifespan and different learning settings.

EDUC.6071 Advanced Academic Writing I (Formerly 02.607) - Credits: 3

This course will enable graduate level English language learners to become competent academic writers who can critically and creatively evaluate, analyze, construct and present their ideas and arguments. This is a student oriented, pro-active course where writing skills are connected to reading skills. Through attentive, detailed and critical reading of various materials students will further enhance their writing skills by applying effective planning, drafting, rewriting and editing strategies.

EDUC.6074 Methods of Sheltered Language Instruction (Formerly 06.607) - Credits: 3

Different approaches and teaching procedures in Second Language instruction will be discussed as well as the methodological models of English as a Second Language instruction.

EDUC.6075 Academic Writing for English Second Language Users - Credits: 0

This course engages students in forms of academic writing, particularly relevant to scientific areas of study, from proposal and responses to research articles. Topics include (but not limited to) the language necessary to convey specialized/technical content to a variety of audiences, information structure, extensive use of sources, analysis of and feedback on writing (published and in progress) and resources (corpora) available and their usage. Priority given to graduate students later in their studies.

EDUC.6076 Data Management and Visualization - Credits: 3

The use and analysis of data in all forms requires that educational researchers understand how to manage and visualize data, making creative use of this knowledge as they
build robust findings well supported by evidence. In this class, students will be introduced to the underlying principles of data management and the ways different kinds of data and information can be visualized to support analysis and representation to curious audiences.

EDUC.6080 Student Development Theory (Formerly 01.608) - Credits: 3

the Student Development Theory course will provide students with a theoretical background in the developmental processes of college students. The course will cover pertinent models of student development pertaining to cognitive, moral, psycho/social, environmental, and identity development. Students will gain an understanding of each theory, and understand their practical application.

EDUC.6090 Seminar I: Professional Accomplishments (Formerly 05.609) - Credits: 1

Candidates are asked to document a limited number of verifiable accomplishments outside the classroom from both the professional and local communities. Candidates must explain how each accomplishment impacts student learning. Accomplishments are limited to the last five years. Later in the program, more recent accomplishments may be added to the entry. The portfolio entry is 20 pages in length.

EDUC.6100 Teaching Reading in Content Area (Formerly 06.610) - Credits: 3

This course presents the theoretical foundation and current best practices for content area reading, writing, and study skills. The focus is on motivation, cognition, memory, and verbal processing theories as they apply to methodology. Students learn to develop lessons and units that integrate reading and writing while covering concepts in the content areas.

EDUC.6110 Introduction to Higher Education (Formerly 05.611) - Credits: 3

This course provides an overview of the post secondary education system in the United States. It offers an interdisciplinary examination of contemporary colleges and universities with special attention to purposes, institutions, governance, and stakeholders.

EDUC.6120 Topics in Language Arts and Literacy (Formerly 06.612) - Credits: 3

This is an elective course in the doctoral program that covers a range of topics in language arts and literacy.

EDUC.6125 Global Perspectives on Higher Education - Credits: 3

This course explores why higher education today is in the midst of a global revolution. We will examine trends in our current age of globalization and how these trends have impacted the college campus. We will also ask hard questions about why students, faculty, universities, and entire nations seek international exchanges, what they get out of all this movement, and how it relates to the expanding significance of global citizenship. Our goal is to move beyond the "food, flags, and festivals" view of global learning and toward meaningful research agendas about the role of higher education in an age of global opportunities and global challenges.

EDUC.6130 Leading the Professional Learning Community (Formerly 05.613) - Credits: 3

it is well documented that teachers who habitually examine their shared work based on inquiry, observation, analysis of data, dialogue, and experimentation tend to be more effective than those who are not reflective and work in isolation. How do we help all teachers become highly effective: How do we spread reflective practice from isolated pockets to all teachers in a school? The answer lies in the transformation of a school's professional staff from isolated practitioners into a professional learning community. A professional learning community is a work culture in which educators regularly learn with and from each other through collaborative inquiry. This course provides the practical know-how and deep understanding need for educators to introduce and lead collaborative inquiry within their school or district and transform the teaching staff into a professional learning community. Furthermore, this course introduces the idea of collaborative inquiry by transforming participants into a professional learning community during the course. Thus, participants focus collaborative inquiry on their shared practice, read and reflect on selected authors, and
develop action plans to help them introduce or advance collaborative inquiry in their own work settings.

EDUC.6220 Managing Resources and Finances
(Formerly 05.622) - Credits: 3

This course will provide students with an understanding of the financial principles and budget management in the operation of our public schools. We will analyze economic and demographic data, review local/state and federal education budgets, examine the legal principles of school finance, review local, state and federal laws and policies on public education and evaluate case studies in the operation of public schools. Students will prepare budget documents, develop financial forecasts and prepare policy briefs on various topics related to school finance.

EDUC.6221 Science, Mathematics and the Educated Mind
(Formerly 04.622) - Credits: 3

Examination of interaction of Science and Mathematics in the growth of knowledge, and current considerations of literacy.

EDUC.6225 Education Reform in Science, Technology, Engineering, & Mathematics - Credits: 3

This blended course explores the ongoing efforts to improve the equity and quality of Science, Technology, Engineering, and Mathematics (STEM) education. By examining a series of STEM education reform efforts from the local, state, and national levels, students will gain a practical and theoretical understanding of both the historical role policy plays in education and its chronic shortcomings. Students will investigate an example of a local example of STEM reform and report on it to the class from a reform perspective. Finally, the educator’s role in implementing effective reform in is considered.

EDUC.6226 Leadership and Research in STEM Education - Credits: 3

Educators in this course will explore and analyze current research in STEM education, investigate how student performance data informs school and district program decision making, learn how to lead and empower teachers in the mapping of STEM curriculum across grade levels, and develop strategies to develop effective district-wide STEM professional development for K-12 educators.

EDUC.6227 Foundations of Student Learning in STEM fields - Credits: 3

This course examines key crosscutting issues that enable STEM teachers to understand how knowledge is obtained and verified. During the course you will explore the theoretical foundations and research that would help you to better understand the nature of cognitive processes, the development of STEM reasoning abilities, and applications for teaching.

EDUC.6230 School Policy and Law
(Formerly 05.623) - Credits: 3

This course will provide students with an understanding of the law and legal basis for making decisions in our public schools. We will analyze court decisions, state and federal constitutional provisions and laws and public policies and regulations as they pertain to the operation of the public schools in the United States. With a solid understanding of the legal framework of governance at the federal, state and local level and the decisions derived though court cases, educators will be better equipped to respond to the numerous challenges and decisions they face throughout the school year.

EDUC.6231 Policy & Practice in Sci., Tech., Eng., & Mathematics Education
(Formerly 04.623) - Credits: 3

This course explores the dynamic relationship between educational policy and classroom teaching. By comparing the similarities and differences for this relationship within each of these fields, students will gain a practical and theoretical understanding of both the historical role policy plays in education and its chronic shortcomings. Finally, the educator’s role in implementing effective change in these fields is considered.

EDUC.6240 Assessment of Learning
(Formerly 04.624) - Credits: 3

Students examine various approaches to the formative and summative assessment of learning. This course examines the importance of assessment in planning curricula and individual lessons.

EDUC.6251 Teaching of Writing
(Formerly 06.625) - Credits: 3

The Teaching of Writing examines theories and research in writing instruction at all levels. The course focuses, particularly, on teaching/learning strategies and activities that improve students’ writing.

EDUC.6260 Developments of concepts in Science
(Formerly 04.626) - Credits: 3

Students explore the historical development of selected science concepts and the emergence of the philosophy of science. Progress in science is examined together with views of the
nature of science.

EDUC.6270 Second Language Acquisition and Assessment (Formerly 06.627) - Credits: 3

A Study of the general schools of thought that have formed the basis of teaching English as a Second Language. This course is designed to assist students in conceptualizing the foundations of second language acquisition. The course will also inform students about appropriate procedures for assessing the skill development of second language learners.

EDUC.6271 Development of Mathematics Concepts (Formerly 04.627) - Credits: 3

Participants will analyze the nature of mathematics content knowledge and the nature of mathematics process knowledge, as well as the nature and process of knowledge acquisition. A conceptual framework will emerge from the synthesis of existing information.

EDUC.6280 Reasoning and Problem Solving in Science (Formerly 04.628) - Credits: 0

An analysis of the development of procedural knowledge, with particular emphasis on reasoning and problem solving, as they are currently conceptualized in educational and psychological literature.

EDUC.6300 Educating Diverse Populations (Formerly 01.630) - Credits: 3

As the world becomes increasingly diverse, educators must be prepared to examine, confront, and manage the factors that affect the education of all children. This course addresses several central issues focusing on how teachers address the problems that confront students who differ from the majority population in language, ethnicity, culture, gender, and sexual orientation. Ensuring that their families and communities are actively involved in the educational process is also an important component of the course.

EDUC.6301 Reasoning and Problem Solving (Formerly 04.630) - Credits: 3

The course is designed to direct and encourage critical examination of the theory of problem solving. Students analyze current research literature relating to reasoning, problem solving and critical thinking. Synthesis of this literature serves as a foundation for examining curriculum decisions.

EDUC.6302 Education Policy and Law (Formerly 05.630) - Credits: 3

The course provides students in the Ph.D. in Leadership in Education the opportunity for in-depth consideration of fundamental questions, seminal research, and theoretical perspectives related to education policy at all levels. Students who successfully complete this course will be able to explain major theoretical and legal perspectives in education policy research; discuss contemporary trends in education policy and law at state and federal levels; and identify key social, political, and economic factor that influence education policy and law.

EDUC.6320 The Inclusive School (Formerly 01.632) - Credits: 3

School leaders must create environments that are welcoming to all students and their families and that capitalize on the strengths students bring to the learning environment as well as address the needs of students. As the population of students in our schools has continued to become more diverse, building an inclusive environment in which all are valued and in which all student can succeed has become increasingly complex. Participants in this course will explore their values and beliefs as well as the dominant culture and prevailing belief systems present in the majority of today’s public schools. Participants will learn about ways in which many students, their families, and their communities may differ from this dominant culture, and the possible effects of this mismatch. Through readings and interactive discussions, participants will examine ways to build a school culture that is inclusive for all students and their families. Participants will develop detailed plans of action to actively and meaningfully involve parents and community members in all aspects of the school.

EDUC.6350 Dynamics of Curricular Change (Formerly 04.635) - Credits: 3

This course considers alternative perspectives of curriculum and explores issues and strategies involved in the process of changing the curricular visions and practices of schools.

EDUC.6360 Sociocultural Contexts of Educational Communities (Formerly 01.636) - Credits: 3

Examines the social, cultural and political forces that shape the educational environment and provide context for teaching and learning. The existing and desired relationships among schools, families, and communities will be discussed.

EDUC.6370 Historical and Contemporary Perspectives on Curriculum - Credits: 3

This course focuses on developing a knowledge base of historical and contemporary perspectives on curriculum and schooling as they evolved in American society. The first part of the course addresses three concepts as they relate to
EDUC.6380 Curriculum Design K-12 (Formerly 04.638) - Credits: 3
A review of state mandates which, by law, shape the curriculum of the school. Examination of "new" curricula and their sources, as well as the development of a rationale for curriculum design and an evaluation of the personnel and techniques by which these curricula can be developed.

EDUC.6381 Planning, Technology and School Improvement (Formerly 05.638) - Credits: 3
This course helps educators develop a broad grasp of the educational possibilities and concerns the Internet raises, for K-12 educators as well as those in higher education. Through the course, students develop in-depth knowledge of Internet resources and problems related to a specific issue of professional interest.

EDUC.6410 Issues in Staff Development (Formerly 05.641) - Credits: 3
Includes understanding of how to work with adult learners who are peers, as well as techniques for assessing staff needs, design of programs to improve staff performance and strategies to ensure productive in-service education.

EDUC.6411 Fostering a Learning Organization in Higher Education (Formerly 01.641) - Credits: 3
This course will explore approaches to employee engagement and professional development. Organizational learning and adult learning theories will be introduced as mechanisms for delivering effective practices in the planning, design, and implementation of (1) employee knowledge, competency, and capacity-building practices and programs and (2) strategies for fostering a learning organization.

EDUC.6421 Principles of Supervision (Formerly 05.642) - Credits: 3
This course is designed to help current and aspiring supervisors explore the skills, knowledge and personal attributes central to instructional leadership and supervision. A paradigm shift away from an historical/traditional view of supervision towards a more collegial model is emphasized. Students will complete field work including two observations of a colleague and pre and post-lesson conferences.

EDUC.6423 Program Evaluation (Formerly 07.642) - Credits: 3
Evaluation tasks will be identified and the policy issues attendant to evaluation will be examined. Students will identify and discuss several models of program evaluation, understand what needs to be considered and addressed in needs assessment, and learn to identify an appropriate design for a new evaluation. Students will be expected to conduct program evaluation, present their ideas and illustrate how evaluation results can be useful for program decision making.

EDUC.6430 The Skillful Teacher (Formerly 04.643) - Credits: 3
This course is designed to help teachers and educational leaders view teaching from a reflective stance. Video material of teaching situations will be examined for the application of skills discussed in the course.

EDUC.6431 Principalship PK - 12 (Formerly 05.643) - Credits: 3
This course is designed to help aspiring principals explore the skills, knowledge and personal attributes central to effective leadership. The course aims to acquaint students with research, theories, and frameworks from the knowledge base on school leadership; explore the issues, daily experiences, and decisions of the principal within the action context of the school; assist students to think critically and systematically about leadership; help students become more conscious of their own values, assumptions and purposes as school leaders; further develop leadership skills, insight, and vision for schooling; assist students to think of themselves as educators for transformation.

EDUC.6440 Foundations for Practitioner Scholars (Formerly 01.644) - Credits: 3
This course will introduce students to seminal and recent work in the fields of philosophy, history, and psychology as they relate to education. Students will critically examine research and scholarly theory in these fields and their relationship to PK-12 Practice.

EDUC.6441 Models of Teaching (Formerly 04.644) - Credits: 3
This course will investigate researched-based instructional
models that have been proven to facilitate learning in any academic content area. Each model addresses academic content as well as attainment of instructional goals and objectives. All models support the 21st learner by focusing on the needed skills for school, life and work. This course will benefit teachers who teach at any grade level.

EDUC.6450 Perspectives and Visions in Education I (Formerly 01.645) - Credits: 3
Open to matriculated doctoral candidates only. This foundational course provides new doctoral students with an understanding of differing perspectives on the purpose of public education in the United States during the last 150 years. The philosophical and political perspectives which influenced educational reform during this period will be examined. The course will culminate in reading and discussion of contemporary visions for schooling. This course must be taken before 01.646.

EDUC.6451 Directed Study Curriculum and Instruction (Formerly 04.645) - Credits: 3
EDUC.6460 Perspectives and Visions in Education II (Formerly 01.646) - Credits: 3
This course examines how psychology and education have been intertwined throughout the history of American education. Various psychological perspectives for educational practice will be considered. The role of research in education, including the use of psychological research methods will be considered as you begin preparing to conduct educational research. Visions of educational psychologists for utilizing psychological research findings in creating future educational practice and policies will also be explored.

EDUC.6490 Directed Study: Administration (Formerly 05.649) - Credits: 3
Through frequent consultation with the instructor, the student will investigate and define a problem for research and will present the findings in a significant paper. The directed study may not be substituted for a required course.

EDUC.6501 Capstone Project: Advanced Programs (Formerly 04.650) - Credits: 3
Students will have the opportunity to develop a teacher work sample consisting of work in six major areas: (1) contextual factors, (2) learning goals, (3) assessment plan, (4) design for instruction, (5) analysis of student learning, and (6) reflection.

EDUC.6502 Educational Reform (Formerly 05.650) - Credits: 3
Addresses the way in which an instructional leader initiates changes in organizations–whether curricular or in the systems which make organizations function.

EDUC.6510 Web-based Tech. in the Learning Environment:Teaching and Learning (Formerly 03.651) - Credits: 3
Students will research, discuss and examine web-based educational technologies and the pedagogical practices associated them. We will also interrogate the way that these technologies and their requisite literacies have changed, are changing and will change the nature of institutional instruction. In addition, we will investigate the policy implications that arise from the existence of these technologies. This course is taught online. It is suitable for students at the Masters, Ed.S or Doctoral level.

EDUC.6511 Transformative Leadership in Education (Formerly 05.651) - Credits: 3
This course considers ways in which school leaders can facilitate transformative change in all aspects of education. Focusing on theory, research, and pragmatic strategies, the course examines approaches to educational design and redesign for educational institutions undergoing significant change.

EDUC.6520 Change and Conflict in Higher Education (Formerly 05.652) - Credits: 3
Examines theories in the changing process, strategies for effective adoption and implementation of innovations and conflict resolution.

EDUC.6530 Capstone Alternative (Formerly 04.653) - Credits: 3
This Capstone Alternative is the culminating course for students who are not in regular PK-12 classroom settings, particularly those who are in the Autism Studies program. Candidates in this course will apply information that they have learned during their coursework to an action research project in a classroom or small group setting. In addition, candidates will develop a professional portfolio with products developed during coursework.

EDUC.6540 Student Development & Leadership in Higher Education (Formerly 08.654) - Credits: 3
This course will examine the role of higher education in creating leaders for a diverse and democratic society. Grounded in student development theory and practice, this course will engage participants in reflective and critical exploration of
leadership theories, frameworks, concepts and skills that focus on social justice and purposeful change. The course is designed to provide foundational grounding in the study of leadership theory and research, with a focus on the leadership paradigms emphasizing transformation, collaboration and empowering group members in an effort to improve the world in which we live. During this course you will read current ideas about student development and the nature of leadership, you will engage in class activities and assignments which challenge you to think critically with multiple perspectives and frameworks and you will undertake a self-examination about who you are and what you believe as someone who will facilitate student development and leadership in student affairs and within higher education.

EDUC.6550 Directed Study Curriculum and Instruction (Formerly 04.655) - Credits: 3

Through frequent consultation with the instructor, the student will investigate and define a problem for research and will present the findings in a significant paper. The directed study may not be substituted for a required course.

EDUC.6560 Ed.S Seminar (Formerly 04.656) - Credits: 3

Candidates undertake an in-depth study of issues pertinent to PK-12 education and develop a product to address these issues. Candidates must complete 24 credits prior to registering for the Ed.S Seminar.

EDUC.6571 Readers Responses to Literature (Last Term 2009 Spring)(Formerly 06.657) - Credits: 3

An in-depth study of theory and research on the work in readers' responses to literature. Attention is given to past findings and methodologies as well as to future research in this area.

EDUC.6580 Role of the Curriculum and Instructional Leader (Formerly 05.658) - Credits: 3

This course provides prospective leaders with the theoretical and empirical bases for understanding the instructional core and how to create the conditions needed for high quality teaching and learning to occur in their schools. Course participants will explore how to (i) establish a vision that promotes high standards for learning and is shared by all stakeholders; (ii) promote a positive school culture that is anchored in professional behavior and trusting relationships; (iii) promote effective instructional programs and the application of best practices to student learning; (iv) make decisions grounded in reliable data integrity, fairness, and ethical conduct.

EDUC.6590 Strategies for Instruction in Higher Education (Formerly 08.659) - Credits: 3

A variety of theories, methods and multi-media techniques of teaching will be explored in order to familiarize students with the many options available to facilitate learning by adults.

EDUC.6600 Ethnographic Inquiry (Formerly 07.660) - Credits: 3

This course provides the theoretical underpinnings of the nature, principles and processes of ethnographic research which focuses on the understanding of human cultures. Students will study how an ethnographic research project is developed and will conduct an aspect of a study during the semester. There will be particular emphasis on collecting and analyzing data in ethnographic research.

EDUC.6601 Diversity in Higher Education 08.660) - Credits: 3

Focuses on the preparation, admission, retention, and achievements of minorities in higher education, both past and present.

EDUC.6701 Practicum I: Higher Education Option (Formerly 08.670) - Credits: 3

The Practicum I: Higher Education is the first of two culminating requirements for those students striving to earn the M.Ed. in Education Administration: Higher Education Option. Practicum I and II require students to engage in a project that demonstrates the practical application of their knowledge and skills in real-life higher education leadership activities and responsibilities over the course of two semesters; both semesters involve significant leadership work in partnership with a supervisor/mentor in an appropriate higher education site. Selection of the focus and scope of the project will be tailored to students area of focus in the Higher Education Option and their current work responsibilities.

EDUC.6710 Practicum II: Higher Education (Formerly 08.671) - Credits: 3

Practicum II: Higher Education is the second in the series of two culminating requirements for those students striving to earn the M.Ed. in Education Administration: Higher Education Option. Similar to Practicum I (08.670), Practicum II (08.671) requires students to engage in the continuation of the project form Capstone I that demonstrates the practical application of their knowledge and skills in real-life higher education leadership activities and responsibilities over the course of the semester. Both Practicum semesters involve significant leadership work in partnership with a supervisor/mentor in an
appropriate higher education site. Practicum II content will be tailored to students’ area of focus in the Higher Education Option and their current work responsibilities.

**EDUC.6733 Ethics and Decision-Making in Higher Education - Credits: 3**

This course will explore ethical theories and their application to higher education. The course will rely heavily on in class discussion and learning from all participants: faculty and students. A case study approach will be used in order for students to gain hands-on experience dealing with ethical issues that arise in the Higher Education setting.

**EDUC.6740 Research into Learning in Science (Formerly 04.674) - Credits: 3**

In this course, we shall be reading research articles and examining how the research was carried out. You will conduct an "action research" project. Those who engage in action research have a commitment to bring about change. In this case, you will be investigating something in your own classroom or school that concerns you and therefore the results of your research will help you to think about what might be done to change the situation. Through the collection and sorting of data we can gain insights into situations that were previously muddy. Teachers often have to make judgments based on experience, but this is not persuasive to outsiders. With data we can convince others that the course of action we choose is justified.

**EDUC.6750 Leadership in Science Education (Formerly 04.675) - Credits: 3**

There are many issues in science education that can be clarified as a result of reading current literature and engaging in discussion with other teachers. In this course, we will examine some of the most pressing issues that face us as science teachers e.g. What is science literacy? What role should inquiry play in a science curriculum? What is the role of technology in science education? Is ability grouping appropriate for learning in science? Each week we will examine a different issue and share our expertise, as we explore what it means to be a leader in science education. You will share your own science teaching expertise by developing an article to be submitted to an NSTA publication via a peer review process. Additionally, you will put your program learning into practice and will be assessed through written evidence captured in a professional portfolio.

**EDUC.6751 History, Theory, & Contemporary Issues in Lang, Literacy & Culture (Formerly 06.675) - Credits: 3**

The purpose of this course is to engage students in the complexities and debates regarding theoretical perspectives and research on language, literacy, and culture that have affected language and literacy learning. This course will begin with introduction to the history of research done on concepts of language, literacy and culture. Students then look at the evolution of sociolinguistic and stenographic research language, literacy and culture as well as other modes of inquiry on language and literacies. Most of the course is spent closely examining studies for how they conceptualize the mutual construction of language, literacy, and culture, and for what they can tell us about the nature of literacy learning. In addition, students will explore the questions those studies raise such as cultural diversity, identity, learning, curriculum and instruction school-community relationships and social justice in literacy and language learning.

**EDUC.6760 Exploring the Nature of Science (Formerly 06.676) - Credits: 3**

If you were asked to describe the characteristics of science what would you say and would you know whether professional scientists agree with you? National professional societies such as the NSTA and the AAAS, believe that if middle and high school students understand how science has been and is practiced, they will be more likely to question their own thinking, recognize the power of scientific theories and understand that there are no absolute truths. This course will take you on an exploration of some fascinating discoveries in the history of science, engage you in debate about controversial issues in science, and involve you in raising your own scientific questions.

**EDUC.6761 History, Theory, and Research in the Teaching of Writing (Formerly 06.676) - Credits: 3**

This course covers the history of the teaching of composition from the ancient Greeks to the present day, the development of both theory and pedagogy, and the current research into how writers learn, which teaching methods work best, and which issues continue to be of concern. Students will learn to critique writing pedagogy, to place programs and issues into historical perspective, and to analyze and design research into the teaching of writing.

**EDUC.6770 Theories of Verbal Communication (Formerly 06.677) - Credits: 3**

The course will examine various theories and models of verbal communication appropriate for study in the Language Arts and Literacy. The specific theories and models will be determined each semester.

**EDUC.6780 History, Research and Contemporary Issues in Reading Instruction (Formerly 06.678) - Credits: 3**

This course will cover the history of the teaching of composition from the ancient Greeks to the present day, the development of both theory and pedagogy, and the current research into how writers learn, which teaching methods work best, and which issues continue to be of concern. Students will learn to critique writing pedagogy, to place programs and issues into historical perspective, and to analyze and design research into the teaching of writing.
Credits: 3

Students will trace the history of reading instruction in the United States from The New England Primer in the 1600s to the present with special attention to the ways in which those milestones may have impacted reading instruction today. Each of the key philosophical orientations to reading instruction will be explored from the point of view of the research that informs that instruction. Contemporary issues in reading instruction will be examined with ties to both the research and the history. Contemporary issues will be drawn from, but not limited to, politics, curriculum design, instructional materials, and instructional design.

EDUC.6910 Developing Inclusive School Contexts (Formerly 05.691) - Credits: 3

This course will introduce students to theory and research about structural inequities, barriers to education, and promising practices for addressing these barriers. Students will examine theory and research and implications for practice in PK-12 Leadership.

EDUC.6911 Applied Research Design (Formerly 07.691) - Credits: 3

This course is designed to provide PK-12 practitioners with an understanding of the principles of research design and the ethical responsibilities of conducting a research study. Participants will learn a broad range of research methodology approaches that can be applied to problems of practice. Participants will become skilled at reading, evaluating, and judging the trustworthiness of studies using different methodology approaches. They will design a practitioner-oriented research study.

EDUC.6920 Law, Policy, and Finance (Formerly 05.692) - Credits: 3

In this course students will examine scholarship and research in the areas of law, policy and finance as these affect educational practice. They will analyze law, policy and finance and its implications for leaders in PK-12 schools and school systems.

EDUC.6921 Quantitative Data Analysis for Practitioner Leaders (Formerly 07.692) - Credits: 3

The primary focus of this course is to prepare practitioner leaders to understand, interpret, and analyze quantitative data as it relates to their identified problem of practice.

EDUC.6922 Qualitative Research Methods Practitioner Leaders - Credits: 3

This is the first in a two-part sequence of courses that will introduce students to the scope of issues, techniques, and perspectives that compose qualitative research methodology. In this first course students will be introduced to historical, philosophical, and theoretical issues undergirding the approach, principles of research design, data collection techniques, and approaches for preliminary organization of the data. Students will also be introduced to literature and technologies of the field.

EDUC.6930 Organizational Learning (Formerly 05.693) - Credits: 3

This course will introduce students to research and theory in the field of organizational learning and its application to PK-12 practice. Students will study the origins, evolution and contemporary findings of research in this field. Students will explore the practical implications of organizational learning for PK-12 leadership.

EDUC.6931 Data Analysis for Practitioner Leaders (Formerly 07.693) - Credits: 3

This course is designed to provide second year EdD students opportunities to learn how experts in the field are applying principles of improvement science to address educational problems—particularly those related to equity. At the end of the course, students are expected to demonstrate how they will apply improvement science methods to address a persistent educational problem in their own school or system contexts.

EDUC.6940 Systems Leadership I (Formerly 05.694) - Credits: 3

Drawing on organizational, management, and educational scholarship, this course introduces students to concepts and practices associated with strategic systems leadership. Students will apply their understandings of how to leverage both formal and informal sources of influence in their analysis of relevant teaching cases and the data they collect in an extensive field study project.

EDUC.6950 Systems Leadership II (Formerly 05.695) - Credits: 3

Building on the core concepts and practices introduced in Systems Leadership I, this course focuses specifically on how effective leaders use data to understand and address the challenges of their operation environment. Importantly, the course focuses on not only the technical knowledge and skills leaders need to use data as a lever for improvement at scale, but on the adaptive leadership skills required for meaningful systems change.
EDUC.6960 Strategic Partnering with Families and Communities (Formerly 05.696) - Credits: 3

This course will critically examine the variety of issues associated with partnering with parents, families and community organizations. Through analysis of theory, research and collective knowledge, doctoral students will learn how to strategically engage parents, families and community organizations and recognize the different forms of engagement. This course will emphasize collaborative strategies that “shares power” with key stakeholders in U.S. schools.

EDUC.6980 Research Seminar - Credits: 0

The goal of the Research and Program Evaluation program’s Research Seminar is to provide advisement, develop a sense of professional community among Ph.D. students and faculty in the program, and assist students to develop the "soft skills" of academia-including how to make professional presentations and deliver academic critique.

EDUC.6990 Doctoral Research Seminar (Formerly 07.699) - Credits: 0-1

This seminar, for all doctoral students and faculty in the Research and Program Evaluation Ph.D. program gives students the opportunity to learn about research and evaluation practice directly from faculty and other students speaking about their research and evaluation experiences. Students will learn how to: understand research and evaluation presentations; ask educated questions and make substantive suggestions and comments about research; and create and deliver a presentation of their research evaluation projects.

EDUC.6991 Reading and Applying Educational Research - Credits: 3

This course is designed to build student capacity for evidence-based decision making in K-12 schools. Specifically, it will advance student ability to locate educational research, evaluate it for quality, extract findings, and apply those findings to practice. Critically, the process of applying research to practice will consider local context and draw on stakeholder experiences, weaving them together with scholarship to develop school improvement plans.

EDUC.6999 Reading and Critiquing Educational Research - Credits: 3

This course, with its focus on educational leadership research, will help you locate different kinds of educational research, understand the basic format of various genres of research, read educational research, and efficiently extract findings and results. It will also help you critique educational research. This course will also prepare you to interpret methodological approaches, to examine the coherence of those approaches, to identify potential threats to validity, and to distinguish high-quality work from that which is merely competent.

EDUC.7000 Introduction to Research Design and Methods (Formerly 07.700) - Credits: 3

In this course students will be introduced to: Principles of research design in social sciences; Understanding how to plan for research using quantitative and/or qualitative data collection methods; Ethics of research conduct; Understanding and preparing for the Institutional Review board (IRB) process; Evaluating the trustworthiness of research; How to critically review research; The historical and philosophical issues grounding qualitative research; Paradigms; Sampling procedures; Types of measurement error; Methodologies appropriate for educational research; Recent developments in education research.

EDUC.7002 Conducting Research in Literacy Studies I - Credits: 3

This course provides doctoral students prior to their dissertation research with an opportunity to develop a research proposal through an intensive literature review, writing and discussions. Based on a solid understanding of current research trends on literacy, culture and communication students will identify research questions and articulate theoretical perspectives that frame their research. Developing research design and analysis tools will also be a core element of this course as a part of the students; research proposals. Students will go through IRB application using the proposal developed in this course to actually conduct their research in the next semester.

EDUC.7010 Cognitive & Info Processing Theories of Learning, Dev & Inst (Formerly 01.701) - Credits: 3

This course covers the fundamentals of human memory and cognition. In addition to modern memory theory, imagination, problem solving, invention, complex learning and complex skills performance will be explored.

EDUC.7011 Pilot Study (Formerly 05.701) - Credits: 1

Pilot Study One Credit provides the student with a seminar experience for the development of a pilot study. This course is intended for the student who anticipates taking one or two additional semesters to complete the pilot study. Successful completion of a written pilot study is required for continued progress in the degree program.

EDUC.7012 Data Analysis (Formerly 07.701) -
Credits: 3

Prerequisite: A descriptive statistics or research methods course satisfactory to the Program Faculty. This course covers basic statistics used in the analysis of educational research.

EDUC.7014 Conducting Research in Literacy Studies II - Credits: 3

This course will focus on the actual conduct of a research project. It may not be possible to complete a research project (data collection and analysis) in a single semester; however, some important aspects of a research project are expected, such as sample data collection using the research instruments developed in the previous semester, ongoing analysis and preliminary findings. Students are expected to receive approval from the IRB prior to the course and will begin data collection as soon as the semester begins.

EDUC.7020 Research Methods and Design (Formerly 07.702) - Credits: 3

Methods of data collection suitable for answering a variety of educational research questions. Considers both qualitative and quantitative strategies for research and evaluation needs. Prerequisite: 07.701 or acceptable substitute.

EDUC.7021 Pilot Study (Formerly 05.702) - Credits: 2

Pilot Study Two Credits provides the student with a seminar experience for the development of a pilot study. This course is intended for the student who was previously enrolled in EDUC.7011 and anticipates completing the pilot study by the end of the semester. Successful completion of a written pilot study is required for continued progress in the degree program.

EDUC.7030 Pilot Study (Formerly 05.703) - Credits: 1-3

Pilot Study Three Credits provides the student with a seminar experience for the completion of a pilot study. This course is intended for the student who anticipates completing the pilot study by the end of the semester and who has not previously enrolled in EDUC.7011 or 7021. Successful completion of a written pilot study is required for continued progress in the degree program.

EDUC.7040 Qualitative Research Methods (Formerly 07.704) - Credits: 3

This course concentrates on the use of qualitative methods for educational research. Strategies for conducting qualitative studies are described and techniques for analyzing and reporting findings are emphasized. Students will also examine strategies for the ethical conduct of qualitative research.

EDUC.7050 Survey Research (Formerly 07.705) - Credits: 3

Focusing on survey research methods, this course will familiarize students with the strategies, techniques, tactics, and issues in developing and administering questionnaires and interviews.

EDUC.7054 Introduction to Higher Education Research - Credits: 3

This course offers a critical examination of the research designs, paradigms, and methods used by scholars in the field of higher education. Students will be introduced to classic and contemporary research questions, traditional and alternative research methods, and frequently used resources in higher education scholarship.

EDUC.7060 Intermediate/Advanced Data Analysis (Formerly 07.706) - Credits: 3

Mixed methods research and evaluation uses both quantitative and qualitative data and information to answer research and evaluation questions. Mixed methods research and evaluation integrates these two general methodologies to design more complete and powerful scholarship and produce more informative answers to research, instructional, and educational questions of both the formative and the summative kind. These questions may be research hypotheses, instructional program effects, or educational program and policy evaluations. This course is designed to meet the needs and goals of the students who enroll in it and is conducted by a learning contract model. Advanced univariate and multivariate design and statistical techniques will be selectively covered, including: meta-analysis, instrument design and development. It includes various qualitative techniques and analytical models, such as development and use of protocols, interviewing, content and discourse as well as text analysis, analytic and observational scoring procedures and systems, document analysis, policy analysis. Scholarly text development such as histories, white papers, or professional literature reviews will be included.

EDUC.7070 Writing for Professional Publication (Formerly 07.707) - Credits: 3

In this course students will learn about the processes and the resources relevant to writing, publishing and presenting manuscripts for professional journals and conferences. There will be an emphasis on student-developed work based upon relevant topics in the students field of study. Instructor permission required.
EDUC.7082 Introduction to Discourse Analysis - Credits: 3
Discourse analysis has been increasingly used as a basic analytic tool of qualitative research. This research methods course focuses on the use of language in society at the level of multiple interlocutors and contexts. This course is by nature interdisciplinary, and the goal is to provide graduate level students in all disciplines with practical guidelines to doing discourse analysis in qualitative research and mixed methods research.

EDUC.7090 Measurement & Evaluation (Formerly 07.709) - Credits: 3
Basic measurement and evaluation theories and techniques are surveyed, including achievement, attitudes, opinions, abilities, personality, skills and trait variables. Emphasis is given to methods of establishing reliability and validity of various measures.

EDUC.7101 Qualitative Research: Advanced Topics in Analysis - Credits: 3
Students will examine selected cutting-edge topics in the field of qualitative research. They will become familiar with key journals in the field of qualitative research. Students are expected to research and write about a self-selected topic in the field of qualitative research methodology. The course stresses the skills of methodological literature review and professional academic writing.

EDUC.7110 Research Experience - Credits: 3
The goals of Research Experience are to provide students in the Research and Evaluation in Education Program with mentored experience in a hands-on research project. Appropriate research experiences are those that allow the students opportunities to increase their skills, knowledge, and experiences in the program goal areas. Students will work approximately 10 hours a week on the designated research project, meeting a minimum of 1 hour per week with the research mentor.

EDUC.7120 Research Experience II - Credits: 3
Research Experience II will provide students in the Research and Evaluation in Education Program with mentored experience in a hands-on research project. The project may be a continuation of the work begun in Research Experience I or may represent a different line of inquiry with different mentor. Appropriate research experiences are those that allow the student opportunities to increase their skills, knowledge, and experiences in the program goal areas. Student will work approximately 10 hours a week on the designated research project, meeting a minimum of 1 hour per week with the research mentor.

EDUC.7130 Research Writing Seminar - Credits: 3
This course provides participants with an opportunity to hone their writing skills in the humanities and social sciences, learn more about the process of academic publishing, and become familiar with the requirements of journals most relevant to their work. Students will develop a manuscript for publication, building general skills for academic writing across genres. In addition to being fully online, this course is individualized and flexible to meet students’ needs and goals. It is required for REE students and open to all other doc and master’s students at UMass Lowell.

EDUC.7290 Directed Study-Doctoral Education (Formerly 05.729) - Credits: 3
Participants will develop a focused line of investigation with the supervision of a faculty member in the college. Approval of advisor is required.

EDUC.7291 Directed Study: Language and Literature (Formerly 06.729) - Credits: 3
Students will work on individually designed projects in language arts and literacy in close cooperation with a faculty member.

EDUC.7292 Directed Study: Mathematics and Science Education (Formerly 04.729) - Credits: 3
Participants will develop a focused line of investigation with the supervision of a faculty member in the college. Approval of advisor is required.

EDUC.7420 Foundations of Program Evaluation - Credits: 3
In this course the following topics will be considered: Fundamentals of Evaluation Theory; Evaluating Evaluation Approaches and Models: Explication and Application of Specific Models; Evaluation Design; Evaluation Ethics; Evaluation Procedures; Meta-evaluation.

EDUC.7430 Program Evaluation: Advanced Topics - Credits: 3
This course will further your knowledge of program evaluation by focusing on such topics as: Assessing the need for program evaluation; Working with stakeholders; Identifying, measuring
and monitoring outcomes; Assessing impact; Social context of evaluation.

EDUC.7440 Program Evaluation and Public Policy - Credits: 3
The focus of this course includes: The relationship between evaluation and educational policies; Standards-Based evaluation; Responsive Evaluation; Evidence Based Evaluation; cost Benefits Analysis Evaluation; Large Scale Evaluations: Issues in Planning; Large Scale Evaluations: Analyses; Evaluation of Public Programs and Related Policy; Utilization of Findings in Policy.

EDUC.7501 Dissertation in Practice - Credits: 3
Ed.D. students will design their study, complete their proposal, conduct their study and defend their dissertation in practice, while enrolled in dissertation credit. This course is for Ed.D. cohort students only.

EDUC.7502 Dissertation in Practice: Data Collection and Analysis - Credits: 3
In this second course of the EdD dissertation course series, students will collect and analyze data with the support of the course instructor.

EDUC.7503 Dissertation in Practice: Dissertation Completion - Credits: 3
In this final course of the EdD program students formally report on their data in a written dissertation that they defend at the end of the semester.

EDUC.7530 Doctoral Dissertation/Education (Formerly 05.753) - Credits: 3
Doctoral candidates who have passed both required doctoral examinations (Comprehensive/Qualifying examinations) may register for dissertation credit. Candidates work with their chair and/or a committee member to advance their research. Part time candidates who wish to register for 6 credits of dissertation study in one semester must gain the permission of the instructor.

EDUC.7590 Doctoral Dissertation/Education (Formerly 05.759) - Credits: 9
Doctoral candidates who have passed both required doctoral examinations (comprehensive/Qualifying examinations) may register for dissertation credit. Candidates work with their chair of a committee member to advance their research. Only full-time candidates, including TAs and RAs, and international students may register for 9 credits of dissertation study. Permission of Instructor is required.

EDUC.7600 Dissertation Research (Formerly 05.760) - Credits: 1
Doctoral candidates must be enrolled in this course if they have completed their required dissertation research and wish to defend their dissertation.

EDUC.7660 Continued Graduate Research (Formerly 05.766) - Credits: 6
Doctoral candidates who have passed both required doctoral examinations (comprehensive/Qualifying examinations) may register for dissertation credit. Candidates work with their chair and/or a committee member to advance their research. Permission of instructor is required.