

**2019 – 2020**

**Graduate Catalog**

**Winthrop University  
Rock Hill, South Carolina  
Volume 103**

**Effective August 16, 2019 through August 15, 2020**

## **Purpose of Catalog**

The purpose of this catalog is to present detailed information regarding Winthrop's graduate curricula and to provide a general description of its various academic units. The information and educational requirements represent a flexible program that may be altered where such alterations are thought to be in the mutual interest of the university and its students. The provisions of the catalog do not constitute any offer of a contract which may be accepted by students through registration and enrollment in the university. The university reserves the right to change without notice any fee, provision, offering, or requirement in this catalog and to determine whether a student has satisfactorily met requirements for admission or graduation. The most current program requirements are posted on our website: [www.winthrop.edu/graduateschool](http://www.winthrop.edu/graduateschool).

## **Student Responsibility**

Each academic unit establishes requirements that must be met prior to a degree being granted. It is important that the student become familiar with these requirements and complete them within the prescribed deadlines. Advisors, department heads, and deans are available to offer assistance, but the ultimate responsibility rests with the student.

Winthrop University offers equal opportunity in its employment, admissions, and educational activities.

## **Student Complaints**

Winthrop University maintains a comprehensive array of processes and procedures to promptly address student complaints, especially written ones. For both academic and non-academic complaints, rigorous and robust response mechanisms and records of actions are maintained by appropriate university officials. It is the role of the university to protect the rights and privileges of all parties involved.

For more information and specific procedures for filing complaints, please see the Student Complaints website: <https://www.winthrop.edu/studentcomplaints/>.

## **Accreditation**

Winthrop University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award baccalaureate, masters, and specialist degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Winthrop University. Please do not contact the Commission with other questions unless there is evidence that appears to support Winthrop's significant non-compliance with the Commission's requirements or standards.

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# Winthrop University Calendar 2019 - 2020

## Fall Semester 2019

August 19, Monday, 3 pm **Opening Convocation**

August 19, Monday, **Fall classes that start at or after 5 pm begin (Fall A for online, Full Semester, First Half-Semester, and First Third-Semester)**

August 20, Tuesday **Daytime classes start (Full Semester, First Half-Semester, and First Third-Semester)**

August 21, Wednesday **Last day to add/drop a first third class**

August 22, Thursday **Last day to add/drop a first half semester class**

August 23, Friday **Last day of Fall semester registration; last day to register course as audit**

September 2, Monday **Labor Day; offices closed and no classes**

September 6, Friday **Last day to withdraw or S/U a First Third class**

September 16, Monday **Applications for December Graduation due via Wingspan. A late fee of \$25 is due for fall applications submitted after September 16.**

September 16, Thursday **Fall A online course withdrawal deadline; last day to withdraw or S/U a First Half-Semester class**

September 23, Monday **First day of Middle Third of the semester classes**

September 25, Wednesday **Last day to Add/Drop a Middle Third of the semester class**

October 6, Sunday **Fall A online end date**

October 7-13, Monday – Sunday **Online program Fall Break; no classes**

October 8, Tuesday **First day of Second Half-Semester classes**

October 11, Friday **Last day to Add/Drop a Second Half-Semester class**

October 14-15, Monday - Tuesday **Fall Break; no classes**

October 14, Monday **Fall B online start date**

October 16, Wednesday **Last day to withdraw or S/U a Middle Third class**

October 18, Friday **First day of After Mid-Semester classes; last day to withdraw or S/U a Full semester class**

October 23, Wednesday **Last day to Add/Drop an After Mid-Semester class**

October 25, Friday **Last day for Middle Third of the semester classes**

October 28, Monday **First day of Last Third of the semester classes**

October 30, Wednesday **Last day to Add/Drop a Last Third of the semester class**

November 5, Tuesday **Election Day – offices open**

November 7, Thursday **Last day to withdraw or S/U a Last Third of the semester class**

November 8, Friday **Last day to withdraw or S/U a Second Half-Semester class**

November 11, Monday **Fall B online course withdrawal deadline**

November 19, Tuesday **Results of Comprehensive Examinations, Portfolios and Recitals due to Records and Registration**

November 19, Tuesday **Theses due to the Graduate School, 211 Tillman Hall**

November 27-December 1, Wednesday-Sunday **Thanksgiving Holiday; no classes (offices closed November 28-29)**

December 1, Sunday **Fall B online end date**

December 2, Monday **Last day of Fall classes (full-semester, second half of the semester, after mid-semester, and last third classes)**

December 3, Tuesday **Study Day**

December 4-10, Wednesday-Tuesday **Final Examinations**

December 14, Saturday, 11 a.m. **Commencement for Summer and Fall 2019 graduates**

December 11-January 12 **Holiday Break (offices closed December 24 – January 1)**

## **Spring Semester 2020**

January 13, Monday **Spring 2020 classes begin; Spring A online start date**

January 17, Friday **Last day of Spring semester registration; last day to register course as audit**

January 20, Monday **Martin Luther King Jr. Holiday; no classes, offices closed**

February 7, Friday **Applications for May and August Graduation due via Wingspan. A late fee of \$25 is due for Spring and Summer applications submitted after February 7.**

February 10, Wednesday **Spring A online course withdrawal deadline**

March 1, Sunday **Spring A online end date**

March 2 - 8, Monday – Sunday **Online programs Spring Break; no classes**

March 9, Monday **Spring B online start date**

March 11, Wednesday **Last day to withdraw from a full semester spring class. An N grade will be assigned. No class withdrawals will be permitted after this date except by extenuating circumstances.**

March 16 - 20, Monday-Friday **Spring Break; no classes**

April 8, Wednesday **Registration for Summer and Fall Begins; Spring B online course withdrawal deadline**

April 15, Wednesday **Results of Comprehensive Examinations, Portfolios and Recitals due to Records and Registration for Spring graduation**

April 15, Wednesday **Theses due to the Graduate School, 211 Tillman Hall**

April 26, Sunday **Spring B online end date**

April 27, Monday **Last day of Spring courses**

April 28, Tuesday **Study Day**

April 29 – May 5, Wednesday-Tuesday **Final examinations**

May 7, Thursday, 7 p.m. **Graduate Commencement**

### **Summer Session 2020**

May 11, Monday **Summer A online start date**

May 18-June 5 **Session A Maymester**

May 25, **Memorial Day Holiday; no classes, offices closed**

June 8, Monday **Summer A online course withdrawal deadline**

June 8-August 7 **Session B**

June 8-July 8 **Session C**

June 28, Sunday **Summer A online end date**

June 29, Monday **Summer B online start date**

July 3, **Independence Day Holiday (observed); no classes, offices closed**

July 13-August 12 **Session D**

July 22, Wednesday **Results of Comprehensive Examinations, Portfolios and Recitals due in Records and Registration for August graduates**

July 22, Wednesday **Theses due to the Graduate School, 211 Tillman Hall**

July 27, Monday **Summer B online course withdrawal deadline**

August 16, Sunday **Summer B online end date**

December 14, Saturday, 11 a.m. **Commencement for Summer and Fall 2019 graduates**

Winthrop University courses are scheduled throughout the day and evening beginning at 8 a.m. and ending at 9:15 p.m. Many of the courses offered in the evening are graduate professional courses. Students are encouraged to refer to the current semester's online Schedule of Courses (<http://www.winthrop.edu/recandreg/courses/>) for additional information.

### **Summer Session**

Winthrop University's summer session is composed of an intensive 3-week Maymester, two 4.5-week terms, and a 9-week term that allow students to take advantage of many summer opportunities. The summer program reflects the same educational goals as those of the regular academic year. Winthrop summer terms also provide special advantages in allowing both current and new students an opportunity to accelerate their work toward a degree or to pursue academic directions they have been unable to explore during the regular school year. Due to weekend formats and graduate cohorts, other terms are offered. For more information, please refer to <http://www.winthrop.edu/summer/default.aspx>.

# GRADUATE ADMISSIONS

## **Admissions Policy**

Winthrop University admits all qualified applicants and offers equal educational opportunities regardless of race, color, sex, age, national origin, religion, or disability. Applicants are admitted on the basis of the probability of their success in completing the requirements for graduation.

## **Admissions Classifications**

### **Graduate Degree-Seeking Applicants**

Applicants to graduate degree programs may be admitted to the Graduate School under two classifications: full admission or provisional admission.

#### **Full Admission**

Applicants are fully admitted to a graduate program based on the probability of their success in completing the requirements for graduation. Full admission indicates that the student meets all admissions standards of the Graduate School and the individual graduate program.

#### **Provisional Admission**

Applicants are provisionally admitted to a graduate program when their application suggests a reasonable probability of success but falls below standards for full admission in no more than one of the following ways:

- Previous academic record is weak.
- Prerequisite coursework is limited or insufficient.
- Applicant's previous program of study is not directly related to the intended graduate program.
- Other requirements unique to individual graduate program.

A student may take up to 12 graduate hours as a provisionally admitted student. Upon successful completion of coursework as a provisionally admitted student, the student will be fully admitted to the program by the Graduate School. During their first 12 graduate credit hours, a provisionally admitted student must maintain a cumulative gpa of 3.0 and may not receive a grade of C+ or lower. If the provisionally admitted student fails to maintain a cumulative gpa of 3.0 or receives a C+ or lower, within his or her first 12 graduate hours, the student is dismissed from graduate study.

Full admission may be granted after fewer than 12 hours based on the provisionally admitted student's strong academic performance and the recommendation of the graduate program director. A course in which the provisional student chooses to withdraw before the withdrawal deadline will not be included in this 12-hour limit. A provisional student who chooses to withdraw from a course within his or her first 12 hours may not be eligible for financial aid the following semester, because a student seeking financial aid must be enrolled in at least six



semester hours. Students provisionally admitted to cohort graduate programs requiring more than 12 hours in a specific sequence must receive a B- or higher in all courses.

A provisional student dismissed from graduate study may apply for readmission after 2 academic terms but is no longer eligible for provisional admission. The student may apply for admission to a different graduate program after two academic terms following dismissal.

Provisionally admitted students are eligible to apply for and receive graduate assistantships and receive the same financial aid benefits as fully admitted students.

International students who do not meet English Language Proficiency requirements are ineligible for provisional admission.

### **Graduate Non-Degree-Seeking Applicants**

Students may apply for admission with GN (graduate non-degree) status. Admission as a graduate non-degree student in no way guarantees subsequent admission into a graduate degree program. Students classified as graduate non-degree who later elect to pursue a degree program must have their credentials evaluated for admission to the program. GN students who will later seek admission to a graduate degree program may take no more than 12 semester hours of graduate credit at Winthrop prior to being admitted to a graduate degree program. Should the student subsequently be admitted to a degree program, a maximum of 12 semester hours of graduate non-degree credit may be applied toward the degree.

Courses taken while a student is classified as graduate non-degree may not be applied toward a degree program in the College of Business Administration.

Students admitted as non-degree are not eligible for financial aid or to hold graduate assistantships.

### **Application Requirements – Graduate Certificate and Degree Seeking Applicants**

1. **Application:** Each applicant must submit a completed application with the appropriate non-refundable application fee. Apply online through the Graduate School website: [www.winthrop.edu/graduateschool](http://www.winthrop.edu/graduateschool). Applications for admission must be received by the specified deadline for the desired program and entry term.
2. **Residency Form:** All applicants who claim South Carolina residency for tuition and fee purposes are required to complete a residency form (this is included as part of the online application). Additional information may be requested if further clarification is needed.
3. **Official Transcripts:** Applicants must submit official transcripts (sent directly to the Graduate School, Winthrop University from the issuing institution) for all institutions attended for undergraduate and graduate work. Degrees or coursework completed at an institution that does not hold accreditation from the commission on colleges of a regional accreditation agency will be evaluated on an individual basis.

4. **Standardized Test Scores:** An adequate score on an appropriate standardized test (GMAT, GRE, MAT, PRAXIS, etc.) is required for admission to most graduate degree programs. The appropriate test for each degree program is listed with the program description. (See "Degree Requirements" section.) Scores must be sent by the testing program directly to the Graduate School, Winthrop University. Standardized test scores are valid for 5 years from the test date. Winthrop University will not consider test results older than five years for entrance into a graduate program.
5. **Preparation:** Applicants should have demonstrated adequate academic preparation in their proposed area of study. Those with deficiencies in academic preparation may be required to take additional work to strengthen their backgrounds. Specific graduate programs may have other requirements, such as letters of recommendation, additional test scores, professional experience, an audition, a personal interview, or educational background beyond the bachelor's degree, etc. Additional admission requirements for specific programs are listed in the "Degree Requirements" section.
6. **Approval for Admission:** Each applicant for admission to a graduate certificate or degree program must have the admission recommendation of his or her intended graduate program and academic college before receiving final admission from the Graduate School. Although admission documents are submitted originally to the Graduate School, all credentials are reviewed by the individual graduate program and academic college where the initial admission decision is made. (See "Notification of Admission.")

### **Application Deadlines**

Unless otherwise stated below, application deadlines for United States citizens and residents for campus based programs are as follows:

<b>July 15</b>	<b>Fall semester</b>
<b>December 1</b>	<b>Spring semester</b>
<b>May 15</b>	<b>Summer session</b>

**To ensure complete review of applications, students are encouraged to submit applications and credentials well before the posted deadlines. Applicants to the online programs should contact The Graduate School office at 833/257-1704 for more specific deadlines.**

Applications for admission and supporting credentials for prospective international students must be received by April 15 or September 15 for registration in the fall or spring semester, respectively. Thus, international applicants living outside the United States should complete the required standardized tests at least three months prior to April 15 or September 15, as appropriate.

<b>Program</b>	<b>Degree</b>	<b>Application Deadline</b>
Art	MFA	March 1 for fall admission; September 1 for spring admission
Arts Administration	MA	April 1 for fall admission
Biology	MS	April 15 for fall admission
Counseling and Development	MEd	December 15 for summer and fall admission
Liberal Arts	MLA	October 15 for spring admission; June 15 for fall admission
MAT, Accelerated Option	MAT	February 15 for summer admission, however, applicants are encouraged to apply as early as possible
School Psychology	MS or SSP	January 15 for fall admission
Social Work	MSW	Application review begins February 1 and continues until all seats are full. If seats remain available, applications will be received through April 30 for May admission and June 15 for August admission.

### **Application Requirements – Non-Degree Applicants**

1. Application: Each applicant must submit a completed application with the appropriate non-refundable application fee. Apply online through the Graduate School website: [www.winthrop.edu/graduateschool](http://www.winthrop.edu/graduateschool).
2. Residency Form: All applicants who claim South Carolina residency for tuition and fee purposes are required to complete a residency form (included in the online application). Additional information may be requested if further clarification is needed.
3. Official Transcripts: Applicants must submit official transcripts (sent directly to the Graduate School, Winthrop University from the issuing institution) indicating completion of a baccalaureate degree or a copy of a South Carolina Class III Teaching Certificate or its equivalent from another state. Degrees or coursework completed at an institution that does not hold accreditation from the commission on colleges of a regional accreditation agency will be evaluated on an individual basis.

Admission as a graduate non-degree student in no way guarantees subsequent admission into a graduate degree program. Students classified as graduate non-degree who later elect to pursue a degree program must have their credentials evaluated for admission to the program.

### **Application Requirements - Transient Applicants**

Graduate students at other regionally accredited institutions wishing to enroll in a graduate course at Winthrop for transfer back to their home institutions are assigned transient graduate non-degree (GN) status. These students are admitted if they are eligible to continue as graduate students in good standing in their home institutions and on the written approval of the graduate dean of those institutions.

1. Application: Transient applicants must submit a graduate transient form and the appropriate non-refundable application fee.
2. Residency Form: All applicants who claim South Carolina residency for tuition and fee purposes are required to complete a residency form. Additional information may be requested if further clarification is needed.
3. The Statement of Authorization: The statement of authorization from the applicant's home institution must be completed on the graduate transient application form.

Transient graduate students may enroll only in those courses for which they have received approval from the dean of the college at Winthrop offering the course(s). Students will be responsible for presenting documentation that course prerequisites have been met.

Transient graduate students will not be changed to regular status without meeting regular admission requirements through the Graduate School.

### **Application Requirements - International Applicants**

1. Application: All international graduate applicants must submit an online application with the appropriate non-refundable application fee. Apply online at [www.winthrop.edu/graduateschool](http://www.winthrop.edu/graduateschool). **Applications must be completed by April 15 or September 15 for registration in the fall or spring semester, respectively.**

**Applicants MUST have all official test scores and course evaluations sent DIRECTLY from the issuing institution or agency. We will not accept these documents from the applicant.**

2. Transcript Evaluations: Applicants are required to have international coursework evaluated by an independent evaluation service. Applicants may choose any education evaluation service that is a member of the National Association of Credential Evaluation Services (NACES). Once an evaluation has been completed, please request that an official copy be mailed to: The Graduate School at Winthrop University, 211 Tillman Hall, Rock Hill, SC 29733, USA. Official copies of transcript evaluation must be sent directly to the Graduate School from the issuing agency; we will not accept evaluations from applicants.
3. Official U.S. Transcripts: If any undergraduate or graduate coursework was completed in the U.S., those official transcripts must be sent directly to the Graduate School from the issuing institution(s). We will not accept transcripts from applicants.

4. **English Language Proficiency:** All international graduate applicants must present an official TOEFL score of at least 550 on the paper-based test or 79 on the internet based test, an IELTS score of at least 6 (6.5 for the MBA program), or successful completion of level 112 of the Intensive English for Academic Purposes Program from an English Language School (ELS) center. Applicants who take the TOEFL or IELTS must have the official score report sent to the Graduate School directly from the testing service. Applicants who complete the ELS program must have an official Certificate of Completion and Academic Report sent to the Graduate School from the ELS center.
5. **Standardized Test Scores:** An adequate score on an appropriate standardized test (GMAT, GRE, MAT, PRAXIS, etc.) is required for admission to most graduate degree programs. The appropriate test for each degree program is listed with the program description. (See "Degree Requirements" section.) Scores must be sent by the testing program directly to the Graduate School, Winthrop University. Standardized test scores are valid for five years from the test date. Winthrop University will not consider test results older than five years for entrance into a graduate program.
6. **Program-Specific Requirements:** Specific graduate programs may have other requirements, such as letters of recommendation, additional test scores, professional experience, an audition, a personal interview, or educational background beyond the bachelor's degree, etc. Additional admission requirements for specific programs are listed in the "Degree Requirements" section.
7. **Preparation:** Applicants should have demonstrated adequate academic preparation in their proposed area of study. Those with deficiencies in academic preparation may be required to take additional work to strengthen their backgrounds.
8. **Approval for Admission:** Each applicant for admission to a graduate certificate or degree program must have the admission recommendation of his or her intended graduate program and academic college before receiving final admission from The Graduate School. Although admission documents are submitted originally to the Graduate School, all credentials are reviewed by the individual graduate program and academic college where the initial admission decision is made. (See "Notification of Admission.")

### **Additional Documents Required After Admittance**

**Financial and Bank Statement:** A certified financial statement indicating the applicant's ability to pay for expenses incurred as a student and an original/official bank statement no more than six months old at the time of registration must be submitted to the International Center in order to obtain the I-20 Visa. In certain cases, advance payment of tuition and fees may be required.

Health Insurance and Immunization Form: Because all medical and dental treatment in the USA is private and very expensive, it is very important that everyone has insurance. Winthrop University requires all international students, and their dependents, to maintain health insurance. The Winthrop University Student Health Insurance Plan ("Health Plan") insures the student against major expenses accompanying an accident, illness or hospitalization. Information regarding purchasing insurance is available from Health Services and the International Center during the International Student Orientation. All international students are required to submit an immunization form, with complete immunization records, to Health Services prior to registering for classes. All on-campus students must satisfy all immunization requirements by the first day of classes or a non-refundable \$50.00 Non-Compliance Fee will be applied to the student account.

### **Online Course restrictions**

Some international student visas restrict the number of credits earned through an online delivery method. For students enrolled in 9 or fewer graduate credit hours, no more than 3 of those credit hours may be online. Courses listed as "hybrid" are not considered online delivery.

### **Application Requirements - International Non-Degree Applicants**

1. Application: All international graduate applicants must submit an application with the appropriate non-refundable application fee. The online application is available at [www.winthrop.edu/graduateschool](http://www.winthrop.edu/graduateschool). **Applications must be completed by April 15 or September 15 for registration in the fall or spring semester, respectively.**
2. Transcript Evaluations: Applicants are required to have international coursework evaluated by an independent evaluation service. Applicants may choose any education evaluation service that is a member of the National Association of Credential Evaluation Services (NACES). Once an evaluation has been completed, please request that an official copy be mailed to: The Graduate School at Winthrop University, 211 Tillman Hall, Rock Hill, SC 29733, USA. Official copies of transcript evaluation must be sent directly to the Graduate School from the issuing agency; we will not accept evaluations from applicants.
3. Official U.S. Transcripts: If any undergraduate or graduate coursework was completed in the U.S., those official transcripts must be sent directly to the Graduate School from the issuing institution(s). We will not accept transcripts from applicants.
4. English Language Proficiency: All international graduate applicants must present an official TOEFL score of at least 550 on the paper-based test or 79 on the internet based test, an IELTS score of at least 6 (6.5 for the MBA program), or successful completion of level 112 of the Intensive English for Academic Purposes Program from an English Language School (ELS) center. Applicants who take the TOEFL or IELTS must have the official score report sent to the Graduate School directly from the testing service. Applicants who complete the ELS program must have an official

Certificate of Completion and Academic Report sent to the Graduate School from the ELS center.

### **Additional Documents Required after Admittance**

**Financial and Bank Statement:** A certified financial statement indicating the applicant's ability to pay for expenses incurred as a student and an original/official bank statement no more than six months old at the time of registration must be submitted to the International Center in order to obtain the I-20 Visa. In certain cases, advance payment of tuition and fees may be required. **Health Insurance and Medical Form:** Because all medical and dental treatment in the USA is private and very expensive, it is very important that everyone has insurance. Winthrop University requires all international students, and their dependents, to maintain health insurance. Winthrop University Student Health Insurance Plan ("Health Plan") insures the student against major expenses accompanying an accident, illness or hospitalization. Information regarding purchasing insurance is available from Health Services and the International Center during the International Student Orientation. All international students are required to submit a medical form, with complete immunization records, to Health Services prior to registering for classes. All on-campus students must satisfy all immunization requirements by the first day of classes or a non-refundable \$50.00 Non-Compliance Fee will be applied to the student account.

### **Graduate Non-Degree Status**

Admission as a graduate non-degree student in no way guarantees subsequent admission into a graduate degree program. Students classified as graduate non-degree who later elect to pursue a degree program must have their credentials evaluated for admission to the program. GN students who are seeking admission to a graduate degree program may take no more than 12 semester hours of graduate credit at Winthrop prior to being admitted to a graduate degree program. Should the student subsequently be admitted to a degree program, a maximum of 12 semester hours of graduate non-degree credit may be applied toward the degree.

**Courses taken while a student is classified as graduate non-degree may not be applied toward a degree program in the College of Business Administration.** The College of Business Administration restricts this category to transient students enrolled in other graduate programs, to students holding graduate business degrees and to students taking courses to satisfy professional obligations such as teacher certification requirements. Graduate non-degree students may enroll only in those courses for which they have received approval from the dean of the college at Winthrop offering the course(s). Students will be responsible for presenting documentation that course prerequisites have been met. Graduate non-degree students will not be changed to regular status without meeting regular admission requirements through the Graduate School.

**Note: International students admitted as graduate non-degree are not eligible for financial assistance, graduate assistantships or scholarships.**

### **Application Fee and Time Period**

All applicants for admission to graduate studies must submit a complete application with a \$50 non-refundable application fee. Applicants should submit all payments to Winthrop University

in United States currency. Payment must accompany the application before it can be processed. The application and credentials are valid for a period of one year beyond the initial date desired for enrollment. Applicants who do not enroll within this time period and who subsequently desire to be admitted must reapply and repay the fee (non-refundable) and may be required to resubmit all supporting materials.

### **Disposition of Application Materials**

Credentials or supporting materials submitted for admission to the Graduate School become the property of the University and are not returned. Copies will not be provided to a third party outside the University even at the applicant's request. Copies may be provided to appropriate offices at the University in the interest of academic matters or financial awards relative to the applicant.

### **Mandatory Immunization Requirements**

Winthrop University requires all students born on or after January 1, 1957 to provide proof of immunity to **Measles (Rubeola)**, **German Measles (Rubella)** and **Mumps**. Two valid doses of MMR (or the equivalent) or blood titers showing immunity are required. All students must have a **Tetanus** vaccination within the last ten years. The **Meningococcal** vaccine requirement can be completed with one meningitis vaccine or the signed waiver on page 2 of the Immunization Form. All students must complete the **Tuberculosis** Screening Questionnaire on page 2 of the Immunization Form. Age, medical, and religious exemptions are allowed by law. Students attending a class that meets for 2 weeks or less are exempt from the immunization requirements. All required immunizations are available at Health Services for a minimal fee.

All on-campus (non online only) students must satisfy all immunization requirements by the first day of classes or a \$50.00 Non-Compliance Fee will be applied to the student account. This fee is avoidable by completing the immunization form available in Health and Counseling Services and on their website at <https://www.winthrop.edu/uploadedFiles/HCS/HSImmunizationForm08-2010.pdf35T>. The completed form should be sent to Health Services, Winthrop University, 217 Crawford Bldg., Rock Hill, SC 29733.

All medical information is confidential and does not affect a student's admission status.

### **Notification of Admission**

After a student's application and credentials are reviewed by the appropriate graduate program and academic college, the Graduate School informs the applicant of the final University admission decision. Students are admitted to graduate study as graduate degree students (G) or graduate non-degree students (GN). Students who are awarded G status are fully or provisionally admitted to the program for which they have made application. Students awarded GN status are not considered degree candidates and, therefore, are not admitted to any program.

### **Readmissions**

Any Winthrop graduate student who has withdrawn from the University for any reason, has been academically dismissed, or was not registered for courses the previous semester is



required to apply for readmission through the Graduate School. The Application for Readmission Fee is \$50.

Graduate students who enrolled in GSTC 600, 601, 602, or 603 the previous semester may register for courses and continue their program of study the following semester without applying for readmission (see "Continuous Enrollment" under Academic Regulations).

Official transcripts from all institutions attended during a student's absence from the University must be submitted when applying for readmission. All official transcripts must be sent directly to the graduate school office from the issuing institution(s).

Credentials of graduate students applying after an absence of 12 months or more are reviewed for readmission under the current catalog.

Students seeking readmission into the same graduate degree program after an absence of one to five years may be excused from the admission criteria of current catalog if the academic unit deems such a waiver is appropriate. The student is, however, required to complete the graduation requirements in effect at the time of readmission.

Graduate students who have been absent for five calendar years or longer are subject to admission policies which apply to first time applicants:

1. All admission credentials must be evaluated against current admission criteria;
2. Any special permissions, waivers, substitutions or other dispensations previously granted by Winthrop are void; and
3. All credit hours previously earned at Winthrop, including credit by examination, are re-evaluated against current criteria.

### **Senior Citizens**

Under the provisions of Section 59-111-320 of the South Carolina Code of Laws, state supported colleges and universities are authorized to permit legal residents of South Carolina who have attained the age of 60 to attend classes for credit or noncredit purposes on a space available basis without the required payment of tuition, if these persons meet admission and other standards deemed appropriate by the college or university. Exemption must be requested at time of registration. Senior citizens participating in this program will be permitted to register for classes when the semester begins, and can only enroll in classes where there are open seats available.

A senior citizen is responsible for paying any lab fees, book purchases and/or other course fees.

### **Testing Information**

For information regarding the following tests, visit their respective websites:

Graduate Record Examination (GRE): [www.takethegre.com](http://www.takethegre.com)

Graduate Management Test (GMAT): [www.mba.com](http://www.mba.com)

International English Language Testing System (IELTS): [www.ielts.org](http://www.ielts.org)

Miller Analogies Test (MAT): [www.milleranalogies.com](http://www.milleranalogies.com)

## **FEES**

The 2019-2020 fees listed below are subject to change by action of the Winthrop Board of Trustees. For more information regarding fees go to the Cashiers Office website at: [www.winthrop.edu/cashiers](http://www.winthrop.edu/cashiers).

All tuition guarantee bonds are held in the Risk Management Office at Winthrop University and are accessible upon request.

### **Tuition Policy for Out-of-State Graduate Students (Campus Based Programs Only)**

Graduate students qualifying for any of the following exceptions shall pay the same fees as in-state graduate students:

1. Graduate assistants/associates;
2. Graduate students holding fellowships;
3. Graduate students with academic scholarships in an amount sufficient to receive a waiver;
4. Graduate students participating in the Academic Common Market; or
5. Graduate students from the member counties in the Charlotte Regional Partnership\*, an economic development organization.

\*Effective July 1, 1999, Winthrop University was authorized by state law to offer graduate-level in-state tuition to residents of the member counties of the Charlotte Regional Partnership, up to existing academic capacity. The South Carolina counties of York, Chester, Lancaster, and Chesterfield are joined in this partnership by the North Carolina counties of Mecklenburg, Gaston, Alexander, Anson, Cabarrus, Catawba, Cleveland, Iredell, Lincoln, Rowan, Stanly, and Union. Potential enrollees who are residents of any of these counties should request further details about this policy from the Graduate School at Winthrop University 800/411-7041 or 803/323-2204.

### **Miscellaneous Fees and Expenses**

The following is not a complete list of all possible fees. Please see [winthrop.edu/cashiers](http://winthrop.edu/cashiers) for a current list of fees.

#### **Application Fee**

A non-refundable application fee of \$50 must accompany each new application to the University. The application fee must be paid in United States currency. The application for admission and the application fee will be valid for one calendar year from the applicant's original entry date. Should the student not matriculate during that year, a new application and new application fee will be required.

#### **Application for Readmission Fee**

A non-refundable fee of \$50 must accompany each application for readmission.

#### **Change of Program Application Fee**

A non-refundable fee of \$25 must accompany each change of program application. This applies to students currently enrolled and in good academic standing who want to be

considered for admission to a different graduate program. This does not refer to changes of concentrations within one degree program.

### **Continuous Enrollment Fees**

**Upon admission to a graduate program, students are required to maintain continuous enrollment at Winthrop University** until the conclusion of his or her academic program. Continuous enrollment is maintained by registering for regular coursework or a zero credit-hour GSTC course (see "Continuous Enrollment" under Academic Regulations). Fees for GSTC courses are as follows: GSTC 600 (\$25); GSTC 601 (\$100); GSTC 602 (\$200); GSTC 603 (\$300).

### **Graduation Fee**

A \$50 graduation fee will be charged to a student's account when they apply for graduation. Additional late fees will be charged for graduation applications submitted after the deadlines.

### **Commencement Costs**

All students participating in the commencement exercises must wear appropriate academic regalia, which is available through the Winthrop University bookstore. The charge for a cap, gown and hood and for other commencement expenses is approximately \$100 for advanced degree candidates.

### **Laboratory Fees**

A laboratory fee is charged for courses in which specialized equipment and consumable supplies are used.

### **Parking Permit Fee**

Motor vehicles parked on Winthrop University property must display a valid parking permit. Students can apply for a parking permit by registering online using a student *Wingspan* account or by registering at Campus Police, Good Building, 526 Myrtle Drive. When a vehicle is registered with Campus Police, the cost of the parking permit is automatically charged to your student university account.

### **Textbooks and Materials Cost**

The cost of textbooks and materials is not included in the regularly assessed fees and varies with the requirements of specific courses. Textbooks and materials are available on a cash basis from Winthrop University's bookstore.

### **Thesis Binding Fee**

A binding fee of \$35 per thesis copy must be paid at the time the thesis is submitted to the Graduate School.

### **Fee Payment Schedule**

Fee payments are due in the Cashier's Office, 22 Tillman Hall, on or before the dates and times specified in *Wingspan* and on the Winthrop University Cashier's website at <https://www.winthrop.edu/cashiers/fee-payment-deadline.aspx>. All checks and money orders should be made payable to Winthrop University and may be mailed to the Cashier's Office, 22

Tillman Hall, Winthrop University, Rock Hill, South Carolina 29733. Please include legal name of student and identification number on all correspondence.

The following other payment options are available electronically at <https://www.winthrop.edu/cashiers/webpayment/>:

- Electronic check with no transaction fee
- Credit card payments with a 2.85 percent transaction fee.

Additional details are available on the cashier's website at: <https://www.winthrop.edu/cashiers/default.aspx?id=2170>.

Winthrop University may assess a \$150 late fee to students who have not made satisfactory payment arrangements by the published fee payment deadline. In addition, Winthrop University reserves the right to cancel student registrations for all courses unless the student has made satisfactory payment arrangements by the fee payment deadline. Cancellation occurs to allow University advisors and other students to know which classes are available to new or transferring students. Students who have satisfactory payment arrangements will not be dropped.

Students whose accepted financial aid is equal to or greater than their fees by the fee payment deadline, and have no previous balance will have their classes protected automatically as a courtesy to allow time for financial aid funds to be disbursed to the student's account. However, protecting a student's schedule is not a guarantee of funds and does not relieve students of the obligation to pay. Students must complete all required steps for completion and disbursement of their financial aid. If a student does not complete the financial aid process, or is found to be ineligible for financial aid, or incurs charges after the deadline that are in excess of his/her financial aid, he/she will be responsible for paying the full account balance by the next published payment due date.

### **Payment Plan**

Winthrop University is pleased to offer students a payment plan to budget the cost of the current semester's academic fees, room and board. The Winthrop Payment Plan (WPP) is offered exclusively by the University and replaces all other deferred plans. The WPP is offered as a service, allowing the students to budget their educational and related costs over the period of a semester. The plan is optional -- students may still elect to make full payments by the stated deadlines. The University will accept any advance payments the student may wish to prepay as a credit to the bill, reducing the amount to be paid using the four-payment plan.

### **Eligibility**

All students in good financial standing with the University are eligible to enroll. Students who have not paid their bills on a timely basis may lose the right to participate.

### **Included Costs**

All current academic fees, lab fees, room and board costs, cafe cash, and other required fees may be included in the WPP. Please note: any fees or charges for the semester that were

added after the payment plan was established will be recalculated into the remaining payments of the payment plan.

### **Billing**

The WPP requires an initial payment by the stated deadline for fee payment. The remaining balance is payable to the University in regular installments (approximately every 30 days). Students will receive an email reminder approximately 2 weeks before each due date, in addition to an automated payment reminder from the WPP. The WPP is interest free; however, the University assesses an administrative fee of \$25 each for the fall and spring semesters to offset the additional cost of record keeping and billing and late fees of \$50 will be assessed on delinquent monthly payments.

### **Financial Aid**

Financial aid **awarded** and **accepted** (excluding Federal Work Study) through Winthrop may be used toward computing the amount budgeted through the plan. This aid should be shown on the initial semester billing. Aid other than that shown on the billing cannot be deducted without first receiving a **DISCLOSURE STATEMENT FROM YOUR LENDER** or a copy of the award letter if there is an outside scholarship award. You must send a copy of the disclosure statement or award letter to the Office of Financial Aid.

### **Enrolling**

You must enroll in the WPP online via the "Account Summary and Payments" link in Wingspan. Please direct WPP questions to the Cashier's Office in 22 Tillman Hall, cashiersoffice@winthrop.edu or telephone 803/323-2167.

### **Past Due Indebtedness**

Students are expected to keep their University accounts current. Students with past due accounts are not allowed to obtain transcripts, grade reports or diplomas, or to enroll for additional coursework. The University reserves the right to cancel enrollment of a student with a past due account. The enrollment cancellation does not relieve the student of the incurred debt.

Under the provisions of Sections 12-54-50 and 12-53-20 of the South Carolina Code of Laws, the South Carolina Department of Revenue is authorized to garnish wages from debtors and/or seize tax refunds otherwise due to taxpayers who have delinquent debts with Winthrop.

If an account becomes delinquent, the University reserves the right to assign the account to a collection agency, and the student will be responsible for all associated collection costs.

### **Returned Check Policy**

A personal check given in payment of University expenses that is subsequently returned by the bank unpaid immediately creates indebtedness to the University.

Once the Cashier's Office has been notified by the bank of a returned check, an email is sent to the student and if possible, the issuer (if different than the student). The student/issuer of the check will have three (3) days from the date of this email to redeem the check by paying

the full amount of the check, plus a returned check penalty equal to the maximum amount permitted by law (SC Code of Laws, section 34-11-70). Payment of a dishonored check must be made by cash, cashier's check, money order, or credit card.

If a returned check remains unpaid, collections efforts will be followed as allowed by the Code of Laws of South Carolina Section 34-11-70.

A student with a total of three returned checks will be placed on the "Cash Only" basis for the remainder of his/her enrollment. Online debit/credit card payments will still be accepted.

### **Fee Adjustments for Withdrawals**

Fall  
2019

Part of Term	Description	Start	End	Drop	Add	W/D-S/U deadline	100% tuition adj	75% ta	50% ta	25% ta
1	Full Term	8/19/2019	12/10/2019	8/26	8/23	10/18	8/26	9/2	9/9	9/16
2	First Half-Semester	8/19/2019	10/7/2019	8/22	8/22	9/19	8/22	8/26	8/29	9/3
3	Second Half-Semester	10/8/2019	12/2/2019	10/11	10/11	11/8	10/11	10/16	10/18	10/21
3A	After Mid-semester	10/18/2019	12/2/2019	10/23	10/23	11/8	10/23	10/25	10/28	10/30
4	First Third	8/19/2019	9/20/2019	8/21	8/21	9/6	8/21	8/23	8/26	8/28
5	Middle Third	9/23/2019	10/25/2019	9/25	9/25	10/16	9/25	9/27	9/30	10/2
6	Last Third	10/28/2019	12/2/2019	10/30	10/30	11/7	10/30	11/1	11/4	11/6
7A	First Seven Weeks	8/19/2019	10/6/2019	8/21	8/21	9/18	8/21	8/23	8/26	8/28
7B	Second Seven Weeks	10/14/2019	12/1/2019	10/16	10/16	11/13	10/16	10/18	10/21	10/23
7C	14 weeks	8/19/2019	11/22/2019	8/23	8/23	10/11	8/23	8/30	9/6	9/13

Students admitted and registered for courses at Winthrop University are financially responsible for fees and charges associated with those courses. When a student withdraws from one or more courses, a refund may be due or a repayment owed in accordance with institutional guidelines. Students receiving Title IV Federal Funds, which have been applied against their charges, may also be subject to the Federal Refund/ Repayment Guidelines: Section 668.123. Students may view the tuition adjustment schedule for each academic term by visiting: <https://www.winthrop.edu/cashiers/>.

### **Academic Fee Adjustments**

For campus based students, except those receiving Title IV Federal Funds, academic fees will be prorated on the basis of the following schedule. 100% online graduate students should refer to 7A and 7B on the chart.

\*The week for academic fee adjustments begins with the 1<sup>st</sup> day of classes scheduled for the term.

### **Housing and Meal Adjustments**

Housing and Meal Adjustments are determined in the Residence Life Office. For more information, contact the Residence Life Office at 803/323-2223.

## **FINANCIAL ASSISTANCE**



At Winthrop University, we believe higher education should not be a privilege reserved only for those who can afford it. The Office of Financial Aid is committed to helping Winthrop students find appropriate ways to finance their education.

Fully-admitted and provisionally-admitted degree-seeking applicants may be considered for a graduate assistantship, graduate associateship, Winthrop Graduate Foundation Scholarship, as well as a number of other scholarships. Fully-admitted and provisionally-admitted degree-seeking students may also apply for the Children of Faculty and Staff Scholarship if their parent works for Winthrop University. Non-degree students are ineligible to receive financial awards.

Applicants for graduate assistantships and associateships should demonstrate skills and/or experience in the area of expertise for which they will have responsibility. Applicants for Winthrop Graduate Foundation Scholarships should demonstrate ability or promise of academic excellence. Need of financial assistance may be considered for Winthrop Graduate Foundation Scholarships and the Yu and Pai-Chih Beh Scholarship. Graduate Assistantships and Winthrop Graduate Foundation Scholarships are awarded by the specific graduate program and academic college.

There are separate financial award applications for graduate assistantships and scholarships, and students must fill out the appropriate form for each award. Applications may be found online at the Graduate School website. The graduate director for each college will coordinate the review process for financial awards and submit nominations to the Graduate Scholarship Committee for final review and endorsement. The committee will submit the name of the award recipients to the Graduate School Office. Award notifications will be issued by the Graduate School in conjunction with the Office of Financial Aid.

The Graduate Directors will forward the Application of Winthrop Graduate Foundation Scholarships to the appropriate department for consideration. Nominations for those awards will be submitted by the academic departments to the Graduate School Office.

### **Graduate Assistantships**

Graduate assistantships provide a form of financial assistance available to qualified graduate students. Students who are awarded graduate assistantships are required to work on campus, and in return receive a stipend and tuition grant. The exact dollar amount of the stipend and tuition grant may vary and will depend on a number of factors. Graduate assistants are paid in equal installments via payroll and a tuition grant awarded by the Office of Financial aid to be credited toward tuition charges.

Graduate assistantships are available in many of the academic departments and colleges offering graduate work. Application forms may be obtained using the online portal <https://winthrop.peopleadmin.com/>.

A limited number of non-academic graduate assistantships may be available in several areas. Students interested in working in these areas should contact the Graduate School or visit the Assistantship web site at: [www.winthrop.edu/graduateschool/assistantships](http://www.winthrop.edu/graduateschool/assistantships).

## **Graduate Associateships**

Departments and divisions across campus may also offer many graduate associateships to graduate degree-seeking students who demonstrate abilities appropriate to the work positions. The exact amount of the stipend and tuition waiver will vary and depends on a number of factors.

A graduate associate is an FLSA non-exempt employee who will receive an hourly wage. He or she may also receive a tuition grant awarded by the Office of Financial Aid to be credited toward tuition charges. Graduate associates must submit a timesheet via their Wingspan accounts for the hours worked.

Graduate associateships are available across campus, including the Division of Student Life, which may offer positions in Residence Life, Career and Civic Engagement, Student Affairs, and Counseling and Health Services. There are some limited variations in Residence Life with the graduate associate holding the title of Residence Director. For positions in Student Life, review the position descriptions and contact information at <https://www.winthrop.edu/graduateschool/student-affairs-ga-positions.aspx>

## **Terms and Responsibilities for Graduate Assistants and Associates**

Graduate assistantships and associateships are awarded to students who are admitted to graduate degree programs and are registered for a minimum of 9 credit hours. To retain a graduate assistantship and associateship, the student must maintain academic eligibility and may not be on academic probation. Non-degree students may not hold graduate assistantships or associateships. Graduate assistantships and associateships generally require 20 hours of service per week.

Graduate assistants and associates should not begin working until all required hiring documents have been approved by the Office of Human Resources. Additional tuition charges beyond the 9 credit-hour load, lab fees and other charges must be paid by the student.

Graduate assistants and associates seeking to take more than 12 hours must have the permission of the academic dean. The only exception to the minimum course load (9 credit hours) is when the student needs a smaller number of hours to complete the degree program. The recipient must be registered for a full time course load prior to the tuition grant being applied to the student's account. Students may hold only one assistantship or associateship.

Students enrolled for student teaching are ineligible to serve as a graduate assistant or associate that semester.

## **Tuition and Fees for Graduate Assistants and Graduate Associates**

Students are responsible for tuition and fee payments. As an added benefit, the fee deadline for graduate assistants and associates is modified. The fee payment deadlines for assistants and associates are as follows: Fall semester payment deadline, **October 1**; Spring semester payment deadline, **March 2**.

Tuition and fees may be paid by:

1. Cash, check, or credit card payment – contact the Cashier’s Office at [cashiersoffice@winthrop.edu](mailto:cashiersoffice@winthrop.edu) or 803/323-2167;
2. Graduate Assistants and Associates are offered the option of a special GA Payment Plan. Once assigned, they can see the plan option on their Wingspan-Payment Gateway account. They must accept the plan to take advantage of the payment options before the *semester fee deadline*;
3. Financial aid awards (e.g. student loans), which the student must arrange with the Office of Financial Aid **before the start of the academic term** – contact the Financial Aid Office at [finaid@winthrop.edu](mailto:finaid@winthrop.edu) or 803/323-2189.

### **Financial Assistance through Federal Student Loans**

Students who wish to apply for federal student loans should complete the Free Application for Federal Student Aid (FAFSA) and list Winthrop University (code number 003456) as a recipient. FAFSA’s should be completed online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Students who wish to receive aid for fall semester should submit the FAFSA by May 1. (September 1 for spring semester applicants and March 1 for summer session applicants.) All awards of need-based financial aid through federal student loans are made annually, and students must reapply each academic year in order to be considered for assistance. The Office of Financial Aid is located in Sykes House, 638 Oakland Avenue, 803/323-2189. Students interested in applying for a South Carolina Teacher's Loan should contact the Office of Financial Aid directly. **Note: Students who are admitted as non-degree students are ineligible to receive financial aid.**

### **Other Sources of Financial Assistance**

#### **Veteran Benefits**

Winthrop is approved for training of eligible veterans, servicemembers, and dependents/spouses of eligible veterans and servicemembers. Eligibility for VA educational benefits is determined by the Department of Veterans Affairs, not by Winthrop University. For information on benefit eligibility, please call 888-442-4551. Winthrop’s Veteran Benefits Coordinator supports students using educational benefits from the Department of Veterans Affairs by providing assistance in matters relating to applying for benefits, certification of enrollment, and transmitting necessary enrollment information to the VA regional office. The coordinator serves as a liaison between VA students and the Department of Veteran Affairs in Muskogee, OK and/or Columbia, SC. To receive VA educational benefits at Winthrop, students should contact the Veterans Benefits Coordinator upon admission to Winthrop. Students using VA educational benefits should inform the Veteran Benefits Coordinator immediately of any changes in enrollment or changes in the chosen degree program. For more information contact Winthrop's Veteran Benefits Coordinator, 126 Tillman Hall, 803/323-3691, [va@winthrop.edu](mailto:va@winthrop.edu) or visit <https://www.winthrop.edu/veteransbenefits/>.

# ACADEMIC REGULATIONS

## Academic Eligibility

### Probation

Once a student has been fully admitted with graduate degree status or with graduate non-degree status, he or she is expected to maintain an acceptable cumulative grade-point average. A student whose cumulative grade-point average falls below 2.85 during the first 18 hours of coursework is placed on academic probation. A student who has earned more than 18 hours and who fails to maintain a grade-point average of 3.0 is placed on probation.

A student may take up to nine graduate hours while on academic probation. If the grade-point average does not rise to the minimum acceptable standard based on the number of hours earned within the first nine hours of being placed on probation, the student is dismissed from graduate study. A course in which the student chooses to withdraw before the withdrawal deadline will not be included in this nine-hour limit. A student on probation who chooses to withdraw from a course may not be eligible for financial aid the following semester because a student seeking financial aid must be enrolled in at least six semester hours. Students on probation in cohort programs requiring more than nine hours a semester must raise their grade-point average to the minimum acceptable standard by the end of that semester. If a student repeats one or two courses while on academic probation, the new grade replaces the original grade in the calculation of the grade-point average.

Grade-point averages calculated for removal of probationary status are based on all graduate courses taken at Winthrop University, not on selected courses. All course work used to restore the grade-point average to the minimum acceptable standard based on the number of hours earned must be completed at Winthrop. Credit earned at any other institution while the student is on academic probation or is ineligible to enroll at Winthrop cannot be applied to any degree at Winthrop University.

### Dismissal

Students who have been dismissed because of academic ineligibility may reapply for graduate admission (see "Application for Readmission Fee"). The following policies apply to graduate non-degree and graduate degree students applying to the same or a new graduate program after academic dismissal. Students wishing to be readmitted following a dismissal must wait at least one year before applying. (One year is defined as two semesters or one semester and one summer session.) During this period, they are ineligible for admission to any program at Winthrop University.

When students reapply following dismissal, they are responsible for assembling all credentials required for readmission by the appropriate academic unit. Students' credentials are evaluated and the admission decision is made by the academic unit. These credentials must include a transcript of all work at Winthrop University prior to the dismissal.

Students who are readmitted after dismissal are readmitted on academic probation. Students who are readmitted to the same program area after dismissal must repeat enough courses in which they previously received grades below B in order to raise their cumulative grade-point

average to the minimum acceptable standard. A student may repeat these courses regardless of prior repetition attempts. However, a cumulative grade-point average below 3.0 after readmission will result in immediate dismissal. In addition, the graduate program to which a student is seeking readmission after academic dismissal may have additional course requirements.

Students changing degree programs or areas of concentration may petition for academic forgiveness if the courses in which they made a grade below a B are not required in the new program or area of concentration. Additional consideration may be made for academic forgiveness in the event of verifiable and documented extenuating circumstances. However, a cumulative grade-point average below 3.0 after readmission will result in immediate dismissal. In addition, the graduate program to which a student is seeking readmission after academic dismissal may have additional course requirements.

### **Petitions**

Any graduate student may appeal for exceptions in University-wide graduate policies and regulations by submitting a written petition to the Graduate Petitions Committee through the Office of Records and Registration. Instructions and timelines for a petition, the petition form, and submission requirements can be found on the Graduate School website. Students are responsible for providing clear, robust, and compelling evidence to support the petition. The Office of Records and Registration will forward the petition and all accompanying documentation to the Graduate Petitions Committee. The student and advisor will be notified of the decision once it is made.

Appeals of the decision of the Graduate Petitions Committee may be made to the Dean of the Graduate School.

### **Fluency in English**

A grievance policy exists in cases where a student claims that a faculty member's fluency in English is not adequate to conduct a course. Students may consult department or deans' offices or the Office of Academic Affairs to obtain the full text of the policy and grievance procedures.

### **Advisement**

Academic advisement at Winthrop is viewed by both faculty and students as an integral part of the learning process. The primary role of the academic advisor is to assist the student in planning a course of study which leads to the desired degree.

A graduate student who has been newly admitted to a degree program in a particular discipline is assigned an advisor in the college offering that degree. Generally, the advisor assignment is not changed unless the student changes degree programs. Prior to registration for each term, the student is required to contact the academic advisor to obtain assistance in planning the particular courses to be taken.

## **Classification of Students**

### **Graduate Degree Student**

This classification status, also referred to as “graduate”, is awarded to students fully-admitted or provisionally-admitted for graduate study leading toward a graduate credential – a graduate certificate or advanced degree.

For a master’s degree or graduate certificate program, the student’s undergraduate record must demonstrate adequate preparation in the chosen program at regionally accredited institutions and scholarship potential as measured by undergraduate grades, scores on standardized tests, and other relevant criteria.

For a specialist’s degree, the student’s graduate and undergraduate record must demonstrate adequate preparation in the chosen program at regionally accredited institutions, and the overall master’s grade-point average must be at least 3.0 on a 4.0 scale.

Standardized test scores (GMAT, GRE, MAT, PRAXIS, etc., as appropriate to the discipline) are required for admission to most graduate programs.

Consult the program listing in the “Degree Requirements” section for additional admission requirements for specific programs. Further information is available from the graduate directors in the individual colleges.

### **Graduate Non-Degree Student**

This classification status is assigned to students who are not in a degree program at Winthrop University but wish to fulfill professional obligations or to pursue personal goals. Students admitted to graduate non-degree status might be transients, those who seek to satisfy certification requirements, or individuals who have extensive entrance requirement deficiencies for the degree program for which they have applied. Students admitted to graduate non-degree status must meet the general requirements for admission to graduate studies at Winthrop University, which include having received a baccalaureate degree from a regionally accredited institution. Degrees or coursework completed at an institution that does not hold accreditation from the commission on colleges of a regional accreditation agency will be evaluated on an individual basis.

**Courses taken while a student is classified as graduate non-degree may not be applied toward a degree program in the College of Business Administration.** The College of Business Administration restricts this category to transient students enrolled in other graduate programs, to students holding graduate business degrees and to students taking courses to satisfy professional obligations such as teacher certification requirements.

Admission as a graduate non-degree student in no way guarantees subsequent admission into a graduate degree program. Students classified as graduate non-degree who later elect to pursue a degree program must have their credentials evaluated for admission to the program they wish to pursue.

Graduate non-degree students who are seeking admission to a graduate degree program may take no more than 12 semester hours of graduate credit at Winthrop prior to being fully admitted to a graduate degree program. Should the student subsequently be admitted to a degree program, a maximum of 12 semester hours of graduate non-degree credit may be applied toward the degree. Students enrolled in graduate non-degree status are subject to the same academic eligibility requirements as graduate-degree seeking students.

**NOTE: Students admitted as graduate non-degree may not be eligible for financial aid.**

### **Accelerated Academic Programs**

Winthrop offers a select number of accelerated programs that allow students to earn both an undergraduate and graduate degree in an accelerated time frame. A student in an "accelerated" program may be able to complete both degrees within five years.

### **Combined and "4 + 1" Programs of Study**

Combined and "4 + 1" programs are specialized and coordinated accelerated programs of study allowing students to complete their undergraduate and graduate degrees in 5 years for a specific program of study. Consult undergraduate and graduate catalogs for a list of approved combined and 4+1 programs.

An undergraduate student pursuing a combined or 4+1 program may take graduate coursework (500-level only) for the program while still an undergraduate student. Undergraduate students intending to pursue a combined or "4+1" program must submit an *Intent to Pursue Accelerated Graduate Program* form to signal intent and must complete program specific review processes no later than the fall of their senior year. Such processes are program specific, and students should contact the graduate director or program director as early as possible during their undergraduate curriculum to ensure they have adequate time to meet all review expectations and are eligible to enroll in graduate work as required by the program of study.

### **Full Admission to Graduate School**

In order to be fully admitted to the Graduate School, students must meet all graduate program admission requirements as described in the graduate catalog. Students pursuing a combined or "4 + 1" program will not be fully admitted to the graduate school until all undergraduate degree requirements are met for his or her respective undergraduate degree. Completion of the *Intent to Pursue Accelerated Graduate Program* form and undergraduate review processes is not a guarantee of admission to the Graduate School.

### **Maximum of 9 Credit Hours May Be Used for both Undergraduate and Graduate Degrees**

Students enrolled in an identified combined or "4 + 1" program are permitted to use up to 9 credits of 500-level coursework to fulfill both undergraduate and graduate degree requirements. Eligible coursework is determined by the program and indicated in the program of study. For courses to be applied to both programs, students must:

1. have successfully completed 75 credit hours before taking each graduate course;

2. have successfully completed the program specific review process for undergraduates;
3. complete graduate-level coursework in each 500-level courses; and
4. earn a grade of B or better. Courses in which the student earns a B- or lower will not be counted towards the student's graduate degree requirements.

### **Awarding of Degrees in Combined and 4 + 1 Programs**

Students pursuing combined or 4+1 programs will receive their undergraduate degree upon completion of all undergraduate requirements and at least one semester before completing the requirements for the graduate degree. The time allowable between undergraduate and graduate degrees may vary by program.

### **Continuous Enrollment**

Once admitted to a graduate program at Winthrop University, a student is expected to maintain continuous enrollment until the conclusion of his or her academic program. All work toward the degree must be completed within the 6-year period immediately prior to the conferring of the degree. Continuous enrollment is maintained by registering for regular coursework or one of the following depending on the student's circumstances. Continuous enrollment does not refer to summer term, unless explicitly required by the specific graduate program.

### **Prior to completion of all coursework - GSTC 600**

If a graduate student "stops out" and chooses not to take courses during a given semester, the student may enroll in GSTC 600 so as to continue having access to his or her Winthrop email account, the Dacus Library, the West Center, and other campus resources. This will also allow the program and university to notify the student of important changes or events related to their graduate degree. The student who enrolls in GSTC 600 may register for normal coursework the subsequent semester with no further admission requirements. Students may enroll in GSTC 600 up to a maximum of two consecutive semesters. Enrolling in GSTC 600 may occur only with the approval of the student's graduate program director and Dean of the Graduate School. The fee for enrolling in GSTC 600 is \$25.

If a student "stops out" and does not enroll in GSTC 600, and later wishes to enroll, he or she is required to submit an application for admission with the required \$50 application fee for their application materials and coursework to be reevaluated by the graduate program for admission. The student is not automatically guaranteed readmission into the program.

### **After completion of all coursework - GSTC 601, 602, or 603**

Students completing a thesis or final research project as part of their graduate program of study, and who have already completed their course work requirements, are to enroll in GSTC 601 (GSTC 602 and GSTC 603 in subsequent semesters). This course registration allows the student maintain continuous enrollment and to continue to work with his or her thesis committee or research faculty without enrolling in a full credit hour course. Enrolling in GSTC 601, GSTC 602, or GSTC 603 may occur only with the approval of the student's graduate program director and Dean of the Graduate School. The fee for GSTC 601 is \$100; GSTC 602, \$200, and GSTC 603, \$300. Additional material fees may be charged by specific graduate programs.



## **Graduate Credit for Winthrop University Seniors**

Winthrop seniors with an overall grade-point average at Winthrop of 3.0 or better may be permitted to take courses numbered 500-599 for graduate credit during their final semester of undergraduate work, provided the total course load (undergraduate and graduate) for that semester does not exceed 16 semester hours. The student may receive graduate credit for these courses only if the requirements for the baccalaureate degree are satisfactorily completed by the end of that same semester.

Senior business students in their final term may take one 600-level business class if the student meets the following conditions:

1. Admitted to the Winthrop MBA program;
2. Limited to one 600-level business course;
3. A 3.0 undergraduate grade-point average; and
4. Limited to maximum load of 16 semester hours.

Undergraduate students who wish to take courses for graduate credit must receive specific approval from the academic dean of the college in which they are majoring. Approval applications are available in the Records and Registration office, 126 Tillman and on their website in the "Forms Online" section..

## **Educational Records**

### **Privacy of Education Records**

Winthrop University policy regarding access to student records (such as grades, grade-point averages, and class rank) is governed by the Family Educational Rights and Privacy Act of 1974 as amended, commonly known as FERPA or "The Buckley Amendment." Under this law, students have the right to inspect and challenge the accuracy of information contained in their Winthrop educational record.

Also, these regulations restrict Winthrop to the release of certain records only to the student (current or former) and to certain other authorized school and government personnel, except with the student's prior written consent to release the records to another specified person. Without this consent, Winthrop cannot release a student's records even to parents, spouses, or family members except in one instance. Parents or guardians of a student may be given access to certain of the student's records, if the parents or guardians sign a statement in the Office of Records and Registration and provide proof that they have claimed the student as a dependent on their last federal income tax return.

The Family Education Rights and Privacy Act does allow the University to release the following information (not considered private records) unless the student requests this information to be withheld: student's name, address, telephone number, email address, enrollment status (full- or part-time), dates of attendance, date of graduation, major and minor fields of study, degrees and awards received, date of admission, whether or not currently enrolled, classification, most recent previous educational institution attended, eligibility for honor societies, participation in officially recognized activities and sports, weight, and height of

members of athletic teams, and other similar information. Photographic, video, or electronic images of students taken and maintained by the University also are considered directory information. Any student not wanting this information released must make a written request to the Registrar.

In accordance with South Carolina law, the University does not sell or give away lists which are in unpublished or computerized form to any outside agency, individual, or business for commercial solicitation purposes. Questions concerning Winthrop's policy for release of academic information should be directed to the Office of Records and Registration, 126 Tillman Hall.

### **Transcripts**

A permanent record of each student's courses, credits and grades earned is maintained in the Records Office. Transcripts are provided upon written request from the student to the Office of Records and Registration, 126 Tillman Hall. Courses are posted to the transcript at the close of each semester or summer session. Transcripts are withheld from those students and former students who have unpaid accounts with the University.

### **Grading System**

Grades for courses taken for graduate credit are recorded as follows:

- A Excellent (4 quality points per semester hour)
- A- (3.67 quality points per semester hour)
- B+ (3.33 quality points per semester hour)
- B Satisfactory (3 quality points per semester hour)
- B- (2.67 quality points per semester hour)
- C+ (2.33 quality points per semester hour)
- C Passing (2 quality points per semester hour)
- F Failure
- N No Grade, indicating the student withdrew from the course
- AU Audit
- S\* Satisfactory: S indicates satisfactory achievement (equivalent to B or above) on a course taken on satisfactory/unsatisfactory basis.
- U\* Unsatisfactory: U indicates unsatisfactory achievement (equivalent to C or below) on a course taken on a satisfactory/unsatisfactory basis.
- I Incomplete: I must be used only as a prefix to a grade. Assigning an incomplete to a student in a course taken for graduate credit indicates that, for valid reason, the course has not been completed and that the instructor reserves the right to raise the grade if the incomplete work is finalized within one year or by an earlier date specified by the instructor. The grade to which I is prefixed is not used in computing the student's grade-point average until the prefix is removed and indicates the grade earned if no further work is performed. It is the grade in the course unless and until changed by the instructor.

\*S/U is awarded only in those courses so designated.

## **Grade Appeals**

Students and faculty members should try to resolve grade problems informally. If no satisfactory solution is reached, the student has 30 Winthrop business days from the issuance of a grade report in which to initiate a formal written grade appeal to the appropriate department chair. After that time, the grade report is final and becomes a part of the student's permanent academic record. If the student initiates a formal written grade appeal, the department chair will address the case in writing. The student may appeal the chair's decision to the dean in writing. The dean will provide a decision in writing to the student within 30 Winthrop business days of receiving the appeal.

## **Grade Reports**

At the end of each [semester](#) and summer session, students may access their final grades via Wingspan at <https://wingspan.winthrop.edu>. Copies of grades may be printed from Wingspan or be obtained from the Office of Records and Registration. All errors found on a grade report must be reported to the Office of Records and Registration. If no error is reported within 30 days of issuance, it is assumed the report is correct and each entry becomes a part of the student's permanent record.

## **Graduate Audit Policy**

Graduate students may audit a course, on a space available basis, with the permission of the instructor of the course and the graduate director of the academic unit in which the course is offered. The graduate director will consult with other faculty as necessary. An auditor is not required to participate in any examinations or graded course assignments. Participation in class activities and the class attendance policy is at the discretion of the instructor.

A student may not register for a course on an audit basis until the week classes begin. The last day of registration for the semester is the last day a student may elect to audit a course.

## **Quality Points and Grade-Point Average**

To remain in good academic standing, a student must maintain a certain standard of excellence. This standard is fixed by the quality-point system. The grade received on a course determines the number of quality points earned per semester hour. Total quality points for a course are calculated by multiplying hours earned by the point value for the grade earned.

## **Semester Grade-Point Average**

The semester grade-point average (GPA) is calculated by dividing quality points earned that semester by hours taken on a letter-grade basis during that semester.

## **Cumulative Grade-Point Average**

The cumulative grade-point average (GPA) is calculated by dividing total quality points by GPA (quality) hours. GPA hours are all hours of credit taken at Winthrop on a letter-grade basis. Credits earned by examinations, credits transferred from other institutions, and credits for courses taken on a satisfactory/unsatisfactory basis are not used in computing a student's cumulative grade-point average. Courses failed at Winthrop University cannot be replaced by transfer coursework.

## **Earned Hours Taken**

The sum of the total hours for which the student has been enrolled at Winthrop plus all hours accepted by Winthrop as transfer credit.

## **GPA (Quality) Hours Taken**

All hours of credit taken at Winthrop on a regular letter grade basis. All courses are counted in the semester summary of the semester in which they are taken and in the cumulative summary.

## **Cumulative Hours Earned**

All hours of credit completed at Winthrop University with grades of A(-), B(+/-), C(+), or S; all accepted transferred credits and all credits by examination. All courses are counted in the semester summary of the semester in which they are taken and in the cumulative summary.

## **Quality Points**

Semester hours earned times the value of the grade: A=4, A-=3.67, B+=3.33, B=3, B-=2.67, C+=2.33, C=2, F=0. All courses are counted in the semester summary of the semester in which they have been taken and in the cumulative summary.

## **Hazardous Weather Conditions**

Students should register their cell or landline phone number for emergency notification at on <https://www.winthrop.edu/emergency/> website. Your registered number will be used by the University for critical notifications in the event of emergencies, critical weather, or unplanned university closings. Students in online only programs should consult their orientation materials for details related to the policy on hazardous weather.

It is the practice of Winthrop University to carry out its primary responsibility of providing instruction for students during regularly scheduled hours, except in cases when extreme weather conditions make roads unsafe for travel. While Winthrop feels a responsibility to meet scheduled classes and maintain office support for those classes whenever possible, the University places the highest priority on the safety of its students, faculty and staff.

If scheduled classes and activities of the University have been changed due to unsafe road and traveling conditions, the University notifies the local media outlets in areas where Winthrop students and employees live. Students should check their university e-mail or the university website, [www.winthrop.edu](http://www.winthrop.edu) for the most up-to-date information related to class and office schedules. Should you not have access to e-mail, the Web, or other information, call the campus alert line, 803/323-2222.

## **Registration**

Registration takes place on designated days prior to the beginning of each semester. In the summer session, registration for each of the summer terms occurs over an extended period and ends on the first day of classes for each individual term. Students are encouraged to register early each semester. Consultation with an advisor prior to registration is required for all degree-seeking students except for summer sessions. In addition, the mandatory immunization requirements must be met prior to registration. Please refer to the Mandatory Immunization Requirements on the web for complete information.

Registration is incomplete until all fees have been paid. For specific registration information, consult the Office of Records and Registration website at:

<https://www.winthrop.edu/recandreg/index.aspx>

### **Class Attendance Policies**

Students should understand they are responsible for the academic consequences of absence. Instructors of courses are obligated to provide make-up opportunities only for students who are absent with adequate cause. The instructor will be responsible for judging the adequacy of cause for absence.

### **Course Load**

#### **Regular Semester**

A graduate student who is enrolled in 9 or more semester hours of graduate work in a regular semester is classified as full-time; a normal course load is 9-12 semester hours of graduate work. A graduate student may register for more than 12 semester hours of graduate course work in a regular semester only with the approval of the academic dean. An overload form may be obtained from the Office of Records and Registration or online at: <https://www.winthrop.edu/recandreg/index.aspx>. The recommended maximum course load for a student holding a full graduate assistantship is 9 semester hours of graduate work per semester.

#### **Summer Session**

A graduate student may enroll for one graduate-level course in Maymester (a short term held in May prior to the regular summer session.) In a 5-or 6-week term (or the two terms concurrently) a graduate student may enroll for 7 semester hours of graduate work. During the 10-week term, a graduate student may enroll for 12 semester hours. Exceptions to the above loads must be approved by the student's dean. An overload form may be obtained from the Office of Records and Registration.

### **Changes in Enrollment**

Changes in enrollment or class schedule must be made before the end of the designated registration change period. Such changes include dropping or adding courses, electing undergraduate credit for 500-level courses and, where permissible, changing number of credits to be earned in a course. Dropping and adding courses may be done online in Wingspan through the designated drop/add period. Other changes require approval of advisor or department chair.

### **Final Examinations**

The times and places of final examinations are officially scheduled by the Master Schedule Coordinator. Legitimate exam conflicts are defined as follows: more than one scheduled exam per period; more than two examinations scheduled per day; or more than three examinations scheduled in any four consecutive periods. A student with a legitimate conflict should work directly with his/her instructor to resolve the conflict. It is the student's responsibility to initiate the resolution of any conflicts. Personal conflicts such as travel plans and work schedules do not warrant a change in examination times.

The form of the final examination is determined by the instructor. The length, however, may not exceed two and one-half hours.

In 600-level courses, the class meets during the examination week. However, it is left to the discretion of the instructor as to whether the two and one-half hour examination period is spent in an examination or in other class activities considered to be more useful. In 500-level courses, graduate students, at the discretion of the instructor, follow the same procedures as undergraduate students with regard to final examinations.

### **Repeating Courses**

A graduate student is allowed to repeat a maximum of two courses in which he or she has been assigned a grade below B. A given course may be repeated once. Whenever a course is repeated, no additional hours attempted accrue, and the new grade replaces the previous grade in computing the grade-point average. However, the record of the first attempt will remain a part of the student's permanent record.

Certain courses at Winthrop University may be taken more than one time for additional academic credit, for example, special topic classes in which the course number remains the same but the course title differs. A list of these courses may be obtained from the appropriate graduate program director.

### **Withdrawal from Courses**

Students are expected to follow the courses of study selected at the beginning of the semester or summer term. There may be instance, however, when the student wishes to withdraw from a course. The decision to withdraw from a course is the student's alone, but consultation with the advisor or academic dean and with the instructor is encouraged.

Students may withdraw from a course online through the withdrawal period. Please note that students who have registration holds due to a past due balance, immunization, or any other reason, will NOT be able to withdraw online and it is their responsibility to complete a withdrawal form (signed only by the student) and submit it to the Office of Records and Registration by the appropriate withdrawal date. The official date of withdrawal from a course is the date the withdrawal form is returned to the Office of Records and Registration with the signature of the student. The form can be accessed on the Records and Registration website.

If withdrawal is completed during the first 60% of the instructional days of a particular course, the grade of N is assigned, indicating that no credit is awarded. Withdrawal from a course may not occur after 60% of the instructional days of the course have been completed, unless documented extenuating circumstances should warrant withdrawal from the course with the assignment of an N grade. Documented extenuating circumstances include the following: death of an immediate family member, traumatic and unforeseen circumstances which are considered beyond a student's control; prolonged emotional instability, physical injury or illness which has resulted in the student's inability to complete academic responsibilities; or a change in nonacademic employment beyond the student's control. Documentation of such circumstances must be definitive and must be presented along with a request for withdrawal

with the assignment of an N grade to the Registrar or his or her designee no later than the last of classes for the course in question.

### **Withdrawal from Winthrop University**

Students who find it necessary to discontinue their college work during a semester or summer session should officially withdraw from the University. Students who wish to initiate the withdrawal process should go to the Office of Records and Registration, 126 Tillman Hall or the appropriate graduate director.

A student who withdraws before the course withdrawal date of the semester receives grades of N for all courses. If the student stops attending after the withdrawal date of the semester, the student receives grades of F, U, or I as the individual instructors deem appropriate. A student may withdraw after the course withdrawal deadline with documented extenuating circumstances. Such circumstances include the following: death of an immediate family member; traumatic and unforeseen circumstances, which are considered beyond a student's control; prolonged emotional instability, physical injury or illness which has resulted in the student's inability to complete academic responsibilities; or a change in nonacademic employment beyond the student's control. Documentation of such circumstances must be definitive and must be presented along with a request for withdrawal with the assignment of an N grade to the Registrar or his or her designee no later than the last day of classes for the semester in question. Failure to withdraw officially may seriously affect a student's eligibility for future readmission or for transfer to another institution.

### **Student Conduct**

#### **General Student Responsibility**

Each academic unit establishes requirements that must be met prior to a degree being granted. It is important that the student become familiar with these requirements and complete them within the prescribed deadlines. Advisors, department heads and deans are available to offer assistance, but the ultimate responsibility rests with the student.

#### **Student Conduct Code**

Academic institutions exist for the transmission of knowledge, the pursuit of truth, the development of students and the general well-being of society. Free inquiry and free expression are indispensable to the attainment of these goals. As members of the academic community, students should be encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth.

Freedom of the individual may be defined as the right to act or speak, as long as it does not adversely affect the rights of others. Believing in this concept, Winthrop University protects freedom of action and freedom of speech for both students and employees, so long as it is not of an inflammatory or demeaning nature and does not interfere with the students' living and study conditions, and the administration of institutional affairs. It constitutes a disruptive act for any member of the Winthrop community to engage in any conduct which would substantially obstruct, interfere with or impair instruction, research, administration, authorized use of University facilities, the rights and privileges of other members of the University community, or disciplinary proceedings. Moreover, Winthrop University is committed to improving the quality of student life by promoting a diversified educational and cultural

experience for all its students. Therefore, racist conduct or other acts of bigotry are not tolerated.

Rights and freedoms imply duties and responsibilities. A student who exercises his or her rights as a private citizen-whether individually or as a member of a group-must assume full responsibility for his or her actions. All students and employees of Winthrop must abide by local, state and federal laws and with all published University policies and regulations. Violations of laws and regulations subject the perpetrator to disciplinary action by the University and/or the appropriate civil or criminal court.

Responsibility for good conducts rests with students as adult individuals. Student organizations have similar responsibility for maintaining good conduct among their members and guests at activities they sponsor. All members of the University community are expected to use reasonable judgment in their daily campus life and to show due concern for the welfare and rights of others.

Students who violate University policies, rules and regulations are subject to expulsion or lesser sanctions. A complete outline of obligations and the disciplinary process is contained in the Student Conduct Code in the Student Handbook, found online at <https://www.winthrop.edu/studentconduct/winthrop-university-student-handbook.aspx>.

### **Academic Discipline**

Infractions of academic discipline are dealt with in accordance with the Student Academic Misconduct Policy which is contained in the Student Handbook. Academic misconduct includes but is not limited to providing or receiving assistance in manner not authorized by the professor in the creation of work to be submitted for academic evaluation including papers, projects and examinations; presenting, as one's own, the ideas or words of another for academic evaluation without proper acknowledgement; doing unauthorized academic work for which another person is to receive credit or be evaluated; and presenting the same or substantially the same papers or projects in two or more courses without the explicit permission of the professors involved. In addition, academic misconduct involves attempting to influence one's academic evaluation by means other than academic achievement or merit. More explicit definitions of academic misconduct specific to certain academic disciplines may be promulgated by academic departments and schools.

Winthrop holds its graduate students to the highest standard of academic and professional responsibilities. Because of these high standards, and due to specific accreditation requirements for many of our graduate programs, students found responsible for academic misconduct may be dismissed from the graduate program in which they are enrolled. Students dismissed from a graduate program because of academic misconduct may apply for admission to a different graduate program after a period of two years. All documentation related to the prior academic misconduct will become part of the subsequent application. More information regarding the judicial process related to academic misconduct at the graduate level is in the Student Handbook.



## **Sexual Harassment**

It is the policy of Winthrop University that sexual harassment by its employees or students against other employees or students shall not be condoned. The University is committed to maintaining a workplace and a campus environment that are free of such harassment and will enforce Federal guidelines as they relate to sexual harassment.

Sexual harassment may include explicit sexual propositions, sexual innuendo, suggestive comments, sexually-oriented "kidding" or "teasing," practical jokes," jokes about gender-specific traits, foul or obscene language or gestures, display of foul or obscene printed or visual material, and physical contact such as hugging, patting, pinching or brushing against another's body.

With respect to employment, unwelcome sexual advances, requests for sexual favors and other offensive physical, verbal or visual conduct based on sex constitute sexual harassment when: (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of unreasonably interfering with the individual's work performance or creating an intimidating, hostile or offensive work environment.

A student who believes she or he has been subject to harassment by an employee should immediately contact either the Dean of Students in 246 DiGiorgio Center, extension #4503; or the Associate Vice President for Human Resources in 303 Tillman, extension #2273. Every effort will be made to maintain confidentiality about complaints and terms of resolution: however, confidentiality cannot be guaranteed.

If a student believes that he or she is being harassed by another student, please refer to the Section IV, Prohibited Conduct, items C. and D. of the Student Conduct Code in the Student Handbook.

## **Services for Students with Disabilities**

The Office of Accessibility staff works to provide reasonable classroom, residence hall, and campus accommodations for students with documented disabilities. Accommodations are reasonable adjustments that help ensure students have equal access to their education. Students who need accommodations are responsible for providing appropriate, current documentation of their disability and for scheduling an intake appointment with our professional staff. For more information about services and accommodations, call 803/323-3290 or visit <https://www.winthrop.edu/hcs/about-accessibility.aspx>.

## **Student Identification Cards**

Winthrop student identification cards are issued by the Technology Services Office in 1 McBryde Hall upon a student's admission. The first ID card is free; replacement ID cards are \$10 each. All students are required to have an identification card. ID cards are non-transferable and must be presented to appropriate university officials upon request. ID cards are necessary to gain entry into the library and some on-campus classrooms. For more information concerning ID cards, visit

[https://www.winthrop.edu/technology/departments.aspx#Technology\\_Services](https://www.winthrop.edu/technology/departments.aspx#Technology_Services) or contact the Technology Services Office at 803/323-2400 or helpdesk@winthrop.edu.

### **Teacher Certification Requirements**

Requirements for teacher certification set by the South Carolina State Department of Education or other agencies may or may not be the same as degree requirements shown in this catalog. Students desiring certification should consult with the appropriate agency early in their programs to determine any certification requirements. Questions concerning certification should be addressed to Student Academic Services, College of Education, 144 Withers/WTS.

# DEGREE REQUIREMENTS

The master's degree programs offered at Winthrop University require the successful completion of 30-60 semester hours of approved graduate level work. The specialist's degree in school psychology and the specialist's degree in educational leadership require the completion of 72 semester hours.

**All students must have an Application for Graduation on file to be considered as a candidate for a degree.**

## **Choice of Catalog and Time Limit**

A degree-seeking graduate student may obtain a degree in accordance with the requirements set forth in the catalog in force at the time the student completes the first graduate level course at Winthrop which counts toward the degree. The student may elect to obtain a degree in accordance with the requirements of any catalog issued after the initial admission, provided the student completed a graduate level course in the current program at Winthrop at the time the catalog was issued and has not subsequently been absent from active enrollment in the program for a continuous period of 12 months or more.

When a student has been absent from active enrollment in his/her graduate program for a period of 12 months or more, he/she must fulfill the graduation requirements of the catalog in force at the time of the student's next (or subsequent) completion of a graduate level course in the current program at Winthrop.

A student who changes graduate degree programs may choose a catalog no earlier than the one in effect at the time of official admission into the new program (if the student is enrolled at the time), or the catalog under which the student next enrolls. The catalog chosen must be one under which the student completes a graduate level course at Winthrop, which counts toward the degree.

In all cases, a student is restricted in choice to the requirements of one specific catalog and must graduate within a period of 6 years from the date the catalog was issued to claim the rights of that catalog. All work to be counted on the degree, including transfer work, must be completed within the 6-year period immediately prior to the conferring of the degree. Each academic college graduate director, in conjunction with the graduate program director, may approve previously completed coursework that is up to 9-years old through an internal petition process. Students wishing to receive credit for courses older than 9-years must submit a petition through Record and Registration to be decided by Graduate Council.

If any course required in the catalog specified is not offered after the student specifying the catalog has accumulated 18 semester hours, the University reserves the right to substitute another course. In all cases, if a course has been officially dropped from the course offerings, the University must provide a substitute course.

## **Comprehensive Examinations**

Students pursuing a degree program requiring a comprehensive examination should contact their advisor to obtain specific exam information and to schedule the exam. Results of

comprehensive examinations are due in Records and Registration no later than two weeks prior to the final examination period of the term the student has applied to graduate.

### **Courses Open to Graduate Students Only**

At least one half of the total semester hours submitted for an advanced degree must be in courses open to graduate students only. Courses numbered 600-799 are advanced courses open only to graduate students for graduate credit.

Courses numbered 500-599 are advanced courses primarily for juniors, seniors and graduate students. Graduate students are automatically enrolled for graduate credit in courses numbered 500-599 unless undergraduate credit is requested at registration (or no later than the close of the registration change period). Juniors and seniors are automatically enrolled for undergraduate credit in courses numbered 500-599. Students enrolled in 500-level courses for graduate credit are expected to complete additional appropriate requirements.

### **Change of Degree Program**

A graduate student may change from one degree program to another if he or she meets the criteria for admission to the new program and is accepted by the new department. The student must submit an online application for admission and non-refundable \$25 application fee. All application materials must be submitted to the Graduate School office. The Graduate School then forwards all credentials to the new department for an admission decision. The student is notified of the decision by the Graduate School.

### **Application for Graduation**

All candidates for graduation must complete the application for graduation available in Wingspan under the Student Records menu.

Completed applications must be submitted via Wingspan, by:

- February 1st for May and August graduation
- September 15th for December graduation

Graduation filing fees:

- Graduation fee \$50
- \$50 PLUS Late fee \$25 after the established deadlines above.

Students are not required to submit payment with the graduation application; the graduation fee will be charged to the student account.

### **Application for Graduate Certificate Completion**

All candidates for certificate completion must complete the application available at <https://www.winthrop.edu/uploadedFiles/recandreg/Grad-certif-of-completion-app.pdf>.

Because graduate certificate recipients do not participate in graduate commencement exercises, students must submit the "Application for Graduate Certificate Completion" to the

Office of Records and Registration, 126 Tillman, no later than the last day of classes during their final semester of coursework for the graduate certificate program.

Graduate Certificate Completion Fee is \$25.

Students are not required to enclose payment with the graduate certificate completion application; the fee will be charged to the student account.

### **Awarding of Degrees and Commencement Exercises**

Degrees are awarded three times a year, at the end of each semester and at the end of the summer session.

Commencement exercises are held twice a year, in December and in May. The program for the December commencement lists the names of all students who completed degrees during the preceding summer session, as well as those who completed degrees during the first regular semester. The program for the May commencement lists the names of those students who completed degrees during the second regular semester. Graduate certificate recipients do not participate in graduate commencement exercises.

### **Commencement Participation Policy**

Only those graduate students who have completed all their degree requirements as outlined in the Graduate Catalog will be permitted to participate in commencement ceremonies. No exceptions will be made for any students who have not completed all their degree requirements. Graduate certificate recipients do not participate in graduate commencement exercises.

### **Grade-point average Required for Graduation**

A final grade-point average of at least 3.0 in graduate work taken at Winthrop is required for all graduate degrees and certificates. The final grade-point average is based on hours and quality points earned for courses taken on a letter grade basis at Winthrop which are necessary for meeting the degree requirements.

### **Continuous Enrollment**

All candidates for graduate degrees and certificates must be enrolled in course work during the semester in which they intend to graduate. Enrollment is maintained by registering for regular course work or one of the following depending on the student's circumstances:

- Prior to completion of all coursework - GSTC 600
- After completion of all coursework - GSTC 601, 602, or 603

Students completing a thesis or final research project as part of their graduate program of study, and who have already completed their course work requirements, are to enroll in GSTC 601 (GSTC 602 and GSTC 603 in subsequent semesters). This course registration allows the student to maintain enrollment and continue to work with his or her thesis committee or research faculty without enrolling in a full credit hour course.

Although the GSTC courses do not carry any degree credit, registration in one of these courses ensures that the graduate student is actively enrolled in course work during the semester he/she intends to graduate.

### **Individually-Directed Courses**

With approval from the instructor, the department chairperson and the dean of the college, a graduate student may take a course as an individually directed course (IDC). No more than 6 semester hours of IDC may be counted toward a graduate degree.

### **Second Master's Degree**

A student who has completed one master's degree at Winthrop University or another accredited university may, upon recommendation of the advisor, and approval of the program director, college graduate director and dean of the Graduate School present a maximum of nine semester hours or thirty percent of the degree program, whichever is greater toward a second master's degree. Culminating experiences such as thesis, research, or capstone hours are not eligible.

### **Thesis**

Each candidate for a master's degree with a program requiring a thesis should normally enroll for thesis credit during the final two semesters of the degree program. The thesis must be prepared under the direction of a major advisor according to the *Instructions for the Preparation of a Thesis*. Credit is not granted until the thesis has been completed and approved by the candidate's advisory committee, the dean of the college and the dean of the Graduate School. The time and place for defense of the thesis and the title of the thesis should be announced in advance with the defense open to the campus community.

One copy of the thesis in final form and approved by the student's advisory committee must be submitted to the Graduate School at least two weeks prior to the final examination period. Before receiving final approval of the dean of the Graduate School, the student must review and sign the "Student Agreement for Public Access of Thesis," which is available on the Graduate School webpage or in the Graduate School Office.

### **Transfer Credit Policy**

Winthrop may credit toward a graduate degree 9 semester hours of graduate work from another accredited graduate institution upon recommendation of the appropriate advisor and academic dean. (An additional 3 semester hours may be transferred, at the discretion of the advisor and academic dean.) Students in the Master of Science in Human Nutrition program are limited to a maximum of six hours of transfer credit from another graduate school. Transfer of credit must be approved in writing by the student's advisor and academic dean for inclusion in the student's official program of study; and the course level is verified in Records and Registration. After a student has entered a graduate program at Winthrop, permission from the student's advisor and academic dean is required prior to enrolling in the transfer course(s). Approval to Transfer Graduate Credit forms are available online at [www.winthrop.edu/graduateschool/forms](http://www.winthrop.edu/graduateschool/forms). Official copies of transcripts must be submitted and evaluated before any transfer credit may be officially accepted. Certain courses submitted for transfer may not be considered equivalent to specified requirements although course titles may be the same.

Students in a Winthrop combined bachelor's/master's program may apply a maximum of 9 graduate credit hours taken while an undergraduate to the graduate degree, providing a grade of B or better was earned in each course. All classes taken for graduate credit while an undergraduate at Winthrop will apply towards the graduate GPA, but may or may not apply toward the graduate program of study.

A graduate student may not transfer credit taken at another institution while he or she is on academic probation at Winthrop or is ineligible to return to Winthrop. Credit earned at another institution by a graduate student in good standing may be transferred if:

1. A grade of B or better has been earned in the course; or
2. A grade of S is earned; the granting institution is regionally accredited and would allow the course to be used in one of its graduate degrees.

Transfer credits are not used in computing the student's cumulative grade-point average. Transfer credits do not appear on a Winthrop University transcript until the graduate student has achieved graduate degree status.

Extension courses offered by accredited graduate institutions are subject to approval of the student's advisor and academic dean. Correspondence courses are not accepted for graduate credit. Transfer credit is subject to all Catalog regulations pertaining to graduate degree courses, including the 6 year time limit.

It is the student's responsibility to have an official transcript of the transfer credits forwarded to Records and Registration, 126 Tillman Hall, Winthrop University, Rock Hill, SC 29733, no later than four days prior to the expected graduation date. Transfer credits taken during the final semester of a program may delay graduation and certification approval until official transcripts have been received in Records and Registration. Transcripts of all work taken when a student is absent from Winthrop must be submitted when the student reapplies to Winthrop.

# ACADEMIC PROGRAMS

## The College of Arts and Sciences

**Dean: Dr. Takita Sumter**

**Director of Graduate Studies: Dr. M. Gregory Oakes, 803/323-3041**

Admission as a graduate degree student in the College of Arts and Sciences requires a student's undergraduate record to show adequate preparation for graduate work in the chosen program and an overall undergraduate grade-point average of at least 3.0 on a 4.0 scale, unless otherwise noted. If the quality of a student's undergraduate work is less than that required, admission may be granted on the basis of scores on either the General Test of the Graduate Record Examinations or the Common Examination or a Specialty Area Test of the PRAXIS Examination or Miller Analogies Test. Applicants should contact graduate program directors for information about additional or alternative admission requirements.

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### **Liberal Arts**

#### **Master of Liberal Arts**

**Graduate Program Director: Dr. Siobhan Brownson, 803/323-4485**

**mla@winthrop.edu**

The Master of Liberal Arts Program provides learners with the unique ability to pursue a highly customized interdisciplinary graduate degree program, developed according to their own interests, while building broad analytical and problem solving skills that reach across the boundaries of academic disciplines and beyond the structured format of traditional graduate degree programs. The program is designed for mature learners who seek intellectual stimulation within a broad framework of studies, mid-career adults who wish to expand and enhance their knowledge and skills, and recent university graduates who desire an innovative curriculum for building and deepening their reading, writing, and communication abilities. The MLA degree is based on "The Search for Order," a theme that explores rational, intuitive, and empirical ways of knowing and learning. This approach, central to graduate liberal education across the country, is evident through the program at Winthrop.

**Admission Requirements.** Potential applicants should first contact the program director at 803/323-4485 or mla@winthrop.edu to discuss their interest prior to the application process. Program admission requires a baccalaureate degree, a 5-6 page double-spaced essay describing why the applicant wishes to enter the program, two letters of recommendation, and an interview with the program director (in some circumstances an inquiry and interview may precede the actual application process). Although the entire application is reviewed when making admission decisions, a minimum GPA of 3.0 during the undergraduate career is preferred. The letters of recommendation requirement may be waived based on extenuating circumstances after an applicant has conferred with the Program Director. All application materials are submitted to the Graduate School Office.



These materials are then reviewed by the MLA admissions committee which makes its recommendation to the MLA program director. When an applicant is approved by the committee, the director arranges for a personal interview with the candidate. A final decision regarding admission is reached after the interview. The Graduate Record Exam (GRE) is not required at the present time for admission. For more information, call the MLA office at 803/323-4485, [mla@winthrop.edu](mailto:mla@winthrop.edu), or write to 109 Bancroft Hall, Winthrop University, Rock Hill, SC 29733.

### **Program Requirements**

The Master of Liberal Arts degree requires completion of 33 semester hours of approved graduate level courses as indicated below, at least half of which must be 600-level courses. Twelve hours are in four courses designed for the program. Three of these courses are interdisciplinary colloquia developed on the "Search for Order" theme. The fourth required course, to be taken at the end of the program, is an individual project on a topic of interest to the student. The remaining seven courses (21 hours) are elective graduate courses in liberal arts and science disciplines selected by the student upon consultation with the director. Elective courses must be selected from at least three different course designators.

In all MLA degree programs of study, students are limited to no more than 12 hours in any one designator.\* Cross-listed courses may not be included in these 12 hours.

<b>Required Program</b>	<b>Semester Hours</b>
LART 601 The Search for Order: The Empirical Eye	3
LART 602 The Search for Order: The Rational Eye	3
LART 603 The Search for Order: The Intuitive Eye	3
LART 604 Capstone Colloquium	3
500-600 level electives	21
<b>Total Semester Hours</b>	<b>33</b>

Within the 21 elective hours, 3 subject designators must be represented.\*\*

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with advisor.

\*For cross-listed courses, both designators contribute to the designator count. For example, HIST 509 cross-listed with AAMS 509 contributes to both the AAMS and HIST designator counts.

\*\*As above, for cross-listed courses, both designators contribute to the designator count.

### **Master of Liberal Arts with a concentration in Political and Civic Engagement**

#### **Admission Requirements**

Admission to the program requires a baccalaureate degree, a 5-6 page double-spaced essay describing why the applicant wishes to enter the program, two letters of recommendation, and an interview with the program director. Although the entire application is reviewed when making admission decisions, a minimum GPA of 3.0 during the undergraduate career is preferred. The letters of recommendation requirement may be waived based on extenuating circumstances after an applicant has conferred with the Program Director.

These materials are reviewed by the MLA admissions committee which makes its recommendation to the MLA program director. Additional information about the program and the admission process can be obtained from Dr. Siobhan Brownson, Director of the MLA Program, [mla@winthrop.edu](mailto:mla@winthrop.edu), 109 Bancroft Hall, Winthrop University, Rock Hill, SC 29733, 803/323-4485.

### Program Requirements

The Master of Liberal Arts degree requires completion of 33 semester hours of approved graduate-level courses as indicated below, at least half of which must be 600-level courses. Twelve hours are in four courses designed for the program. Three of these courses are interdisciplinary colloquia developed on the theme, "The Search for Order." These courses explore this search by examining how order is brought to our world through empirical, rational and intuitive means. The fourth required course, to be taken at the end of the program, is an individual project on a topic of interest to the student. The remaining seven courses (21 hours) are elective graduate courses in liberal arts and science disciplines selected by the student upon consultation with the director. Elective courses must be chosen from at least three different course designators.

In all MLA degree programs of study, students are limited to no more than 12 hours in any one designator.\* Cross-listed courses may not be included in these 12 hours.

The concentration in Political and Civic Engagement consists of 12 hours of approved courses (see list that follows). In addition, the Capstone Colloquium (LART 604) must focus on a topic or theme directly related to the concentration.

Required Program	Semester Hours
LART 601 The Search for Order: The Empirical Eye	3
LART 602 The Search for Order: The Rational Eye	3
LART 603 The Search for Order: The Intuitive Eye	3
LART 604 Capstone Colloquium	3
Courses within the Concentration*	12
500-600 level electives	9
<b>Total Semester Hours</b>	<b>33</b>

#### Notes:

- 500-level course credit earned as an undergraduate at Winthrop University cannot be applied to this concentration and cannot be re-taken for graduate credit.
- Registration for GSTC 600, Continuing Graduate Studies, may be required if LART 604 is not completed within the semester for which it is registered. Check with the program director.
- Within the concentration and electives, and outside of the LART core courses, a minimum of 3 subject designators is required. Cross-listed courses cannot be considered two designators. For example, AAMS 518, cross listed with PLSC 518, contributes to both the AAMS and PLSC designators.

- Either within the concentration, or within electives, at least two courses must be above 599.

**\*Courses within the Concentration**

The MLA concentration in Political and Civic Engagement consists of 12 hours of courses in a wide range of disciplines; at least two designators must be represented within the concentration. And as mentioned above, cross-listed courses cannot be considered two designators. For example, AAMS 518, cross listed with PLSC 518, contributes to both the AAMS and PLSC designators

Choose 12 hours of 500- or 600-level courses from the following, subject to the approval of the program advisor:

GEOG 500 - Global Sustainable Development (3).  
 HIST 501 – The History of Social Movements in America (3)  
 HIST 505 - History of South Carolina (3).  
 HIST/AAMS 509 – African American History (3)  
 HIST 547 – History of Modern Russia (3)  
 HIST 555 - Chinese Foreign Relations (3).  
 HIST 560 - The History of Mexico and Central America (3).  
 HIST 625 - 20th-Century U S Foreign Policy (3).  
 PLSC 504 - American Foreign Policy (3).  
 PLSC 505 - Government and Politics of Modern China (3).  
 PLSC 506 - International Political Economy (3).  
 PLSC 507 - Social Movements (3).  
 PLSC 512 - Education Politics and Policy (3).  
 PLSC/AAMS 515 - Urban Politics and Policy (3).  
 PLSC/AAMS 518 - Politics of the American South (3).  
 PLSC/AAMS 551 – African American Political Thought  
 PLSC 553/WMST 553 – Feminist Political Theory  
 PLSC 631 - Globalization and International Politics (3).  
 PLSC 632 - Global Women's Engagement (3).  
 PLSC 633 - International Organizations (3).  
 PLSC 641 - Community Organizing and Grassroots Advocacy (3).  
 PLSC 642 - Political Violence (3).  
 PSYC 512 – The Exceptional Child (3).  
 PSYC 517 – Psychology of Aging (3).  
 PSYC/WMST 503 – Psychology of Gender and Sexuality (3).  
 SOCL/GRNT 504 - Sociology of Aging (3).  
 SOCL 508 – International Migration (3).  
 SOCL 525 – Sociology of Law (3).

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## **Biology**

### **Graduate Faculty**

#### **Professors**

Dwight D. Dimaculangan  
William Rogers  
Julian P.S. Smith III  
Kristi M. Westover

#### **Associate Professors**

Eric Birgbauer  
Laura N. Glasscock  
Kunsiri Grubbs

#### **Assistant Professors**

Kathryn Kohl  
Matthew Stern

### **Master of Science in Biology**

**Graduate Program Director: Dr. Kristi M. Westover, 803/323-2111 ext. 6180**

### **Application Requirements**

In addition to the general requirements for admission to graduate study at Winthrop, admission to the program for the Master of Science degree in biology requires the applicant to:

1. Successfully complete an undergraduate major in biology or its equivalent, and one year of general chemistry.
2. Submit two letters of recommendation to the Graduate School.
3. Submit an essay describing personal and professional goals.
4. Submit official scores on the General Test of the Graduate Record Examination to the Graduate School. Eligibility for admission to the program is based on the following point scale:

<b>Grade-point average</b>	<b>Points</b>	<b>GRE-Verbal Score Percentile</b>	<b>Points</b>	<b>GRE-Quantitative Score Percentile</b>	<b>Points</b>
3.76-4.00	8	80% or above	7	85% or above	7
3.51-3.75	7	70-79%	6	65-84%	6
3.26-3.50	6	50-69%	5	50-64%	5

Grade-point average	Points	GRE-Verbal Score Percentile	Points	GRE-Quantitative Score Percentile	Points
3.01-3.25	5	35-49%	4	35-49%	4
2.76-3.00	4	20-34%	3	20-34%	3
2.51-2.75	3	19% or below	2	19% or below	2
2.26-2.50	2				
2.01-2.25	1				
Below 2.00	0				

The points from each of the three areas listed in the above table will be computed and the total applied to the following scale\*:

<u>Eligibility Score</u>	<u>Status</u>
12-22	Eligible for interview, then admit or deny
4-11	Admission denied

Applicants with admission scores between 12 and 22 will be contacted by Dr. Kristi M. Westover, Director of Graduate Studies, Department of Biology, Winthrop University, Rock Hill, SC, 29733, 803/323-2111, ext. 6180 to schedule an appointment for an interview. The final admission decision is at the discretion of the Biology Graduate Admissions Committee.

\*This eligibility score scale does NOT apply to admission decisions for the Accelerated MS Biology program.

The Graduate Admissions Committee also considers GRE Writing and Biology Subject Exam scores when making admissions decisions and advising new students.

Applicants should submit all admission credentials to the Graduate School office by **April 15 for fall admission**. After the Biology Department reviews the materials, the applicant will be notified in writing by the Graduate School Office of the admission decision.

The Master of Science degree in Biology requires the completion of at least 30 semester hours of approved graduate-level courses. At least half the work presented for the degree must be 600-level courses. At least 24 semester hours of these courses must be in biology.

Each graduate student in biology, before receiving the Master of Science degree, must attend a minimum of five departmental seminar programs. Attendance does not carry course credit.

### **Program Requirements With Thesis**

Each student must complete 30 semester hours of course work including a thesis. Each student has an advisory committee of three faculty members, including a principal advisor who directs and approves thesis research and writing. The thesis is defended before the advisory committee, and a seminar presentation is given to the entire faculty.

<b>Required Program</b>	<b>Semester Hours</b>
BIOL 601 Theory and Method in Biology	3
BIOL 610 Recent Advances in Molecular and Cellular Biology OR BIOL 611 Recent Advances in Organismic and Developmental Biology OR BIOL 612 Recent Advances in Environmental and Evolutionary Biology	3
BIOL 695 Thesis	3
BIOL 696 Thesis	3
BIOL 697 Presentation of Biological Research	1
500-600 level BIOL electives	11
500-600 level approved electives	6
<b>Total Semester Hours</b>	<b>30</b>

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. The student should check with the advisor.

### **Program Requirements Without Thesis**

The Master of Science degree in biology without a thesis requires the completion of at least 33 hours of approved graduate-level courses. At least half the work presented for the degree must be 600-level courses.

Immediately upon entering the graduate program, the student should develop, with the assigned advisor, an individual course of study which meets the requirements for the degree and the student's objectives.

<b>Required Program</b>	<b>Semester Hours</b>
BIOL 601 Theory and Method in Biology	3
One course from the following: BIOL 610, BIOL 611, BIOL 612	3
Two Courses from amongst the following: BIOL 610, BIOL 611, BIOL 612, BIOL 629, BIOL 630, BIOL 631, BIOL 632, BIOL 633 (excluding the course taken to satisfy the above requirement)	6

Select at least three hours from each of the following three areas: **9-12**

### **Ecology/Evolution**

- BIOL 505 Primate Biology
- BIOL 513 Organic Evolution
- BIOL 515 Environmental Biology
- BIOL 518 Animal Behavior
- BIOL 551 Conservation Biology
- BIOL 552A Conservation Biology Practicum: Field Conservation Biology in the Tropics
- BIOL 552B Conservation Biology Practicum: Field Conservation Biology in the Local Community
- BIOL 560 Bioinformatics

BIOL 632 Advanced Topics in Ecology/Evolutionary Biology

### **Organismal/Developmental/Integrative**

BIOL 505 Primate Biology  
BIOL 508 Invertebrate Biology  
BIOL 510 Vertebrate Natural History  
BIOL 511 Ornithology  
BIOL 518 Animal Behavior  
BIOL 519 Mechanisms of Disease  
BIOL 524 Advanced Botany  
BIOL 528 Biology of Bone  
BIOL 631 Advanced Topics in Organismal and Developmental Biology  
BIOL 633 Advanced Topics in Physiology/Integrated Biology

### **Cell/Molecular**

BIOL 519 Mechanisms of Disease  
BIOL 522 Immunology  
BIOL 529 Stem Cell Biology  
BIOL 530 Current Methods in Microscopy  
BIOL 555 Molecular Biology  
BIOL 557 Genetic Engineering  
BIOL 560 Bioinformatics  
BIOL 629 Advanced Topics in Cellular/Molecular Biology  
BIOL 630 Advanced Cellular and Molecular Biology Lab

500-600 level BIOL electives: **6-15**

Select additional courses from those listed in the areas above and/or from the following:

BIOL 540 Special Topics in Biology  
BIOL 605 Bioethics  
BIOL 620 Supervised Laboratory Instruction  
BIOL 640 Readings in Biology  
BIOL 670 Biological Statistics  
BIOL 671 Graduate Research in Biology

500-600 level approved electives: **0-6**

### **Total Semester Hours: 33**

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with advisor.

### **Accelerated BS – MS Program**

This option is intended for well-qualified students in the Winthrop BS in Biology program who will complete up to 9 hours of the work for the MS in Biology degree program while enrolled in the undergraduate degree program. This option requires completion of 33 hours of approved graduate-level courses. At least half the work presented for the degree must be 600-level

courses. This program does not include the option of a thesis. Applicants wishing to carry out thesis research should select the two-year MS with thesis program option.

### Admission Requirements

Applicants to the MS in Biology Accelerated program must hold a baccalaureate degree in Biology (or equivalent) from an accredited university or college and must have completed that degree within one year of beginning the program. Additional admissions requirements include:

1. 3.0 GPA in the major with a minimum grade of B or better in all undergraduate courses undertaken for graduate credit. Graduate credit for these courses can only be received if the applicant completed all of the additional requirements for graduate students taking 500-level courses.
2. 3.0 overall GPA
3. GRE verbal, quantitative and writing scores at or above the 50<sup>th</sup> percentile

Applicants should submit all admission credentials to the Graduate School office by **April 15 for fall admission**. Students accepted into the MS in Biology Accelerated Program may submit up to 9 hours of 500-level courses (or equivalent advanced undergraduate courses) taken as undergraduates for credit toward the MS in Biology degree, provided that 1) these courses were taken for graduate credit with the extra requirements for graduate students and 2) that the grades for these courses were a B or better.

Required Program	Semester Hours
BIOL 601 Theory and Method in Biology	3
One course from the following: BIOL 610, BIOL 611, BIOL 612	3
Two Courses from amongst the following: BIOL 610, BIOL 611, BIOL 612, BIOL 629, BIOL 630, BIOL 631, BIOL 632, BIOL 633 (excluding the course taken to satisfy the above requirement)	6
500-600 level BIOL electives	15
500-600 level approved electives	6

**Total Semester Hours: 33**



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## **English**

### **Graduate Faculty**

#### **Professors**

Siobhan C. Brownson  
Jack E. DeRochi  
Matthew A. Fike  
Gloria Godfrey Jones  
Josephine A. Koster  
Robert G. Prickett  
Kelly L. Richardson

#### **Associate Professors**

Leslie W. Bickford  
Debra C. Boyd  
Casey A. Cothran  
Amanda Hiner  
Dustin M. Hoffman  
Allan Nail

#### **Assistant Professors**

Devon Ralston  
Ephraim Scott Sommers

### **Master of Arts in English**

**Graduate Program Director: Dr. Dustin M. Hoffman, 803/323-2545**

#### **Admission Requirements**

Admission to the program for the Master of Arts degree in English requires the successful completion of 24 semester hours of approved courses in English, such as a major figures course, a period course, and a course in advanced composition or its equivalent at the undergraduate or graduate level, in addition to the general requirements for admission to graduate study at Winthrop. Applicants are expected to have a GPA of 3.0 or better in all English courses and an overall GPA of at least 2.8 on a four-point scale.

In addition to the general admission requirements to graduate study at Winthrop, applicants should submit a writing sample consisting of an original critical paper on a literary or rhetorical/composition subject of at least ten double-spaced typed pages.

Students wishing to be considered for assistantships or scholarships in the Department must also submit two letters of recommendation, the appropriate application forms, a résumé/CV, and a brief statement of intent. These materials should be sent directly to the Graduate Program Director, Dr. Dustin M. Hoffman (hoffmandm@winthrop.edu).

### **Program Requirements With Thesis**

The Master of Arts degree in English with thesis requires the completion of at least 33 hours of approved graduate-level courses, including 3 semester hours of thesis and 3 hours of ENGL 694: Graduate Studio in English. At least half the work presented for the degree must be 600-level courses. Students wishing to elect this option must apply for the approval of the English Graduate Committee after they have completed 9 hours in the program; they may not register for ENGL 695 until that approval is granted.

Immediately upon entering the graduate program, the student should develop, with the assigned advisor, an individual course of study that meets the requirements for the degree and the student's objectives.

To be eligible for graduation, a student must fulfill all course requirements, submit the required assessment portfolio, and perform satisfactorily on a final comprehensive examination.

<b>Required Program</b>	<b>Semester Hours</b>
ENGL 600 Introduction to English Studies or its equivalent*	3
Theory Course (ENGL 602, WRIT 502, WRIT 503, or WRIT 610)*	3
ENGL 695 Thesis**	3
British Literature prior to 1784*	3
British Literature after 1784*	3
American Literature*	3
ENGL 694 Graduate Studio in English	3
Collateral courses in supporting areas or departments*	0-9
500-600 level ENGL, WRIT and/or ENGE electives	3-12
<b>Total Semester Hours</b>	<b>33</b>

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with advisor.

\*These requirements are to assure a variety of experiences. If the student has a strong background in a particular area, he or she may substitute another course or area with the approval of the Graduate Program Director.

\*\*Before registering for ENGL 695, Thesis, the student must have successfully completed 6 semester hours of a foreign language or have passed a language examination approved by the department or, in appropriate circumstances, present acceptable evidence of proficiency in a research competency such as programming languages or statistics.

### **Program Requirements With Thesis—Concentration in Rhetoric and Composition**

The Master of Arts degree in English with a Concentration in Rhetoric and Composition with thesis requires the completion of at least 33 hours of approved graduate-level courses, including 3 semester hours of thesis and 3 hours of ENGL 694: Graduate Studio in English. At least half the work presented for the degree must be 600-level courses. Students wishing to

elect this option must apply for the approval of the English Graduate Committee after they have completed 9 hours in the program; they may not register for ENGL 695 until that approval is granted.

Immediately upon entering the graduate program, the student should develop, with the assigned advisor, an individual course of study that meets the requirements for the degree and the student's objectives.

To be eligible for graduation, a student must fulfill all course requirements, submit the required assessment portfolio, and perform satisfactorily on a final comprehensive examination

<b>Required Program</b>	<b>Semester Hours</b>
ENGL 600 Introduction to English Studies or its equivalent*	3
Theory Course (WRIT 502, WRIT 503, WRIT 610, or ENGL 602) or its equivalent*	3
ENGL 694 Graduate Studio in English	3
ENGL 695 Thesis**	3
British Literature prior to 1784*	3
British Literature after 1784*	3
American Literature*	3
A seminar in Rhetoric and Composition—either WRIT 610 or WRIT 615	3
A course in new directions in Rhetoric and Composition (WRIT 501 or WRIT 510 on an appropriate topic, or course approved by the Graduate Director)	3
Two elective courses at the 500- or 600-level in WRIT or ENGL from the following list: WRIT 500, 501, 502, 510, 511, 599, 610, 615; ENGL 507, 510, 530, 550, 615, 620, 655, 697, 698) or courses approved by the Graduate Director	6
<b>Total Semester Hours</b>	<b>33</b>

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with the Graduate Program Director.

\*These requirements are to assure a variety of experiences. If the student has a strong background in a particular area, he or she may substitute another course or area in consultation with the advisor.

\*\*Before registering for ENGL 695, Thesis, the student must have successfully completed 6 semester hours of a foreign language or have passed a language examination approved by the department or, in appropriate circumstances, present acceptable evidence of proficiency in a research competency such as programming languages or statistics.

### **Program Requirements Without Thesis**

The Master of Arts degree in English without a thesis requires the completion of at least 30 hours of approved graduate-level courses. At least half the work presented for the degree must be 600-level courses.

Immediately upon entering the graduate program, the student should develop, with the assigned advisor, an individual course of study that meets the requirements for the degree and the student's objectives.

To be eligible for graduation, a student must fulfill all course requirements, submit the required assessment portfolio, and perform satisfactorily on a final comprehensive examination.

<b>Required Program</b>	<b>Semester Hours</b>
ENGL 600 Introduction to English Studies or its equivalent*	3
Theory Course (WRIT 502, WRIT 503, WRIT 610, or ENGL 602) or its equivalent*	3
British Literature prior to 1784*	3
British Literature after 1784*	3
American Literature*	3
ENGL 694 Graduate Studio in English	3
Collateral courses in supporting areas or departments*	9
ENGL, WRIT, and/or ENGE electives	3-12
<b>Total Semester Hours</b>	<b>30</b>

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with the Graduate Program Advisor.

\*These requirements are to assure a variety of experiences. If the student has a strong background in a particular area, he or she may substitute another course or area in consultation with the Graduate Program Advisor.

\*\* Before registering for the 25th semester hour of the program, students must have successfully completed 6 semester hours of a foreign language or have passed a language examination approved by the department or, in appropriate circumstances, present acceptable evidence of proficiency in a research competency such as programming languages or statistics.

### **Accelerated BA – MA Program**

This option is intended for well-qualified students in the Winthrop BA in English program who will complete up to 9 hours of the work for the MA in English degree program while enrolled in the undergraduate degree program. This option requires completion of 30 hours of approved graduate-level courses. At least half of the work presented for the degree must be 600-level courses. A combined BA – MA in English with thesis requires completion of 33 hours of approved graduate-level courses, including ENGL 695 (Thesis); at least half of the work presented for the degree must be 600-level courses.

### **Admission Requirements**

Applicants to the English BA – MA Program must meet the following requirements:

1. Submit [Intent to Pursue](#) form no later than fall of senior year; consult the Graduate Program Director for the specific date when applications are due.

2. Have an overall GPA of 3.0 and a GPA of 3.25 in ENGL, ENGE, and WRIT courses;
3. Have successfully completed at least two of the following: ENGL 203, 208, 211;
4. Be enrolled in ENGL 300 or have successfully completed it with a grade of B or better;
5. Have successfully completed a foreign language through the 102 level;
6. Be enrolled in or have completed at least one 500-level ENGL course with a grade of B or better.
7. Applicants should submit a writing sample consisting of an original critical paper on a literary or rhetorical/composition subject of at least ten double-spaced typed pages.

After students are admitted into the combined BA – MA program, they may submit up to 9 hours of 500-level courses in ENGL, WRIT, and/or ENGE taken while undergraduates for credit toward the MA in English degree, provided that 1) these courses are taken for graduate credit with the extra requirements for graduate students and 2) that the grades for these courses are a B or better.

Immediately upon entering the graduate program, the student should develop, with the Graduate Director, an individual course of study which meets the requirements for the degree and the student’s objectives.

To be eligible for graduation, a student must fulfill all course requirements, submit the required assessment portfolio, and perform satisfactorily on a final comprehensive examination.

<b>Combined BA-MA Without Thesis: Program Requirements*</b>	<b>Semester Hours</b>
ENGL 600 Introduction to English Studies or its equivalent*	3
Theory Course (WRIT 502, WRIT 503, WRIT 610, or ENGL 602)	3
British Literature prior to 1784*	3
British Literature after 1784*	3
American Literature*	3
ENGL 694 Graduate Studio in English	3
ENGL, WRIT, and/or ENGE electives or approved substitutions; up to 6 hours may be in collateral areas	12
<b>Total Semester Hours</b>	<b>30</b>

<b>Combined BA-MA With Thesis: Program Requirements*</b>	<b>Semester Hours</b>
ENGL 600 Introduction to English Studies or its equivalent*	3
Theory Course (WRIT 502, WRIT 503, WRIT 610, or ENGL 602)	3
British Literature prior to 1784*	3
British Literature after 1784*	3
American Literature*	3
ENGL 694 Graduate Studio in English	3
ENGL, WRIT, and/or ENGE electives or approved substitutions; up to 6 hours may be in collateral areas	12

<b>Combined BA-MA With Thesis: Program Requirements*</b>	<b>Semester Hours</b>
ENGL 695 Thesis**	3
ENGL 670 Graduate Research in English	0
<b>Total Semester Hours</b>	<b>33</b>

Notes: Students wishing to take courses for graduate credit while still undergraduates are responsible for completing the appropriate procedures with the Graduate Program Director and the Office of Records and Registration in a timely manner. Students wishing to apply for a Writing Center graduate assistantship must complete WRIT 500 as undergraduates. Students may not “retroactively” complete graduate-level work in previously-taken 500-level courses in order to use them in this program.

Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with the Graduate Program Director.

\*These requirements are to assure a variety of experiences. If the student has a strong background in a particular area, he or she may substitute another course or area with the approval of the advisor.

\* Before registering for the 25<sup>th</sup> semester hour of the program, students choosing the non-thesis option must have successfully completed 6 semester hours of a foreign language or have passed a language examination approved by the department or, in appropriate circumstances, present acceptable evidence of proficiency in a research competency such as programming languages or statistics.

\*\*Before registering for ENGL 695, Thesis, students choosing the thesis option must have successfully completed 6 semester hours of a foreign language or have passed a language examination approved by the department or, in appropriate circumstances, present acceptable evidence of proficiency in a research competency such as programming languages or statistics.

## **History**

### **Graduate Faculty**

#### **Professors**

Gregory S. Crider  
J. Edward Lee

#### **Associate Professors**

L. Andrew Doyle  
Dave Pretty

#### **Assistant Professors**

Gregory Bell  
Catherine Chang

## Master of Arts in History

Graduate Program Director: Dr. J. Edward Lee, 803/323-4844

### Admission Requirements

Preference for admission to the program for the Master of Arts in History will be given to candidates who have completed at least 18 semester hours of undergraduate coursework in history, earned a minimum overall GPA of 3.0 and a GPA of 3.2 in history courses, and submitted a score of 150 or higher on the verbal section of the Graduate Records Examination. Should the admissions committee determine that additional items are required for review, they may require at least two letters of recommendation and a formal writing sample. Admission for candidates with fewer hours in history and/or lower GRE scores will be considered on a case-by-case basis.

### Exit Requirements

To be eligible for graduation, the student must perform satisfactorily on a comprehensive examination administered by the department.

### Program Requirements With Thesis

The Master of Arts degree in history with thesis requires the completion of at least 30 hours of approved graduate-level courses including a thesis. At least half the work presented for the degree must be 600-level courses.

If the student has not taken HIST 300 or its equivalent prior to admission, he or she must take it in the first semester of graduate study. In exceptional circumstances, a student may demonstrate research and writing skills at a level that meets the approval of the chair and graduate director and receiving their approval.

Students wishing to pursue the thesis option must obtain the permission of a committee comprised of the department chair, graduate director, and an additional faculty member.

Immediately upon entering the graduate program, the student should develop with the assigned advisor an individual course of study which meets the requirements for the degree and the student's objectives.

Required Program	Semester Hours
HIST 603 or 604	3
500-600 level approved HIST courses	12-24
500-600 level approved collateral courses in supporting areas or departments	0-9
HIST 695 Thesis	3
HIST 696 Thesis	3
<b>Total Semester Hours</b>	<b>30</b>

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with advisor.

### Foreign Language Requirement

In addition to the requirements stated above, before registering for HIST 695, Thesis, the

student must have successfully completed 6 semester hours of a foreign language or have passed a language examination approved by the department.

### **Program Requirements Without Thesis**

The Master of Arts in history without a thesis requires the completion of at least 30 hours of approved graduate-level courses. At least half the work presented for the degree must be 600-level courses.

If the student has not taken HIST 300 or its equivalent prior to admission, he or she must take it in the first semester of graduate study. In exceptional circumstances, a student may demonstrate research and writing skills at a level that meets the approval of the chair and graduate director receiving their approval.

Immediately upon entering the graduate program, the student should develop with the assigned advisor an individual course of study which meets the requirements for the degree and the student's objectives.

<b>Required Program</b>	<b>Semester Hours</b>
HIST 603-604	3
500-600 level approved HIST courses	18-27
500-600 level approved collateral courses in supporting areas or departments	0-9
<b>Total Semester Hours</b>	<b>30</b>

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with advisor.

### **Foreign Language Requirement**

In addition to the requirements stated above, before registering for the 25th semester hour of the program, the student must have successfully completed 6 semester hours of a foreign language or have passed a language examination approved by the department.

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## **Human Nutrition**

### **Graduate Faculty**

#### **Associate Professor**

Wanda Koszewski

#### **Master of Science in Human Nutrition**

**Graduate Program Director: Dr. Wanda Koszewski, 803/323-4520**

### **Admission Requirements**

In addition to the general admission requirements to graduate study at Winthrop, applicants should submit two professional recommendations. In the online admissions application, you will be required to provide names and email addresses of two individuals from whom you have



requested a recommendation. These two people will then receive an email asking them to complete the online recommendation form. It's a good idea to talk with these individuals ahead of time so they will be expecting the email when they receive it. You will receive an email notification when the form has been submitted. Applicants must also have a minimum undergraduate GPA of 3.0 (on a 4.0 scale) and provide an official test score for the General Test of the GRE. Applicants must have a minimum combined Verbal and Quantitative GRE score of 293 and minimum 3.0 Analytical Writing score. GRE requirement is waived if undergraduate GPA is 3.2 or higher.

### Required Program

The Master of Science degree in human nutrition requires the completion of at least 30 hours of approved graduate level courses. At least half the work presented for the degree must be 600-level courses. No more than six hours from another graduate school may be transferred. No more than six hours from the Winthrop University Dietetic Internship may be applied to MS degree program in human nutrition.

<b>Required Program With Thesis</b>	<b>Semester Hours</b>
Core Courses:	
MATH 546 Applied Statistics for the Sciences	3
NUTR 600 or 604 or 627C	3
NUTR 607	3
NUTR 624 Vitamin & Mineral Metabolism	3
Electives:	
500-600 level NUTR courses	9
500-600 level ANTH, BADM, BIOL, CHEM, CSDV, ECON, EDUC, FINC, GEOG, HLTH, MATH, MGMT, MKTG, MCOM, PHED, PLSC, PSYC, QMTH, SOCL, WRIT, or NUTR	3
NUTR 695 Thesis	3
NUTR 696 Thesis	3
<b>Total Semester Hours</b>	<b>30</b>

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with advisor.

<b>Required Program Without Thesis</b>	<b>Semester Hours</b>
Core Courses:	
MATH 546 Applied Statistics for the Sciences	3
NUTR 600 or 604 or 627C	3
NUTR 607	3
NUTR 624 Vitamin & Mineral Metabolism	3
Electives:	
500-600 level NUTR courses (two 600-level courses are required)	15
500-600 level ANTH, BADM, BIOL, CHEM, CSDV, ECON, EDUC, FINC, GEOG, HLTH, MATH, MGMT, MKTG, MCOM, PHED, PLSC, PSYC, QMTH, SOCL, WRIT, or NUTR	3
<b>Total Semester Hours</b>	<b>30</b>

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with advisor.

A Master of Science degree option is available which incorporates the Accreditation Council in Nutrition and Dietetics (ACEND) accredited Dietetic Internship. No more than six hours of internship credit may be applied to the Master of Science degree in human nutrition. Contact information is The Accreditation Council for Education in Nutrition and Dietetics of the Academy of Nutrition and Dietetics, 120 South Riverside Plaza, Suite 2190, Chicago, IL 60606, 800/877-1600 ext. 5400.

Application requirements are available on the dietetic internship website, [www.winthrop.edu/nutrition](http://www.winthrop.edu/nutrition). Internship application materials, application checklist and information on the early acceptance option are available on the same website and from the Department of Human Nutrition, 302 Dalton Hall, 803/323-2101. You may contact the Dietetic Internship Director, Ms. Stephanie Nielsen at [niensens@winthrop.edu](mailto:niensens@winthrop.edu) for additional information.

Prior to registration, applicants must complete ACEND Didactic Program in Dietetics (DPD) requirements. Acceptance into the internship is contingent upon academic standing, receiving a DPD Verification Statement from an ACEND accredited institution, Graduate Record Examination scores, references, and personal interview. Please see the website, <http://www.winthrop.edu/cas/nutrition/default.aspx?id=21483> for more information.

<b>Required Program With Thesis and Internship</b>	<b>Semester Hours</b>
Core Courses	
MATH 546 Applied Statistics for the Sciences	3
NUTR 600 or 604 or 627C	3
NUTR 607	3
NUTR 624 Vitamin & Mineral Metabolism	3
Electives:	
500-600 level NUTR courses	6
ACEND Dietetic Internship*	6
NUTR 528 Dietetic Internship I: Supervised Practice Experience (3)	
NUTR 529 Dietetic Internship II: Supervised Practice Experience (3)	
NUTR 530 Dietetic Internship III: Supervised Practice Experience (3)	
NUTR 531 Dietetic Internship IV: Supervised Practice Experience (3)	
*Interns take 12 hours of coursework; however, only 6 hours apply to the degree program	
NUTR 695 Thesis	3
NUTR 696 Thesis	3
<b>Total Semester Hours</b>	<b>30</b>

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with advisor.

<b>Required Program With Internship and Without Thesis</b>	<b>Semester Hours</b>
Core Courses	
MATH 546 Applied Statistics for the Sciences	3
NUTR 600 or 604	3
NUTR 607 or 627C	3
NUTR 624 Vitamin & Mineral Metabolism	3
Electives:	
500-600 level NUTR elective	6
600-level NUTR elective	3
500-600 level electives ANTH, BADM, BIOL, CHEM, CSDV, ECON, EDUC, FINC, GEOG, HLTH, MATH, MCOM, MGMT, MKTG, PHED, PLSC, PSYC, QMTH, SOCL, WRIT, or NUTR	3
ACEND Dietetic Internship*	6
NUTR 528 Dietetic Internship I: Supervised Practice Experience (3)	
NUTR 529 Dietetic Internship II: Supervised Practice Experience (3)	
NUTR 530 Dietetic Internship III: Supervised Practice Experience (3)	
NUTR 531 Dietetic Internship IV: Supervised Practice Experience (3) *Interns take 12 hours of coursework; however, only 6 hours applies to the degree program	
<b>Total Semester Hours</b>	<b>30</b>

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**Graduate Certificate Program – Dietetic Internship**  
**Internship Director – Stephanie Nielsen, 803/323-4521**

The internship is a competency-based program which prepares graduates to meet or exceed entry-level competency standards for registered dietitians. The dietetic internship program at Winthrop University is currently granted continuing accreditation by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics. The address and phone number of ACEND are: 120 South Riverside Plaza, Suite 2190, Chicago, IL 60606-6995, 800/877-1600 ext. 5400.

The program combines theoretical and practical experiences that enable future dietetic professionals the opportunity to expand their knowledge and ability to excel in such areas of dietetics as medical nutrition therapy, public/community health nutrition, corporate wellness programs, sports nutrition, and school foodservice.

The Dietetic Internship program admits students only once per year, for fall semester.

## Admission Requirements

Students are required to have a baccalaureate degree conferred by a regionally accredited college or university and hold an ACEND didactic program in dietetics (DPD) Verification Statement before they enter the Dietetic Internship program. Applying for this program is a two-step process:

1. Applicants must apply through Dietetic Internship Centralized Application Services (DICAS) at <https://portal.dicas.org/>. Application requirements are available on the dietetic internship website: [www.winthrop.edu/cas/nutrition/default.aspx?id=21483](http://www.winthrop.edu/cas/nutrition/default.aspx?id=21483). Internship application materials, application checklist and information on the early acceptance option are also available on this website and from the Department of Human Nutrition, 302 Dalton Hall, 803/323-2101. Interns who successfully complete will receive a Verification Statement and be eligible to take the Registration Examination for Dietitians administered by the Commission on Dietetic Registration.
2. Interns who are accepted through DICAS and matched with Winthrop University Dietetic Internship will be contacted and instructed to apply for admission to Winthrop's Dietetic Internship Certificate Program through the graduate school's online application as soon as possible. Application requirements include the online graduate school application, copy of GRE scores, and official transcript(s) sent directly to Winthrop from the issuing institution(s).

Acceptance into the program is highly competitive. Selection criteria are based on the strength of the undergraduate academic record, relevant work experience in the field of dietetics, letters of recommendation, volunteer and other experiences, personal interview, and scores on the GRE. The selection committee, composed of professionals in the field of dietetics and faculty members, evaluates the applications, interviews the candidates, and ranks them accordingly.

### **DIETETIC INTERNSHIP COURSES\* required in the program include the following:**

**NUTR 528 (3).** Dietetic Internship I: Supervised Practice Experience. ACEND accredited dietetic internship.

**NUTR 529 (3).** Dietetic Internship II: Supervised Practice Experience. ACEND accredited dietetic internship.

**NUTR 530 (3).** Dietetic Internship III: Supervised Practice Experience. ACEND accredited dietetic internship.

**NUTR 531 (3).** Dietetic Internship IV: Supervised Practice Experience. ACEND accredited dietetic internship.

**\*Dietetic Interns complete NUTR 528 and 529 in the fall and NUTR 530 and 531 in the spring. Six hours of course work may be counted toward the M.S. degree in Human Nutrition; in addition, interns may take NUTR 604, which may be applied toward the MS degree requirements.**

## **Certificate Program – Maternal-Infant Nutrition & Lactation**

*\*Pending approval from CHE*

**Program Director – Dr. Hope Lima, 803/323-4553**

The Certificate in Lactation program is available for undergraduate and graduate degree-seeking students already enrolled at Winthrop University. Prospective students not currently enrolled in a degree program will apply as an undergraduate or graduate non-degree student and complete the courses as described below. Upon completion of all certificate courses, students must complete "Application for Completion of Graduate Certificate" with the Office of Records and Registration.

Students completing Winthrop University's Certificate in Human Lactation meet or exceed the minimum didactic requirements of the International Board of Lactation Consultant Examiners (IBLCE) of 90 hours of lactation-specific education (must be completed within the 5 years immediately prior to applying for the examination). Upon completion of the clinical practicum, students will meet or exceed the clinical requirements through the Pathway 3 process to sit for the IBCLC Certification Exam. IBLCE is the international accrediting body for Lactation Consultants. The address, phone number, and email of IBLCE for the Americas and Israel are: 10301 Democracy Lane, Suite 400, Fairfax, VA 22030, United States of America; +1 703-560-7330; [iblce@iblce.org](mailto:iblce@iblce.org).

Prior to completion of the clinical practicum portion of the certificate, students will be required to complete the 3 other courses included in the certificate program (or have transferred in the equivalent) with a minimum GPA of 3.0. Additionally, prior to completion of the clinical practicum, students will be required to complete a Pathway 3 Online Application with IBLCE (2 week approval time) that provides the names and locations of their mentors for approval. At least 10 semester hours within the certificate must be completed through Winthrop University to receive a certificate in Human Lactation.

Required Program	Semester Hours
NUTR 620 Maternal and Child Nutrition	3
NUTR 535 Introduction to Medical Lactation	3
NUTR 536 Medical Lactation Therapy	3
NUTR 590 Clinical Practicum in Human Lactation	5
<b>Total Semester Hours</b>	<b>14</b>

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## **School Psychology**

### **Graduate Faculty**

#### **Professors**

Gary L. Alderman  
Cheryl Fortner-Wood  
Kathy A. Lyon  
Joseph S. Prus  
Jeffrey S. Sinn

Donna Webster-Nelson

### **Associate Professors**

Matthew Hayes

Antigo Martin-Delaney

Melissa Reeves

## **Master of Science in School Psychology**

### **Specialist in School Psychology**

**Graduate Program Directors: Dr. Gary Alderman. 803/323-2117**

The Winthrop School Psychology Program is a three-year, full-time graduate training sequence leading to the Specialist in School Psychology (SSP) degree. Although an interim Master of Science (MS) degree is awarded at the end of the second year, students admitted to the program are expected to complete the full three-year training program.

The Winthrop School Psychology Program is primarily designed to prepare practitioners who are competent to provide a full range of school psychological services including consultation, behavioral intervention, psychoeducational assessment, research, program planning/evaluation and counseling. Students are prepared to work with diverse clients from infancy to young adulthood, including those with low-incidence disabilities, and with families, teachers and others in the schools and community. Opportunities for working under close supervision in rural, suburban and urban settings are afforded students in the program. Although some of the School Psychology graduates subsequently pursue doctoral studies, the primary purpose of the program is the preparation of well-rounded professionals for work in public schools and related settings.

The three-year, full-time program leading to both the Master of Science (MS) and Specialist in School Psychology (SSP) degrees utilizes a highly structured, applied, competency-based approach to training. The curriculum is linked to a comprehensive set of objectives that outline knowledge, skills, and professional work characteristics needed by school psychologists in order to respond effectively to the diverse needs of individuals and systems that we ultimately serve. Program emphasis is placed on psychological and psychoeducational methods whose effectiveness has been demonstrated through behavioral research. A multi-method, multi-source approach to assessment of learning and development helps assure that students attain the competencies needed to be effective school psychologists.

The Winthrop School Psychology Program has been designed to meet national standards of quality and progresses sequentially from foundations courses to methods/practica experiences to a 1,200-hour internship. The training philosophy of the program emphasizes the importance of integrating knowledge and skills under conditions of strong supervision, support and collaboration. Completion of supervised field experience over the last two years of the program provides for closer integration of didactic and experiential components of the curriculum, more immediate application and integration of skills and strong involvement of faculty in this critical stage of training. Low student-to-faculty ratios in all methods/practica courses and weekly sessions with both faculty and credentialed field supervisors during

traineeship and internship help to assure the monitoring and support needed for students to become competent professionals. Collaboration and cooperation among students are also encouraged.

The combined MS/SSP program is fully approved by the National Association of School Psychologists (NASP) and is consistent with the NASP Model for Comprehensive and Integrated School Psychological Services. Winthrop is also fully accredited by the Council for Accreditation of Educator Preparation and the National Council for Accreditation of Teacher Education (NCATE). Upon the attainment of a passing score on the PRAXIS Examination in School Psychology and the recommendation of the program director, graduates of the program qualify to become Nationally Certified School Psychologists (NCSP) and can attain certification as School Psychologists in South Carolina (Level II) and other states.

The job market for school psychologists and Winthrop School Psychology graduates has been historically strong. Over the past thirty years, almost all graduates seeking employment in the field have attained such employment within three months of graduation. Winthrop School Psychology alumni are employed in many states. Their preparation is evaluated very highly by employers. Those who have pursued doctoral studies have also been very successful in gaining admission and in completing their studies.

Immediately upon entering the program, the student should develop, with the program director, an individual course of study that meets the requirements for the degree

## **Curriculum**

The curriculum is organized into four general areas: Psychological and Educational Foundations, Psychoeducational Methods, Traineeship and Internship.

### **Psychological and Educational Foundations**

Coursework covers the theoretical foundations of the science of human behavior and the foundations of education. Psychological foundation areas include human development, child and adolescent psychopathology, and psychological and educational research and statistics. Educational foundation areas include exceptional children, multicultural issues, academic intervention, and organization and operations of schools. This area also includes professional ethics and the history and foundations of professional school psychology.

### **Psychoeducational Methods**

Characterized by a competency-based approach and emphasis on data-based decision-making, coursework in this area involves the acquisition and application of professional knowledge and skills needed to function successfully as a school psychologist. Courses cover diverse models and methods of psychoeducational assessment, behavioral assessment and intervention, counseling and mental health services, and consultation/indirect services to schools and families.

### **Traineeship**

In conjunction with psychoeducational methods courses, students complete a two day per week, paid 450-hour traineeship in the schools during the second year of the program. This experience includes close supervision by both faculty and field supervisors and includes

specific objectives that address school psychology competencies in such areas as assessment, counseling, behavioral assessment and intervention, and consultation.

### **Internship**

During the third year, students complete a paid 1200-hour supervised internship, at least 600 hours of which must be in the schools. Internships in nearby diverse rural, suburban, and urban settings allow students to practice and integrate the full range of school psychological services under supervision of credentialed faculty and field supervisors.

Students return to the university for faculty supervision and one advanced course taken concurrently with internship each semester.

Interns and trainees are required to acquire malpractice insurance coverage at their own expense.

Thus, four sequential levels of training (foundations, psychoeducational methods, traineeship and internship) are provided. All psychoeducational methods courses and most other courses are limited to no more than a 12:1 student-faculty ratio to assure that the training experience is individualized and appropriately supervised.

### **Application Requirements**

1. Completion of the online Graduate School application with the non-refundable application fee;
2. Official transcript(s) from all institutions attended for undergraduate and graduate coursework. Transcripts must be sent directly to Winthrop's Graduate School office from the issuing institution(s). We cannot accept transcripts (even sealed, official transcripts) from individuals.
3. Three recommendations. In the online admissions application, you will be asked to provide names and email addresses of three individuals from whom you have requested recommendations. These three people will then receive an email instructing them to complete the online recommendation form. It's a good idea to talk with these individuals ahead of time so they will be expecting the email when they receive it.
4. Professional resume;
5. Personal statement;
6. Supplemental questionnaire;
7. Official General Test of the Graduate Record Examination (GRE) score;
8. Personal interview\*

\* All application materials should be submitted by January 15 of each academic year. Late applications will be considered as openings exist. Finalists for admission are also expected to participate in a personal interview with the school psychology admissions committee.

Admissions to the program are quite competitive (typically about one in four applicants is admitted). The admissions decisions are focused on the selection of applicants who we believe have the greatest potential to be successful school psychologists.



Prerequisites to admission are 12 hours of prior undergraduate or graduate coursework in five areas: (1) general psychology; (2) human development (child development or child psychology may be acceptable alternatives); (3) experimental psychology or research methods; (4) statistics. While the bulk of these prerequisite areas must be completed prior to admission to the program, one or two may be taken after an applicant is admitted.

### **Master of Science in School Psychology**

The MS requires 36 semester hours of coursework, but the degree is awarded only at the end of the second year. The remaining hours taken during the second year and those taken during the third year, are applied toward the Specialist in School Psychology degree. An additional MS requirement is the passing of a written comprehensive exam.

<b>Required Program for the MS in School Psychology</b>	<b>Semester Hours</b>
PSYC 512 The Exceptional Child	3
PSYC 506 Psychological Measurements	3
PSYC 604 Advanced Studies in Human Development	3
PSYC 510 Behavior Analysis and Change	3
PSYC 606 Applied Behavior Analysis and Intervention	3
PSYC 601 Psychopathology of Childhood & Adolescence	3
PSYC 607 Curriculum-Based Assessment and Academic Interventions	3
PSYC 608 Psychological Assessment for Intervention I	3
PSYC 615 Legal, Ethical, & Professional Issues in School Psychology	3
PSYC 618 Consultation and Indirect Services	3
PSYC 620 School Psychology Traineeship I	3
PSYC 621 School Psychology Traineeship II	3
<b>Total Semester Hours</b>	<b>36</b>

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with advisor.

### **Specialist in School Psychology Degree**

Upon satisfactory completion of course work, internship and culminating performance assessment requirements, the SSP degree will be awarded at the end of the 72 semester hours of the training sequence. The SSP Degree requires a satisfactory performance on a portfolio of professional work completed in field placement. Additionally, students must take the ETS Praxis Examination in School Psychology.

<b>Required Program for the SSP*</b>	<b>Semester Hours</b>
PSYC 603 Therapeutic Psychology: Techniques of Counseling and Psychotherapy	3
PSYC 609 Psychological Assessment for Intervention II	3
PSYC 611 Advanced Therapeutic Psychology: Techniques for Mental Health Services in the Schools	3

<b>Required Program for the SSP*</b>		<b>Semester Hours</b>
PSYC 612	Psychological Assessment for Intervention III	3
PSYC 613	Advanced Statistics and Data Analysis	3
PSYC 614	Research Methods and Applications	3
PSYC 625	Advanced Seminar in School Psychology	3
PSYC 651	School Psychology Internship I	3
PSYC 652	School Psychology Internship II	3
PSYC 653	School Psychology Internship III	3
PSYC 654	School Psychology Internship IV	3
PSYC 619	Contemporary Issues in Family Diversity and Schools	3
<b>Total Semester Hours beyond the MS</b>		<b>36</b>

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with advisor.

\*In addition to all work required for the MS

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## **Social Work**

### **Graduate Faculty**

#### **Associate Professors**

Anthony J. Hill

Wendy Sellers

#### **Assistant Professors**

Kori Bloomquist

Monique Constance-Huggins

Duane Neff

#### **Instructor**

Jennifer McDaniel

ZaDonna M. Slay

Christopher Ward

### **Master of Social Work**

**Graduate Program Director: Dr. Anthony J. Hill, 803/323-2168**

The Department of Social Work offers the Master of Social Work (MSW) degree which is fully accredited by the Council on Social Work Education (CSWE). Graduates are prepared to enter professional positions requiring an MSW degree and are eligible to pursue state licensure in social work.

### **Curriculum Focus**

The MSW Program specialization is in empowerment practice. Empowerment practice assesses the influence of multiple and interlocking personal, structural, and societal systems of power

on vulnerable and oppressed populations. It incorporates the use of advanced social work theories and methodologies for assessment and intervention across systems. Empowerment practice seeks to establish and maintain systems that are responsive, through culturally relevant strategies, in helping clients increase their power to improve their current situations and quality of life.

### **Program Formats**

The MSW program offers four different approaches for completing the degree on campus:

1. **Full-Time Traditional Program** – This is a 60 credit hour program designed for students who are able to pursue full-time enrollment in graduate study over a period of two academic years beginning each August.
2. **Full-Time Advanced Standing Program** - This is a 39 credit hour program designed for students who have previously earned a CSWE-accredited bachelor's degree in social work. Enrollment is on a full-time basis for one calendar year beginning each May.
3. **Weekend Traditional Program** - This is a 60 credit hour program designed for working professionals who desire a weekend course schedule. Graduate studies consist of intensive weekend course offerings and reduced weekly required field hours. Classes meet one weekend each month. Students enroll in classes over a period of three years beginning each August.
4. **Weekend Advanced Standing Program** – This is a 39 credit hour program designed for working professionals who have previously earned a CSWE accredited bachelor's degree in social work and desire a weekend course schedule. Classes meet one weekend each month. Students enroll in classes over a period of two years beginning each August.

The MSW program offers two different approaches for completing the degree online:

1. **Traditional Program** - This 60-credit-hour program can be completed in as few as 3 years to prepare you for a new career as a specialized social worker. Program entries are each May, August, January.
2. **Advanced Standing Program** – This 39-credit hour program is for students who have previously earned an undergraduate degree in social work from a CSWE-accredited program. This option enables you to accelerate your career advancement by graduating in as few as 2 years. Program entries are each May, August, and January.

### **Application Requirements**

Campus-Based Admissions: Full-Time Traditional, Weekend Traditional, and Weekend Advanced Standing Program cohorts are admitted for August enrollment; Full-time Advanced Standing cohorts are admitted for May enrollment. The priority application deadline for all cohorts is February 1. Final application deadline is April 30 for May admission and June 15 for August admission, or until the cohort is full. A cohort admissions process is used for on-campus MSW admissions. Review of applications begins February 1. Review ends April 30 for summer admission and June 15 for fall admission.

Online Admissions: Traditional and Advanced Standing program options begin each January, May, and August.

All applicants must submit a complete online application through the graduate school website. Admission is competitive and only applicants with fully completed application packets will be reviewed. The program considers all components of the application in its admission decision. Applications are reviewed on a case by case basis for full or provisional admission. For admission to the MSW degree program, an applicant must:

1. Submit a Winthrop University Graduate School Application including the following:
  - Three professional recommendations. Personal/character references from family members, friends, co-workers, and clergy are not appropriate. If you graduated within the last five years, one reference should be an academic reference. You may also use an employer or someone who has supervised your volunteer work. You will be asked to provide names and e-mail addresses of three individuals who can complete a recommendation form on your behalf.
  - A current, professional resume that demonstrates paid and volunteer experience in the helping profession.
  - A professional narrative statement (3-5 pages) addressing the following: 1) Your reasons for pursuing the MSW degree and your commitment to the profession; 2) Your career goals upon completing the degree; and, 3) How will a specialization in empowerment practice help you reach your professional goals? Prior to beginning your statement, please read the [NASW Code of Ethics](#) and our statement on [Empowerment Practice](#). This statement must be developed solely by the applicant with no outside assistance and reflect sound, professional judgement.
2. Hold a baccalaureate degree from a regionally accredited college or university (Advanced Standing applicants must hold a baccalaureate degree from a Council on Social Work Education-accredited college or university).
3. Submit official transcripts from all colleges and universities attended.
4. Have an overall undergraduate grade-point average of 3.0 on a 4.0 scale for the Advanced Standing Program. For the Traditional Programs, a 3.0 on a 4.0 scale is preferred on the last 60 credit hours.

### **Program Requirements**

The full-time programs are designed for those who can pursue full-time graduate study. The weekend programs are designed to meet the needs of those who are also employed while pursuing their degree. Each course in the Weekend Program requires two weekends of on-campus meeting time. The first weekend includes a Friday, Saturday, and Sunday. The second weekend, approximately one month later, includes a Saturday and Sunday. Readings and assignments will be completed prior to the first weekend, between weekends and following the second weekend.

Applicants who hold a CSWE accredited baccalaureate degree in social work may pursue the 39 semester hour Full-Time Advanced Standing Program or the Weekend Advanced Standing Program. Students admitted to the Full-Time Advanced Standing Program matriculate in May. Students admitted to the Weekend Advanced Standing Program matriculate in August.

**Required Courses for the Full-Time Traditional, Weekend Traditional, and Online Traditional Program Options (60 credits):**

<b>Required Program</b>	<b>Semester Hours</b>
SCWK 601 Human Behavior in the Social Environment	3
SCWK 602 Social Welfare Policy I	3
SCWK 603 Social Work Research	3
SCWK 604 Generalist Social Work Practice I	3
SCWK 605 Interpersonal Helping Skills	3
SCWK 610 Generalist Social Work Practice II	3
SCWK 611 Generalist Social Work Practice III	3
SCWK 612 Field Instruction I (Campus based)	3
SCWK 612C Field Instruction I (Online students)	3
SCWK 614 Social Welfare Policy II	3
SCWK 615 Empowerment Practice Concepts	3
SCWK 620 Advanced Practice: Micro Systems	3
SCWK 621 Leadership and Empowerment Practice	3
SCWK 622 Field Instruction II (Full-time & Campus based only)	6
SCWK 622A & 622B Field Instruction II (Weekend & campus based only)	6
SCWK 622C Field Instruction II (Online students)	3
SCWK 623 Psychopathology and Empowerment Practice	3
SCWK 631 Advanced Practice: Macro Systems	3
SCWK 632 Field Instruction III (Full-time & Campus based only)	6
SCWK 632A & 632B Field Instruction III (Weekend & Campus based only)	6
SCWK 632C Field Instruction III (Online students)	3
SCWK 633 Advanced Social Work Research	3
SCWK 640 Advanced Practice: Capstone	3

<b>Additional Optional Elective</b>	<b>Semester Hours</b>
SCWK 624 Psychodiagnostics and Social Work Practice	3

**Required Courses for the Full-Time Advanced Standing, Weekend Advanced Standing, and Online Advanced Standing Program options (39 credits):**

<b>Required Program</b>	<b>Semester Hours</b>
SCWK 606 Social Work Foundation Review	3
SCWK 614 Social Welfare Policy II	3
SCWK 615 Empowerment Practice Concepts	3
SCWK 620 Advanced Practice: Micro Systems	3
SCWK 621 Leadership and Empowerment Practice	3
SCWK 622 Field Instruction II (Full-time & Campus based only)	6
SCWK 622A & 622B Field Instruction II (Weekend & campus based only)	6
SCWK 622C Field Instruction II (Online students)	3
SCWK 623 Psychopathology and Empowerment Practice	3
SCWK 631 Advanced Practice: Macro Systems	3
SCWK 632 Field Instruction III (Full-time & Campus based only)	6
SCWK 632A & 632B Field Instruction III (Weekend & Campus based only)	6
SCWK 632C Field Instruction III (Online students)	3
SCWK 633 Advanced Social Work Research	3
SCWK 640 Advanced Practice: Capstone	3

<b>Additional Optional Elective</b>	<b>Semester Hours</b>
SCWK 624 Psychodiagnostics and Social Work Practice	3

**Academic Probation Policy - MSW Program**

A student whose cumulative grade-point average falls below 2.85 during the first 18 hours of coursework is placed on academic probation. A student who has earned more than 18 hours and who fails to maintain a grade-point average of 3.0 is placed on probation. Because of the sequential structure of the MSW Program, MSW students placed on academic probation are allowed to enroll in the subsequent semester of course work to restore their overall grade-point average to 3.0 or higher (2.85 or higher during the first 18 hours of coursework).

In cases where students have earned a grade of F in a course(s), their progress in the Program will be suspended until they successfully repeat the course(s). If they successfully repeat the course(s), and their grade-point average is restored to 3.0 or higher, (2.85 or higher during the first 18 hours of coursework), they are then returned to good academic standing. If they successfully repeat the course(s), but their grade-point average remains below 3.0 (2.85 or higher during the first 18 hours of coursework), they may then enroll in one subsequent semester of course work to restore their overall grade-point average to 3.0 or higher (2.85 or higher during the first 18 hours of coursework). Failure to do so will result in dismissal from the Program.

No more than two courses with a grade of C or F may be repeated; a given course may be

repeated only once. A graduate student may not transfer credit taken at another institution while he or she is on academic probation at Winthrop or is ineligible to return to Winthrop. Students who have been dismissed because of academic ineligibility may reapply for graduate admission. Those wishing to be considered for readmission following a dismissal must wait at least one year before applying. One year is defined as two semesters or one semester and one summer session. During this period, they are ineligible for admission to any program at Winthrop University. Applications for readmission may be found on the Forms Online page of the Graduate School website. Readmission applications are evaluated by the Admissions Committee; readmission may or may not be granted depending on the Committee's recommendation.

# The College of Business Administration

**Dean: Dr. P.N. Saksena**

**Director of Graduate Studies: Dr. Steve Frankforter, 803/323-4818**

## **Graduate Faculty**

### **Professors**

Barbara Burgess-Wilkerson

Melissa Carsten

Steven A. Frankforter, Associate Dean

Chlotia Garrison, Assistant Dean

Louis Pantuosco

Hemant Patwardhan

Cara Peters

D. Keith Robbins

Jane B. Thomas

### **Associate Professors**

Antonia M. Berbrick

Adriana Cordis

R. Stephen Dannelly

Philip Gibson

Stephanie Lawson

Malayka Klimchak

Willis Lewis, Jr.

Michael Matthews

### **Assistant Professors**

Tracy Griggs

Jayne Maas

Anna Romanova

### **Mission Statement**

The College of Business Administration delivers transformative education to the most diverse student body in the heart of the Carolinas. The College will promote student success with professional development, innovative programs, experiential learning, and regional partnerships, through quality instruction, applied and pedagogical research, and impactful service.

### **Graduate Professional Certificate Program – Management (*Social Sciences track*)**

The 12-hour Graduate Professional Certificate in Management will allow students from a variety of graduate disciplines the opportunity to gain professional management and business skills suitable for managerial and administrative work roles. Through skill-based learning and hands-on application, the curriculum prepares students for management positions by improving their knowledge and awareness of professional management duties, increasing



opportunities for advancement, strengthening necessary communication skills for today's advanced society, and developing a big-picture view of professional management.

**The Certificate Program includes the following required courses:**

<b>Required Program</b>	<b>Semester Hours</b>
ACCT 680 Accounting for Managers	3
MGMT 622 Advanced Human Resource Management and Labor Relations	3
MGMT 575 Business Ethics	3
MGMT 682 Organizational Behavior/Organizational Development	3
<b>Total Semester Hours</b>	<b>12</b>

**Admission Requirements**

Enrollment is open only to post-baccalaureate students who meet admission requirements to the Winthrop MBA programs (based on undergraduate GPA and GMAT or GRE score) and to active, degree-seeking graduate students in good standing at Winthrop University.

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**Master of Business Administration Degree**

**Graduate Program Director: Dr. Steve Frankforter, 803/323-4818**

Winthrop University offers the Master of Business Administration degree in three formats: the MBA program, the MBA/Accounting emphasis program, and the Winthrop Online MBA. The Master of Business Administration degree program is accredited by The Association to Advance Collegiate Schools of Business (AACSB). AACSB is a specialized accrediting body recognized by the Council on Recognized Postsecondary Accreditation (CORPA).

Students from a diverse range of educational and cultural backgrounds participate in and enhance the educational experience. Nationally accredited, the program is taught by a faculty committed to excellence in teaching and research.

**MBA Program (On campus and online)**

The MBA program requires 36 semester hours of graduate courses offered in the evening. The curriculum includes the MBA core of 27 hours and 9 hours of elective courses. Up to 5 prerequisite courses may be required, depending upon the individual student's preparation.

**Admission Requirements**

The applicant for admission to the MBA program must show high promise of success in post graduate business study as measured by undergraduate grades, a minimum score of 400 on the Graduate Management Admissions Test (GMAT) or GRE equivalent and other relevant criteria. GRE/GMAT waivers are available for those who qualify. An applicant whose native language is not English must present a score of at least 79 on the TOEFL iBT, 550 on the TOEFL PBT, or a 6.5 on the IELTS.

## Prerequisite Requirements

Students may be required to complete some or all of the following prerequisite foundation courses. Prerequisites are non-credit hour courses that students can complete online in a self-paced format prior to taking the MBA required core course. Each of the self-paced prerequisite courses can be completed in approximately fifteen hours.

## Prerequisite Courses

Financial and Managerial Accounting  
Fundamental of Economics  
Understanding Corporate Finance  
Information Systems  
Excel for MBA Students

## The required MBA program includes the following Courses:

Required Program	Semester Hours
ACCT 680 Accounting for Managers	3
ECON 680 Managerial Economics	3
FINC 680 Financial Policy Management	3
MGMT 680 Organizational Leadership & Communications	3
MGMT 682 Organizational Behavior/Organizational Development	3
MGMT 683 Sustainable Operations	3
MGMT 684 Strategic & International Issues in Management	3
MKTG 680 Marketing Management	3
QMTH 680 Statistical Methods & Business Research	3
500 & 600-level approved electives (3 hours must be 600-level)*	9
<b>Total Semester Hours</b>	<b>36</b>

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with advisor.

\* May be taken as a concentration.

## MBA-Finance Concentration

The MBA program is a 36 graduate hour program, including 9 hours of electives. For the MBA/Finance Concentration, a student must enroll in the nine (9) hours of electives as follows:

MBA-Finance Required Program	Semester Hours
FINC 681 Advanced Financial Management	3
Choose two courses from the following:	
FINC 682 Corporate Financial Analysis	3
FINC 512 Investments	3
FINC 513 Banking and Financial Service Management	3
FINC 514 International Financial Management	3
BADM 602 Financial Markets Seminar*	3
Or	
BADM 694 Internship in Business Administration*	

\*BADM 694 must be an approved internship in Finance. Credit cannot be received for both BADM 602 and BADM 694. \*\* FINC 515 or 516 may be substituted for FINC 512, 513, or 514 if student has already completed all three electives.

Applicants will be required to meet the same admission and prerequisite requirements as the traditional program.

### **MBA-Human Resource Management Concentration**

The MBA program is a 36 graduate hour program, including 9 hours of electives. For the MBA/Human Resource Management Concentration, a student must enroll in nine (9) hours of electives as follows:

<b>MBA-Human Resource Management Required Program</b>	<b>Semester Hours</b>
MGMT 622    Advanced Human Resources Management and Labor Relations	3
MGMT 524    Employment Law*	3
MGMT 522    Growing and Developing Talent Or MGMT 526    Talent Management Seminar	3

\*If student can demonstrate proficiency in legal HR knowledge, BADM 694 may be substituted for MGMT 524.

Applicants will be required to meet the same admission and prerequisite requirements as the traditional program.

### **Accelerated BS – MBA – Human Resource Management**

The combined BS/MBA – Human Resources program is intended for well-qualified students in the Winthrop undergraduate business program. It is 150 credit hours; 120 undergraduate hours and 36 graduate (27 hours of core courses plus 9 hours of electives) where the programs share six semester hours of 500-level courses.

Undergraduate students pursuing this program must complete an Intent to Pursue a Combined Program form prior to registering for MGMT 524 and 526 and must have a 3.0 undergraduate GPA at the time this form is completed. No petitions will be allowed for students to count courses after-the-fact if they fail to complete the Intent to Pursue a Combined Program form prior to taking MGMT 524 and 526.

Undergraduates who pursue this accelerated program will need to apply for admission to the MBA program and meet the same admission criteria as all other applicants. To complete the MBA program the following 9 credit hours need to be completed in addition to the 27 hours of required core courses.

<b>BS-MBA-Human Resource Management Required Program</b>	<b>Semester Hours</b>
MGMT 524    Employment Law*	3
MGMT 526    Talent Management Seminar*	3

<b>BS-MBA-Human Resource Management Required Program</b>	<b>Semester Hours</b>
MGMT 622    Advanced Human Resource Management & Labor Relations	3

\*Taken as an undergraduate. Must earn a B or better to receive both graduate and undergraduate credit for the course. If these courses are not completed for graduate credit at the undergraduate level with a grade of B or better, they will need to be completed after admission to the MBA program. Undergraduate students in the accelerated Human Resource Management track will be advised to take a required 600-level course in their last semester as an undergrad and will need to be admitted to the MBA program before taking it so the class can count toward the MBA.

### **MBA-Marketing Concentration (Online ONLY)**

The MBA program is a 36 graduate hour program, including 9 hours of electives. For the MBA/Marketing Concentration, a student must enroll in nine (9) hours of electives as follows:

<b>MBA-Marketing Required Program</b>	<b>Semester Hours</b>
MKTG 681    Strategic Marketing Seminar	3
BADM 571    Business Analytics	3
MKTG 581    Marketing for Global Competitiveness	3

Applicants will be required to meet the same admission and prerequisite requirements as the traditional program.

### **MBA-Strategic Leadership Concentration (Online ONLY)**

The MBA program is a 36 graduate hour program, including 9 hours of electives. For the MBA/Strategic Leadership Concentration, 5 years of professional work experience is required, and then a student must enroll in nine (9) hours of electives as follows:

<b>MBA-Strategic Leadership Required Program</b>	<b>Semester Hours</b>
MGMT 675    Leadership Dynamics	3
MGMT 622    Advanced Human Resources Management and Labor Relations	3
BADM 633    International Business Culture	3

Applicants will be required to meet the same admission and prerequisite requirements as the traditional program, and must submit a resume'.

### **MBA-Sport Marketing & Revenue Generation Concentration (Online ONLY)**

Students who pursue the MBA-Sports Marketing & Revenue Generation concentration are required to complete the MBA core and an additional 9 credit hours in sports marketing and revenue generation-focused coursework. These courses focus on Branding and Merchandising in Sport, Development and Sales in Sport and topics such as global competitiveness, e-commerce, and business analytics or complete a sports revenue generation internship.

<b>MBA-Sport Marketing &amp; Revenue Generation Program</b>	<b>Semester Hours</b>
MKTG 676    Branding and Merchandising in Sport	3

<b>MBA-Sport Marketing &amp; Revenue Generation Program</b>	<b>Semester Hours</b>
MKTG 677 Development and Sales in Sport	3
Choose one course from the following:	
BADM 561 Electronic Commerce for Managers	3
BADM 571 Business Analytics	3
BADM 694 Internship in Business Administration	3

### **MBA-International Concentration**

The MBA program is a 36 graduate hour program, including nine semester hours of electives. For the MBA/International, a student must enroll the nine hours of electives as follows:

<b>MBA-International Required Program</b>	<b>Semester Hours</b>
BADM 600 International Field Experience	3
Choose two courses from the following:	
ECON 521 International Trade and Investment	3
FINC 514 International Financial Management	3
MGMT 529 International Management	3
MKTG 581 Marketing for Global Competitiveness	3
BADM 633 International Business Culture	3

Applicants will be required to meet the same admission and prerequisite requirements as the traditional program.

### **Accelerated BS – Management - MBA**

The combined BS in Management/MBA program is intended for well-qualified students in the Winthrop undergraduate business program. It is 150 credit hours; 120 undergraduate hours and 36 graduate (27 hours of core courses plus 9 hours of electives) where the programs share six semester hours of 500-level classes.

Undergraduate students pursuing this program must complete an Intent to Pursue a Combined Program form prior to registering for any of the 500-level courses for graduate credit as an undergraduate student, and must have a 3.0 undergraduate GPA at the time this form is completed. No petitions will be allowed for students to count courses after-the-fact if they fail to complete the Intent to Pursue a Combined Program form prior to taking any of the 500-level courses.

Undergraduates who pursue this accelerated program will need to apply for admission to the general MBA program and meet the same admission criteria as all other applicants. To complete the MBA program the following 9 credit hours need to be completed in addition to the 27 hours of required core courses.

<b>BS-MBA-Management Required Program</b>	<b>Semester Hours</b>
MGMT 575 or PHIL 575 Business Ethics*	3
One of the following:*	3
BADM 561 Electronic Commerce for Managers*	

<b>BS-MBA-Management Required Program</b>	<b>Semester Hours</b>
BADM 571 Business Analytics*	
MGMT 522 Growing and Developing Talent*	
MGMT 529 International Management*	
600-level electives (taken as a graduate student)	3

\*Taken as an undergraduate. Must earn a B or better to receive both graduate and undergraduate credit for the course. If these courses are not completed for graduate credit at the undergraduate level with a grade of B or better, they will need to be completed after admission to the MBA program. Undergraduate students in the accelerated Management track will be advised to take a required 600-level course in their last semester as an undergrad and will need to be admitted to the MBA program before taking it so the class can count toward the MBA.

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## **MBA-Accounting**

The Master of Business Administration/Accounting Emphasis program provides graduate business education of high quality. The MBA/Accounting program prepares students to assume responsible positions as leaders and team members in the dynamic and varied organizations of the twenty-first century. To this end, the program promotes the following objectives: accountability, adaptability, creative thinking, teamwork, communication, and accounting expertise. Students from a variety of educational, managerial and professional backgrounds participate in and enhance the educational experience. Nationally accredited, the program is taught by a faculty committed to excellence in teaching and research.

The MBA with an Accounting emphasis is a program of 33 semester hours of required graduate courses offered in the evening. Depending upon the individual student's preparation, prerequisites may be required.

### **Admission Requirements**

The applicant for admission to the MBA/Accounting emphasis program must show high promise of success in post graduate business study as measured by undergraduate grades, a minimum score of 400 on the Graduate Management Admissions Test (GMAT) or GRE equivalent and other relevant criteria. GRE/GMAT waivers are available for those who qualify. An applicant whose native language is not English must present a score of at least 79 on the TOEFL iBT, 550 on the TOEFL PBT, or a 6.5 on the IELTS.

Students desiring to participate in the MBA/Accounting emphasis program who do not have a bachelor's degree in business administration from an AACSB accredited college or university or who have not had appropriate undergraduate training in business administration, accounting or economics may be required to complete certain prerequisite courses including the following:

<b>MBA/Accounting Emphasis Prerequisite Courses</b>	<b>Semester Hours</b>
ACCT 280 Financial Accounting	3
ACCT 281 Managerial Accounting	3
ACCT 303 Accounting Information Systems	3

<b>MBA/Accounting Emphasis Prerequisite Courses</b>	<b>Semester Hours</b>
ACCT 305 Intermediate Accounting I	3
ACCT 306 Intermediate Accounting II	3
ACCT 309 Cost Accounting	3
ACCT 401 Introduction to Tax	3
ECON 215 Principles of Macroeconomics and ECON 216 Principles of Microeconomics	3
ACCT 551 Business Law and Ethics for Accountants Or BADM 250 Legal and Ethical Environment of Business**	3
FINC 311 Principles of Finance	3

\*\*BADM 250 may not qualify for the CPA exam requirements.

Students are required to include the following undergraduate courses as prerequisites or the 600-level course as a part of their MBA program:

<b>MBA/Accounting Emphasis Prerequisite Courses</b>	<b>Semester Hours</b>
MGMT 355 Business Communications OR MGMT 680 Organizational Leadership & Communications	3
QMTH 205 Applied Statistics I	3
QMTH 210 Business Analytics OR QMTH 680 Statistical Methods and Business Research	3
MGMT 683 Sustainable Operations or MGMT 326 Sustainable Operations	3

\*Students must have a grade of C or better in each of the program prerequisite courses.

**The MBA/Accounting emphasis requires the following courses:**

<b>Required Program</b>	<b>Semester Hours</b>
ACCT 606 Advanced Financial Accounting	3
ACCT 607 Tax Research	3
ACCT 609 Advanced Auditing	3
ACCT 510 Advanced Managerial Accounting**	3
FINC 680 Financial Policy Management	3
MGMT 682 Organizational Behavior/Organizational Development	3
MGMT 684 Strategic and International Issues in Management	3
600-level BADM, FINC, MGMT, MKTG, QMTH	6
500-600 level ECON, FINC, MGMT, MKTG, QMTH, BADM	3
500-level ACCT	3
Successful completion of ACCT 616, 617, 618 and 619*	0
<b>Total Semester Hours</b>	<b>33</b>

\* ACCT 616-619 are zero credit courses graded on a credit/no credit basis that do not contribute hours toward degree completion. Successful completion of these courses is required before the MBA/Accounting Emphasis degree is awarded. These courses are preparation for the different sections of the CPA Examination. Students should enroll in a minimum of one of these courses every semester until all four parts of the simulated CPA exam are passed. Students may substitute actual CPA examination scores for a simulated CPA exam score if the actual exam has been taken and passed.

\*\*If ACCT 510 is taken as an undergraduate student, choose another 500-level ACCT course.

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with advisor.

Course substitutions may be made if appropriate. The course of study must include 24 semester hours at the 600-level.



# **The Richard W. Riley College of Education**

**Dean: Dr. Jennie Rakestraw**

**Associate Deans: Dr. Lisa Johnson and Dr. Beth Costner**

**Director of Graduate Studies: Dr. Shawna Helf, 803/323-2151**

## **Graduate Faculty**

### **Professors**

Kathy Davis  
Shelley D. Hamill  
Marshall G. Jones  
Jennifer Jordan  
Debra Leach  
Kavin Ming  
Kristi Schoepfer  
Elke Schneider  
Mary L. Slade  
Pamela Wash  
Brad Witzel

### **Associate Professors**

Kelly M. Costner  
Lisa Harris  
Linda Pickett  
Tenisha Powell  
David H. Vawter

### **Assistant Professors**

Alice McLaine  
Lindsay Yearta

## **Mission Statement**

We prepare professionals to become lifelong leaders, learners, and contributing citizens who demonstrate excellence in their fields in order to serve individuals, schools, partner organizations, and the community. Our work is grounded in a rich heritage that creates a culture of caring, excellence, and innovation.

## **Educator as Leader A Conceptual Framework for the Advanced Education Programs**

The conceptual framework for advanced education programs builds on the skills developed in undergraduate programs or through professional experiences and is organized around three concepts: 1) Leadership, 2) Scholarship and 3) Stewardship. One's knowledge of these concepts and one's ability to perform effectively in these areas are measured through a series of learning outcomes. These learning outcomes build upon candidates' existing and emerging knowledge base and lead to an advanced understanding of their respective program areas. These learning outcomes are also designed to maintain relevance and adherence to professional, state, national and institutional standards.

While *Educator as Leader* is the overarching theme of all programs, the term "educator" has been expanded at the advanced level to include a broader population of professionals including but not limited to teachers, school administrators, psychologists, health professionals, learning technology professionals, counselors and coaches. These educational leaders have a central role in helping all students reach their potential through learning experiences in school and other professional environments.

## **Leadership**

Learning Outcomes:

The advanced educational leader:

1. examines educational policy and demonstrates a familiarity with how such policy is developed and implemented.
2. evaluates oneself as an educational leader through knowledge, reflection and professional discourse.
3. analyzes contemporary issues, reforms and renewal strategies and applies an understanding of these to one's profession.
4. applies technology to professional roles and functions.
5. promotes an appreciation and understanding of diversity in families and society.
6. demonstrates the ability to apply problem-solving strategies in diverse situations-e.g., conflict resolution, program development.
7. applies current theories to enhance individual learning of others and promote professional development.
8. demonstrates skills and commitment needed to communicate effectively with students, professional colleagues, families and community leaders.
9. values collaboration with colleagues, families and the larger professional community.
10. advocates for the development of individuals to their full potential.

# Scholarship

Learning Outcomes:

The advanced educational leader:

1. demonstrates an understanding of research terminology, concepts and practices as presented in the professional literature.
2. analyzes, synthesizes, interprets and disseminates current and historical research and practices.
3. integrates knowledge and practice derived from professional research into various professional settings to enhance individual growth.
4. generates research questions that focus on extending current thought and theory and interprets and applies results of research.
5. generates research questions that focus on the application of content knowledge and methodologies.
6. demonstrates an understanding of a variety of research methodologies, measurements, analysis procedures, and interpretation/communication of results.
7. selects and applies appropriate methodologies to answer research questions.
8. appreciates the value of using research to inform practice.
9. uses technology resources to collect, analyze, synthesize and evaluate information and data.
10. models lifelong learning.
11. enhances specific knowledge in content areas.

# Stewardship

Learning Outcomes:

The advanced educational leader:

1. appreciates and articulates the ethical implications surrounding contemporary educational issues.
2. analyzes how antecedents (previous events) contribute to current issues.
3. understands the interrelationships among issues related to society, schooling, the organization and administration of schools and professional organizations.

4. advocates full and appropriate access to public education and human services for people with special needs and their families.
5. examines and makes appropriate professional decisions based on an advanced understanding of ethics and laws.
6. demonstrates the ability to construct a supportive, well-managed, motivational learning environment that promotes equal access to education for people from diverse cultural backgrounds.
7. develops school curricula and/or educational interventions based on contemporary theories of learning and development, applicable technology, collaborative discourse and evaluation.
8. works toward solutions to key educational issues that are founded on contemporary research, public policy and best practice.
9. evaluates, clarifies and refines personal philosophy of professional practice.
10. links personal philosophy and professional practice to historical, legal, social, philosophical, and psychological foundations and developments in the profession.
11. cares for and related to students, families and the larger learning community.

### **Graduate Program Information**

The Richard W. Riley College of Education offers graduate programs leading to the Master of Science degree in sport and fitness administration; the Master of Education degrees in educational leadership, counseling and development, learning design and technology, literacy, special education intervention, and teacher leadership; the Master of Arts in Teaching; and Educational Specialist in Educational Leadership.

Graduate study leading to certification is also available for the following professional areas: school counselor (elementary and secondary), principal (elementary and secondary), school superintendent's license, literacy teacher and literacy coach. School psychologist (levels I and II) certification programs are offered by the Department of Psychology in the College of Arts and Sciences.

An applicant for admission to a graduate program in the Richard W. Riley College of Education must meet the admission requirements of that program in addition to the general requirements for admission to graduate study. (Specific entrance requirements are listed under the individual programs in the Education Degree Programs section.) Admission to programs in the Richard W. Riley College of Education is competitive.

### **Practicum Courses**

In order to enroll in a graduate practicum course in the Richard W. Riley College of Education, a graduate candidate must have:

1. Completed a minimum of six hours graduate course work at Winthrop within the program area of the practicum;
2. Completed specific prerequisites for the practicum; and
3. Maintained continued good standing in the program (minimum of 3.0 grade-point average).

Placements in schools for teacher education field experiences, practica, and internships will be within a 60 mile radius of the University campus. Travel to and from placements is the student's responsibility; the student must assume liability for any required travel.

In addition, various courses may require participation in a pre-and post-semester orientation that follows the school district calendar.

### **Certification**

All candidates seeking initial or advanced certification should note that satisfactory completion of the appropriate PRAXIS Subject Assessment must be completed prior to being certified by the South Carolina Department of Education. Candidates should check for specific PRAXIS requirements related to their respective degrees at <https://www.ets.org/praxis/sc>. Further MAT candidates must meet the qualifying score of the edTPA assessment for recommendation for certification. At least half of the total semester hours submitted for the advanced degree must be 600-level courses.

**Note:** Completion of a degree does not guarantee advanced teacher licensure in North Carolina public schools. Candidates should contact their local school administrative offices and the North Carolina Department of Public Instruction regarding specific advanced licensure requirements in their program area. Similarly, completion of the M.Ed. degree in Educational Leadership does not guarantee school administrator licensure in North Carolina. Students should check with local school administrative offices and the NC Department of Public Instruction regarding specific NC school administrative licensure requirements.

### **Accreditations**

The Richard W. Riley College of Education is proud of its accreditations and affiliations. The Teacher Education Program at Winthrop University is accredited by the National Council for Accreditation of Teacher Education (NCATE)/Council for the Accreditation of Educator Preparation (CAEP) at the graduate level for its Master of Science, Master of Education and the Master of Arts in Teaching degrees. All teacher education programs are approved by the South Carolina State Board of Education and all programs are fully accredited by their specialized professional association. Recognition by these agencies affords graduate candidates who complete teacher preparation at Winthrop University the opportunity to apply for reciprocal certification with the majority of states in the nation.

***NOTE: The College of Education faculty are continuously reviewing and revising curricula to meet the needs of contemporary schools. Students applying to Winthrop should be alert to curricular changes as they occur and how those changes impact their programs.***

## **Core Education**

### **Master of Arts in Teaching**

**Graduate Program Coordinator: Dr. Lisa Harris, 803/323-2588**

The Master of Arts in Teaching (MAT) is designed to prepare individuals who are seeking initial certification to be a classroom teacher. There are two MAT options; the traditional and accelerated options. Certification available in the traditional option includes secondary certification in biology, chemistry, English, mathematics, or social studies; or K-12 art, French, music, physical education, or Spanish. Certification available in the accelerated option includes secondary certification in biology, chemistry, English, mathematics, or social studies; or K-12 certification in art, dance, French, Spanish, or theatre.

To ensure knowledge of content, MAT teacher candidates are required to achieve the South Carolina passing score on the PRAXIS Subject Assessment prior to the internship semester. Candidates for the MAT in Spanish and French must achieve a passing score on the PRAXIS Subject Assessment prior to admission to the program. In addition, successful graduates must obtain a satisfactory score on the edTPA before earning teacher certification.

MAT teacher candidates must demonstrate dispositions that reflect the highest standards of the profession as they relate to students, their families, and their communities. The Richard W. Riley College of Education has established appropriate criteria for professional dispositions in the following areas: professional commitment; communication skills; interpersonal skills; classroom personality; emotional make-up; and academic integrity. Further information about the criteria is distributed to teacher candidates in a dispositions booklet.

The MAT curriculum covers a variety of subjects from professional core courses to courses specific to the graduate candidate's content area. Acquired competencies emphasized in this program will enable graduates to assume leadership roles in their classrooms, departments and schools. Through a dual advisement system that includes content and education faculty, transcripts will be evaluated and a program of study will be developed for each student. Additional course work may be required to address deficiencies in the content area. Education coursework is designed around the Initial Teacher Preparation Unit Standards Framework outlined below.

## **Initial Teacher Preparation Unit Standards Framework**

### **Preamble**

Initial teacher preparation at Winthrop University is built around the central belief that teachers must be able to demonstrate knowledge, skills, and dispositions that produce learners prepared for 21<sup>st</sup> century challenges within the context of a free and democratic society. Through field-focused learning in school partnership settings, candidates demonstrate evolving skills in the domains of diverse needs of learners, learning environment, technology, assessment, instruction and learner engagement, literacy, and professional learning and ethical practice. These domains are embedded throughout an integrated series of classroom and field experiences involving core and discipline-specific curricula, grounded in evidence-

based practice and professional standards, and designed to support teacher candidates as they learn about themselves, individual learners, classrooms, and the American school system.

### Expectations for Candidate Professional Dispositions

#### I. Fairness

The teacher candidate assumes responsibility for the learning of all students in the classroom in a caring, nondiscriminatory, and equitable manner and persists in effective learning for all students.

#### II. Integrity

The teacher candidate demonstrates a recognition of and adherence to the moral, legal, and ethical principles of the University and the profession.

#### III. Communication

The teacher candidate interacts in ways that convey respect and sensitivity.

#### IV. Commitment

The teacher candidate embraces the complexity of work through reflective practice and professional growth.

### Unit Standards and Elements

#### US1. Diverse Needs of Learners

The teacher candidate plans and implements differentiated instructional strategies for diverse learners (including, but not limited to, English language learners, learners who are living in poverty, learners with disabilities, gifted and talented learners, and other exceptional needs in general education settings) to achieve learning outcomes.

#### US2. Learning Environment

The teacher candidate creates a positive, safe, and caring environment that promotes learning through active engagement and respect for individual differences.

#### US3. Technology

The teacher candidate plans and implements meaningful learning opportunities that engage learners in the ethical and appropriate use of technology to meet learning outcomes.

#### US4. Assessment

The teacher candidate designs, selects, and implements multiple assessments and systematically uses data to make instructional decisions that support, monitor, and promote learning.

#### US5. Instruction and Learner Engagement

The teacher candidate uses developmental and pedagogical content knowledge to independently and collaboratively plan and implement learning experiences that are relevant, appropriately challenging, and aligned with curriculum goals and standards.

#### US6. Literacy

The teacher candidate implements essential components of literacy instruction (reading, writing, listening, speaking, viewing, and visual representation) within the discipline(s) to enhance opportunities for learning.

#### US7. Professional Learning and Ethical Practice

The teacher candidate participates in ongoing professional learning and critical reflection, upholds ethical and legal standards, and articulates the impact of social, legal, and political contexts on American schooling.

### **Admission Requirements**

Graduate candidates who hold a baccalaureate degree from an accredited college or university in the content field where certification is sought or who have completed a baccalaureate degree which includes content area course work equivalent to the undergraduate certification requirements at Winthrop University for certification in the specified content field may enroll in the MAT degree program. Graduate candidates who do not meet all undergraduate certification requirements will be required to complete additional course work. Admission requirements for graduate degree status include:

1. Minimum undergraduate GPA of 3.0 on a 4.0 scale; **OR** official test scores for either:  
the GRE (preferred scores are 151 Verbal, 153 Quantitative)  
OR  
the Miller Analogies Test (preferred score of 392).
2. Applicants to the MAT degree in Spanish and French must submit the South Carolina passing score on the PRAXIS Subject Assessment AND evidence of having taken the ACTFL Oral Proficiency Interview. It is recommended that applicants show proficiency at the advanced low level. Graduate coursework will not be focused directly on continued language learning.



## **Master of Arts in Teaching Test Score Requirements**

A graduate candidate who earned below a 3.0 undergraduate GPA applying for the traditional MAT should earn a preferred score of 151 on the verbal portion of the GRE and a preferred score of 153 on the quantitative portion of the GRE and have a preferred combined score on these portions of the GRE of 304. A graduate candidate taking the Miller Analogies Test (MAT) should have a preferred score of 392. A graduate candidate applying for the accelerated MAT should pass the appropriate Praxis Subject Assessment.

## **Admission to Teacher Education**

During the semester the graduate candidate will complete a total of 12 hours of graduate coursework; graduate candidates must be formally admitted to the Teacher Education Program. For formal admission to teacher education, the graduate candidate must:

1. Achieve a cumulative 3.0 grade-point average in graduate course work;
2. Complete an application requesting formal admission to teacher education that includes an analysis of professional dispositions;
3. Submit a program of study that indicates the planned semester for MAT internship.

Graduate candidates may not complete more than 18 hours of graduate coursework without full admission to Teacher Education. When criteria have been met, the graduate candidate will be notified via email. A Teacher Education program fee of \$250 will be billed to the candidate upon acceptance. Additional requirements may be referenced in the Teacher Education Handbook and the Internship Handbook.

## **Admission to the Internship II**

Graduate candidates must be formally admitted no later than one full semester prior to student teaching.

All MAT candidates seeking to complete the Internship II stage of the Teacher Education Program must meet the following requirements before being allowed to enroll in EDUC 690 School Internship and AREA 593 Capstone:

1. Submission of an internship application to the Office of Field and Clinical Experiences;
2. Minimum cumulative GPA of 3.0 for coursework completed at Winthrop;
3. Completion of all required courses as specified by faculty in the major;
4. Documentation of passage of PRAXIS Subject Assessment examinations in the content area of certification;
5. Competency review indicating satisfactory completion of the Internship I Midterm and Final Evaluations and, if appropriate a satisfactory review of Teacher Education Profession Dispositions and Skills forms;
6. Completed disclosure statement regarding criminal or unethical conduct.
7. Signed recommendations from:
  - Faculty Adviser
  - Department Chair in the candidate's major and/or Program Area designee.

**NOTE:** Before beginning full-time internship in the state of South Carolina, a teacher education candidate must obtain a clear fingerprint/FBI check.

### **MAT, Traditional Option**

<b>Required Program</b>	<b>Semester Hours</b>
EDCO 600 Teaching in a Democracy	3
EDCO 601 Psychology Applied to Teaching	3
EDCO 602 Technology for the 21 <sup>st</sup> Century Classroom	2
EDCO 605 Educational Assessment	3
EDCO 660 Effective Positive Classroom Management Strategies*	3
READ 605 Literacy Foundations	0-3
READ 645 Content Area Reading and Writing for Middle Level and Secondary Students**	3
EDCO 610 Effective Teaching Practices for Exceptional and Diverse Learners	3
EDCO 690 School Internship	7
AREA 593 Capstone	1
500-600 Level AREA Content Courses***	0-9
AREA 591 Content Specific Teaching Methods	3
AREA 592 Field Experience (Internship I)	1
EDCO 695 Education Capstone	1
<b>Total Semester Hours</b>	<b>33-45</b>

Certain courses may require participation in a pre- and post-semester orientation that follows the school district calendar. Contact the course instructor for specific requirements.

\*Content area courses must be completed in the area in which the graduate candidate is seeking certification. Each area of specialization has completely different content area preparation. Each individual teacher candidate will have different required content area preparation based on what requirements have been satisfied at the undergraduate or graduate level prior to acceptance into the MAT program. Transcripts will be reviewed by the program areas and content area course deficiencies will be addressed by requiring students to take content area courses at the graduate or undergraduate level.

### **MAT Traditional Content Areas**

*(Candidates must meet all initial licensure requirements in content areas.)*

<b>MAT Traditional Option Content Areas</b>
Art (K-12)
Biology
Chemistry
English
French (K-12)
Physical Education (K-12)
Music (K-12)

<b>MAT Traditional Option Content Areas</b>
Mathematics
Social Studies
Spanish (K-12)

### **Program Completion**

To complete the program, graduate candidates must meet the following criteria: (a) successful completion of a minimum of 33 semester hours of graduate coursework; (b) successful completion of all required coursework; (c) maintenance of a minimum grade-point average of 3.00; (d) successful completion of all field experiences and internships and the capstone course; and (e) completion of the Praxis Subject Assessment in the graduate candidate's area of specialty (passing score required).

At the end of the internship semester, a program area committee completes a competency review of each intern's performance and recommends exit from the program. Exit criteria include the following: (a) passing scores on midterm and final internship evaluations and rubrics for the edTPA; (b) satisfactory review of any Professional Dispositions and Skills Forms; and (c) a minimum grade-point average of 3.0.

The following signatures will be on the recommendation for exit from the program:

1. Program Area Competency review committee
2. Department chair in program area

A signed recommendation for exit from the program is required in addition to items specified for program completion in the Graduate Catalog.

A passing score on the edTPA.

### **MAT, Accelerated Option**

The MAT Accelerated program is a fast-paced option designed for Winthrop students who began education coursework as an undergraduate. MAT Accelerated students complete courses required for teacher certification in the summer, fall, and spring. The accelerated option is for recent graduates with a bachelor's degree in the fields of art, biology, chemistry, dance, English, French, math, social studies, Spanish, and theatre.

<b>MAT, Accelerated Option Content Areas</b>
Art (K-12)
Biology
Chemistry
Dance (K-12)
English
French (K-12)
Mathematics
Social Studies
Spanish (K-12)
Theatre (K-12)

## **Admission Requirements**

Applicants to the MAT, Accelerated Option must hold a baccalaureate degree from an accredited college or university and must have completed that degree within one year of beginning the program. Additional admission requirements include:

1. undergraduate major in art, biology, chemistry, dance, English, French, history, mathematics, political science, psychology, Spanish, or theatre;
2. Educational Studies minor;
3. minimum 3.0 undergraduate GPA;
4. passing score on PRAXIS Subject Assessment;
5. submit official undergraduate transcript(s) for review to confirm all content requirements have been completed;
6. meet all additional requirements based on the content area (details below).

Applicants who do not meet these eligibility guidelines are welcomed and encouraged to apply to our traditional Master of Arts in Teaching program. Deadline to apply for the MAT, Accelerated Option is February 15 but students are encouraged to apply as soon as possible.

### **Additional Admission Requirements for Specialization in K-12 Art**

This option includes education and art education courses leading up to the internship year. Required studio and/or art history courses will need to be taken prior to enrolling.

1. 9 hours of art education courses, taken in sequence: ARTE 348 in spring of sophomore or junior year, ARTE 528 in fall of junior or senior year, and ARTE 548 in spring of junior or senior year. Take these in place of studio or art history electives.
2. 3 hours non-western art history

### **Additional Admission Requirements for Specialization in 9-12 Biology**

1. Hold a degree in Biology that includes courses in the following areas:
  - a. 24 hours in Biology to include exposure to all of the following areas: Basic Principles of Biology, Botany, Zoology, Microbiology, Genetics, Anatomy, Physiology, Ecology/Environmental Biology, and Evolution
  - b. Scientific Processes or statistics course with emphasis on scientific research
  - c. 6 to 8 hours in Chemistry
  - d. 6 to 8 hours in Physics
  - e. 3 to 4 hours in Geology
  - f. 6 to 8 hours in mathematics
  - g. At least 50% of the courses include associated laboratory experiences

### **Additional Admission Requirements for Specialization in 9-12 Chemistry**

1. Hold a degree in Chemistry, Biochemistry or an equivalent program that includes courses in the following areas:
  - a. 30 hours in chemistry to include exposure to all of the following: analytical chemistry, organic chemistry, physics, biochemistry, and inorganic chemistry;
  - b. A lecture and lab experience in four of the five main areas of chemistry listed in (a);
  - c. Three to four hours in biology (must include topics in molecular biology, bioenergetics, and ecology);

- d. Three to four hours in physics (must include topics in at least six of the following areas: energy, stellar evolution, properties and functions of waves, properties and functions of motions, properties and functions of forces, electricity, and magnetism);
- e. Three to four hours in geology/earth science (must include topics in geochemistry, cycles of matter, and energetic of earth systems); and
- f. Six to eight hours in mathematics (must include coursework in calculus and statistics\*).  
\*the statistics requirement can be met through a scientific/research experience housed within the program.

### **Additional Admission Requirements for Specialization in K-12 Dance**

- 1. Hold a degree in dance that includes 9 hours of dance education courses, taken in sequence: DCED 212, DCED 342, and DCED 345.
- 2. A graduate candidate should earn a preferred score of 151 on the verbal portion of the GRE and a preferred score of 153 on the quantitative portion of the GRE and have a preferred combined score on these portions of the GRE of 304. A graduate candidate taking the Miller Analogies Test (MAT) should have a preferred score of 392.

### **Additional Admission Requirements for Specialization in 9-12 English**

- 1. Hold a degree in English that includes courses in the following areas:
  - a. 6 hours in Composition and Rhetoric
  - b. 3 hours Composition and Rhetoric above 299-level with emphasis in theory and pedagogy
  - c. Development of Modern English and Modern English Grammar (may be covered in one or more courses)
  - d. 3 hours in each of the following areas of literature: British, American, World, and Adolescent
  - e. 3 hours of additional coursework in literature
  - f. Literary Criticism
- 2. All required content courses listed above require a grade of C or better.

### **Additional Admission Requirements for Specialization in 9-12 Mathematics**

- 1. Hold a degree in mathematics that includes courses in the following areas:
  - a. Modern Algebra
  - b. Linear Algebra
  - c. 9 to 12 hour Calculus Sequence (Calculus I, II, and III)
  - d. Foundations of Geometry
  - e. Statistical Methods
  - f. Mathematical Reasoning
  - g. Mathematical Modeling
  - h. Introductions to Computer Science
  - i. Secondary Mathematics Curriculum & Pedagogy
- 3. All required content course listed above require a grade of C- or better.

### **Additional Admission Requirements for Specialization in K-12 Modern Languages (French or Spanish)**

1. Hold a degree in the appropriate language<sup>#</sup> that includes 24 credits above the 4 course-sequence of introductory and intermediate level skills (i.e 101, 102, 201, 202).
2. Completion of MLAN 591 M or MLAN 591 S
3. All required content courses require a grade of C - or better.
4. Submit evidence of having taken the ACTFL Oral Proficiency Interview.

#Applicants who speak French or Spanish as their first language must present an undergraduate degree from an accredited university in the subject area they wish to teach. If the area of specialization is not in the proposed area of certification, applicants are advised to apply to the traditional MAT program offered at Winthrop.

### **Additional Admission Requirements for Specialization in 9-12 Social Studies**

1. Hold a degree in one of the following: History, Political Science/Government, Psychology, Sociology, Anthropology, Geography, or Economics that includes courses in the following:
  - a. At least 18 hours above the 299-level in the social science fields
  - b. Coursework in the following areas:
    - i. At least one course each in micro and macro economics
    - ii. World/ Human geography
    - iii. 2 world history survey courses
    - iv. 2 courses that cover a range of US History
    - v. American Government
    - vi. International politics
    - vii. General psychology
    - viii. Introduction to Sociology or Social Policy
    - ix. Historiography (preferred)
  - c. 3 hours of teaching methods Principles of Teaching Social Studies (SCST 390/ 590)\*
2. All required content courses listed above require a grade of C- or better.

### **Additional Admission Requirements for Specialization in K-12 Theatre**

1. Hold a degree in theatre that include 9 hours of theatre education courses, taken in sequence: THED 212: Creative Drama, THED 342: Theatre for Youth, and THED 345: Exploring Theatre Education.

## **MAT, Accelerated Option Required Program**

<b>Required Program</b>	<b>Semester Hours</b>	<b>Term</b>
EDCO 600 Teaching in a Democracy	3	Summer
EDCO 602 Technology for the 21 <sup>st</sup> Century Classroom	2	Fall
EDCO 660 Effective Teaching and Management Strategies	3	Summer
READ 605 Literacy Foundations *	0-3	Summer or Fall
EDCO 605 Educational Assessment	3	Fall
EDCO 690 School Internship	7	Spring
AREA 593 Capstone	1	Spring
AREA 591 Content Specific Teaching Methods	3	Fall
AREA 592 Field Experience	1	Fall
EDCO 695 Education Capstone	1	Spring
Content Courses/Electives **	3-6	Summer/ Fall

### **Total Semester Hours: 30-33**

\*This course is required for secondary certification only. Students seeking K-12 certification (art, French, Spanish, theatre, dance) are not required to take this course. Students not required to take this course will take 6 hours of electives.

\*\* Students who have not taken Educational Psychology, Educational Assessment, and Content Area Reading and Writing at the undergraduate level will be required to take these courses as a part of the MAT Accelerated program.

Certain courses may require participation in a pre- and post-semester orientation that follows the school district calendar. Contact the course instructor for specific requirements.

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## **Counseling, Leadership, and Educational Studies**

### **Specialist in Educational Leadership**

**Interim Graduate Program Coordinator: Dr. Sherry Hoyle, 803/323-4713**

The purpose of the Specialist in Educational Leadership (EdS) program is to develop school district leaders who are interested in becoming superintendents, central office administrators, program directors, and leaders in curriculum and instruction who are interested in advancing their professional skills and dispositions. The paramount strands of the EdS program will emphasize advanced communication skills, interpersonal relationship skills, ethical behavior, and attitudes regarding equal education for all students.

Through course work these educators will utilize research based strategies in developing application skills in human, fiscal, legal, and political management. These skills will be honed through an advanced field experience consisting of a yearlong practicum developed in a collaborative method involving public school partners.

The two-year curriculum will be taught in six concurrent semesters beginning with the summer term and culminating in the spring of the second year. Instruction will be based at Winthrop University in a cohort model. Instruction will be delivered to the students in a blended format, including face-to-face classes as well as distance learning technologies.

### **Application Requirements**

Applicants for admission to the Specialist in Educational Leadership program must hold a Master’s degree with a minimum GPA of 3.25 and must meet the following requirements to be eligible for consideration:

1. Submit the Application for Graduate Admission;
2. Submit official transcripts of all undergraduate and graduate course work; Transcripts from degree-granting institutions must be sent directly to our office from the issuing institutions;
3. Three forms of recommendation that address the applicant’s specific qualifications and dispositions;
4. Possess licensure as a school principal;
6. Have three years of teaching experience and two years of school leadership experience;

**Note:** In addition to the above requirements, the selection process will also include assessments, activities, and interviews.

### **EdS in Educational Leadership Required Program**

<b>Course Number and Title</b>	<b>Semester Hours</b>
EDLD 701 Advanced School Leadership	3
EDLD 702 Instructional Leadership, Supervision, & Program Eval	3
EDLD 703 Politics, Policy, and Community Relations in Education	3
EDLD 704 Executive Leadership	3
EDLD 710 School District Finance	3
EDLD 711 Advanced School Law	3
EDLD 712 Facilities Planning	3
EDLD 721 District Level Practicum I	3
EDLD 722 District Level Practicum II Comprehensive Exams	3
EDLD 740 Advanced Educational Research/Statistics I	3

**Total Semester Hours: 30**

### **Master of Education in Educational Leadership**

**Interim Graduate Program Coordinator: Dr. Sherry Hoyle, 803/323-4713**

Graduate study in educational leadership leads to a Master of Education (MEd) degree in educational leadership. This MEd program prepares graduate candidates to work as elementary and secondary school principals.



## Application Requirements

Applicants for admission to the Master of Education program in Educational Leadership must hold a bachelor's degree from an accredited college or university and must meet the following requirements to be eligible for consideration:

1. Submit the Application for Graduate Admission including a statement of goals;
2. Submit a copy of your current South Carolina State Department of Education Class III Professional Certificate or the equivalent from another state;
3. Have an undergraduate grade-point average of 3.0 on a 4.0 scale; OR Submit an official GRE score of 151 on the Verbal Reasoning section and 153 on the Quantitative Reasoning section, or an official score of 392 or above on the Miller Analogies Test (MAT).
4. Two recommendations - you will be required to provide the names and email addresses of your current principal and district level administrator in the online admissions application. These two individuals will then receive an email asking them to complete the online recommendation form.
5. Complete a pre-entrance assessment based on the 7 standards of the National Board for Educational Administration. (Interview, presentation and writing sample).

**Note:** The first five application items must be submitted before receiving the pre-entrance assessment information.

Pre-entrance interviews will be conducted once the application materials are received. The admissions committee considers all the requirements previously listed when making the admissions decisions. Applicants will receive notification of the Admissions Committee's decision from the Graduate School Office by mid-May. Admission to the Educational Leadership program is competitive. New admission classes will not exceed 25 candidates.

Graduate candidates who are admitted to the program may begin their core class (EDUC 640 – Educational Research, Design and Analysis) in the summer.

The MEd in Educational Leadership is offered in a cohort fashion with sequenced specialty studies being offered six to nine hours per semester. A candidate who drops out of the program will have to wait a full year to re-enroll on a space available basis.

### MEd in Educational Leadership Required Program

Professional Core Courses	Semester Hours
EDUC 640 Educational Research, Design and Analysis	3

Specialty Studies Courses	Semester Hours
EDLD 601 Introduction to Educational Leadership	3
EDLD 602 Techniques of Supervision	3
EDLD 603 Curriculum Leadership in Schools	3
EDLD 604 Principalship for the 21 <sup>st</sup> Century	3

<b>Specialty Studies Courses</b>		<b>Semester Hours</b>
EDLD 610	Fiscal and Business Management in Schools	3
EDLD 611	School Law	3
EDLD 616	School Personnel Development	3
EDLD 613	Preparing Leaders to Serve Students with Special Needs	3

<b>Internship</b>		<b>Semester Hours</b>
EDLD 621	Internship I	3
EDLD 622	Internship II	3
EDLD 623	Internship III	3

**Total Semester Hours: 36**

To be eligible to graduate, a graduate candidate must satisfactorily complete all courses, field experience requirements, and a cumulative assessment which demonstrates that the candidate has successfully demonstrated proficiency in standards recommended by the specialized professional association for those preparing to become principals. An Educational Leadership committee must certify that the candidate has passed the cumulative assessment. To be recommended for certification, the candidate must receive the required score (as determined by the South Carolina State Department of Education) on the Educational Administration Specialty Test of the PRAXIS Examination.

Transition Points for Master of Education in Educational Leadership:

I. Entrance to the Program

- Admission screening
- Professional dispositions self-assessment completed in first graduate course

II. Midpoint Assessment (12+ hours, prior to first internship)

- Program of Study filed
- 3.0 or higher cumulative GPA
- Professional Dispositions review conference
- Minimum score on a key assessment as specified by EDLD faculty

III. Exit from the program (36 hours)

- 3.0 or higher cumulative GPA
- Final review of Professional Dispositions
- Review of Internship I, II and III (EDLD 621, EDLD 622, and EDLD 623) evaluations (candidates must have at least a 3.0 cumulative GPA in these internships)
- Satisfactory score on comprehensive evaluation

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**Master of Education in Counseling and Development**  
**Graduate Program Coordinator: Dr. Anthony Strange, [strangea@winthrop.edu](mailto:strangea@winthrop.edu)**

**Mission Statement**

The mission of the Counseling and Development Program at Winthrop University is to provide an intellectually stimulating and supportive environment for the professional development of school and clinical mental health counselors who are committed to the skill sets and best practice in their roles as clinicians, advocates, and consultants. The program strives to prepare culturally competent, culturally sensitive, and ethical counselors to work effectively in a technological and pluralistic society. The faculty designs and delivers academic and clinical experiences for all our students in ways that recognize, respect, and value the diversity of students' backgrounds, characteristics, beliefs, and abilities.

**General Information**

The Master of Education degree (M.Ed.) in Counseling and Development provides dynamic curricula for students interested in meeting the educational requirements for licensure as Licensed Professional Counselors (LPC) or licensure or certification as a School Counselor. Students choose a concentration in clinical mental health counseling (CMHC) or school counseling (SC); both concentrations are fully accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP). The program is offered in a cohort format typically completed in two years. The structured program includes classroom, laboratory, and field-based education and training. The coursework includes a designated program of study for each concentration consisting of:

- Clinical Mental Health Counseling (60 semester hours)
- School Counseling (60 semester hours)

**Master of Education Degree: Clinical Mental Health Counseling Concentration**

A clinical mental health counselor focuses on working with people to address the personal, familial, and social issues that interfere with their ability to cultivate healthy and productive lives. Clinical mental health counselors work in diverse settings such as: mental health, substance abuse, employee assistance programs, college counseling and career planning, and private practice settings. Upon receiving the M.Ed. in Counseling & Development, students will meet course requirements for eligibility to take the National Counselor Exam (NCE) to become a National Board Certified Counselor (NCC) and to make application for the Licensed Professional Counselor Intern (LPC-I) license in most states. To fully obtain licensure as a Licensed Professional Counselor one must practice for a minimum of two years postmasters under the supervision of a Licensed Professional Counselor Supervisor.

**Master of Education Degree: School Counseling Concentration**

The school counseling program prepares graduates to meet the growing needs in P-12 students. Today's professional school counselor provides effective psychological and behavioral interventions to support academic, career, and personal/social environments. The school counseling program prepares graduates to work as counselors in public and private P-12 school settings. Students satisfactorily completing the School Counseling concentration

requirements and receiving a passing score on the PRAXIS specialty examination will be eligible for licensure or certification as a school counselor.

### **Accreditation**

The Council for Accreditation of Counseling and Related Educational Programs (CACREP), a specialized accrediting body recognized by the Council for Higher Education Accreditation (CHEA), has conferred accreditation to the following program areas in Clinical Mental Health Counseling (formerly called Community Counseling) and School Counseling. Since accreditation is a voluntary endeavor, the accreditation of our programs demonstrates our commitment to provide rigorous and high quality training to students.

### **Admission Requirements**

- A bachelor's degree from an accredited college or university
- Official transcript(s) of all college credit
- A preferred undergraduate grade-point average of 3.0 on a 4.0 scale
- Official Test scores
  - Graduate Record Examination score of 146 preferred on the Verbal Reasoning section and 140 preferred on the Quantitative Reasoning section, or
  - Miller Analogies Test (scale score of 392 preferred)
- Three professional recommendations
- Resume
- A brief statement of purpose articulating your reasons for pursuing a master's in counseling and why you are a good fit for the field of counseling (1-2 pages)
- Background check (must be completed before an offer of admission can be extended)\*
- On-campus interview (*You must attend the interview to be considered for admission. The program coordinator will contact applicants who are invited for the interview with specific dates, times and locations.*)

\* Before being fully admitted into the CSDV program you must complete a background check at your expense. Details about Winthrop's background check provider and the process will be provided.

Results of the background check must be available to the admissions committee prior to proceeding to the next step of the application process.

The Counseling and Development program at Winthrop University requires criminal background checks on all applicants recommended for admission. The purposes of such requirements include:

1. Assuring the public's continuing trust in the counseling profession regarding the safety and well-being of clients;
2. To identify accepted applicants who have a criminal history that may preclude them from participating in clinical training programs, including but not limited to, care of clients in vulnerable populations; and
3. Putting applicants with a criminal history on notice that there may be an issue with respective licensing boards regarding the impact of the criminal history on their ability to obtain professional licensure.

Omission of required information, including failure to provide consent for the background check, or submitting false or misleading information by an individual in any communication with the counseling program may result in withdrawal of conditional acceptance. The program will respect the laws of the state of South Carolina or other state laws with regard to an individual having a sealed juvenile record and having no obligation to reveal records within the juvenile court system.

A final decision with regard to admission will be made only after careful review of factors including but not limited to:

1. The seriousness, circumstances, and frequency of the offense(s);
2. The relationship between the duties to be performed as part of the educational program and the offense(s);
3. The length of time that has passed since the offense(s);
4. Evidence of successful rehabilitation; and
5. The accuracy of any information provided by the applicant.

The priority admission deadline for the Counseling and Development Program is December 15<sup>th</sup> for summer admission. All admission materials must be received by the Graduate School office on or before these dates. The program is a summer admission only program. If there remain openings in the cohort after the priority deadline, the Admissions Committee will consider applications submitted prior to March 15<sup>th</sup>. Candidates are strongly encouraged to submit their applications by December 15<sup>th</sup> to ensure review of their materials.

Admission to the Counseling and Development Program is competitive. Promising applicants are invited for a group interview with the Counseling and Development Admissions Committee. The Admissions Committee considers all the requirements previously listed when making the admission recommendations, educational intentions, and interpersonal style, cognitive complexity, and ethical reasoning. Successful applicants will be notified of acceptance by the Dean of the Graduate School.

### **Transition Points**

The three transition points within the counseling program are listed below and summarize the relationship with CACREP's curricular experiences and the graduate conceptual framework.

#### **Phase I: Admission to the Counseling Program**

- Admission screening
- Admission interview
- Admission
- Preliminary Program of Study

#### **Phase II: Admission to Field Placement**

- Program of study completed and filed
- Academic performance in good standing
- Professional fitness review conference

### Phase III: Exit from the Program

- 3.0 or higher cumulative GPA
- Successful completion of the Internship Portfolio
- Verification of completed special project
- Satisfactory score on the comprehensive exam
- Exit survey

### M.Ed. CSDV - Clinical Mental Health Counseling Required Program

<b>Required Core Courses: 24 hours</b>	<b>Semester Hours</b>
CSDV 601 Counseling Theories	3
CSDV 602 Counseling Skills	3
CSDV 603 Career and Lifestyle Development	3
CSDV 605 Diversity Issues in Counseling	3
CSDV 606 Group Counseling	3
CSDV 614 Lifespan Developmental Counseling	3
CSDV 607 Appraisal of the Individual	3
EDUC 640 Educational Research, Design and Analysis	3

<b>Specialized Studies: 24 hours</b>	<b>Semester Hours</b>
CSDV 604 Foundations and Ethical Issues in Clinical Mental Health Counseling	3
CSDV 608 Loss, Grief, and Crisis Counseling	3
CSDV 617 Family Counseling	3
CSDV 621 Diagnosis and Treatment Planning in Counseling	3
CSDV 615C Clinical Mental Program Health Planning, Consultation, and Supervision	3
CSDV 618 Addictions Counseling	3
CSDV 622 Counseling Children and Adolescents	3
CSDV 623 Advanced Counseling Interventions	3

<b>Professional Clinical Experiences: 12 hours</b>	<b>Semester Hours</b>
CSDV 610A Counseling Practicum I	3
CSCV 610B Counseling Practicum II	3
CSDV 611 Counseling Internship I	3
CSDV 612 Counseling Internship II	3

**Total Semester Hours: 60**

### MEd CSDV - School Counseling Required Program

<b>Required Core Courses: 24 hours</b>	<b>Semester Hours</b>
CSDV 601 Counseling Theories	3
CSDV 602 Counseling Skills	3

<b>Required Core Courses: 24 hours</b>	<b>Semester Hours</b>
CSDV 603 Career and Lifestyle Development	3
CSDV 605 Diversity Issues in Counseling	3
CSDV 606 Group Counseling	3
CSDV 607 Appraisal of the Individual	3
CSDV 614 Lifespan Developmental Counseling	3
EDUC 640 Educational Research, Design and Analysis	3

<b>Specialized Studies: 24 hours</b>	<b>Semester Hours</b>
CSDV 608 Loss, Grief and Crisis Counseling	3
CSDV 613 Foundations and Ethical Issues in School Counseling	3
CSDV 615S School Program Planning, Consultation, and Supervision	3
CSDV 618 Addictions Counseling	3
CSDV 620 Clinical Psychopathology in Counseling	3
CSDV 621 Diagnosis and Treatment Planning in Counseling	3
CSDV 622 Counseling Children and Adolescents	3
CSDV 623 Advanced Counseling Interventions	3

<b>Professional Clinical Experiences: 12 hours</b>	<b>Semester Hours</b>
CSDV 610A Counseling Practicum I	3
CSDV 610B Counseling Practicum II	3
CSDV 611 Counseling Internship I	3
CSDV 612 Counseling Internship II	3

**Total Semester Hours: 60**

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### **Graduate Certificate in School Counseling**

**Graduate Program Coordinator: Dr. Anthony Strange, [strangea@winthrop.edu](mailto:strangea@winthrop.edu)**

This program is for candidates who hold a master's degree in Community or Clinical Mental Health Counseling and wish to pursue certification as a school counselor. Upon completion of the program you will be recommended for a school counseling certification in both South Carolina and North Carolina.

### **Admission Requirements**

Applicants to the Certificate program must have graduated from a CACREP accredited program or one that follows the CACREP curriculum within the last 10 years. Applicants must also:

- Have transcript reviewed by the Winthrop Counseling Program faculty
- Participate in a personal interview with the counseling faculty
- Submit a video of a counseling session for review

- Background Check

### **Program Requirements**

Upon acceptance to the program, students must create a plan of study. A minimum of 12-21 hours of coursework are required in addition to the coursework already completed during your master's degree. Requirements for program completion include:

- Twelve required hours of coursework:

CSDV 613 Foundations and Ethical Issues in School Counseling

CSDV 615S School Counseling Program Planning, Consultation & Supervision

CSDV 611 School Counseling Internship I

CSDV 612 School Counseling Internship II

- The following 3-9 credit hours are required if not previously taken during the master's degree:

CSDV 622 Counseling Children and Adolescents

CSDV 608 Loss, Grief and Crisis Counseling

CSDV 623 Advanced Counseling Interventions

- Passing score on the PRAXIS Subject Assessment test for School Counselor

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### **Master of Education in Learning Design and Technology** **Graduate Program Coordinator: Dr. Marshall Jones, 803/323-2487**

The purpose of the Master of Education in Learning Design and Technology is to prepare professional educators in a variety of fields to create, analyze, deliver and evaluate learning materials and improve human learning and performance through the appropriate use of learning theory and technology tools. The degree program will provide for professional preparation and career advancement to educators working in traditional education environments, such as k-12, and would also serve the needs of professional educators working in corporate, health care, government, nonprofit and higher education environments. Graduates of the field may work as Learning and Development professionals, Instructional Designers, Curriculum Specialists and Instructional/Educational Technology support specialists. Applicants for admission to the Master of Education degree program in learning design and technology must hold a bachelor's degree from an accredited college or university and must meet the following requirements to be eligible for consideration:

1. Submit the Application for Graduate Admission;
2. Submit a statement of professional goals;
3. GRE or MAT scores. Scores may be waived for applicants with an undergraduate GPA of 3.0 or higher or an earned graduate degree from an accredited college or university.



The two year 30 hour curriculum will be taught in five concurrent semesters beginning with the fall term and culminating in the spring of the second year. Instruction will be delivered to the students in a primarily online environment using synchronous and asynchronous learning management systems. Students are expected to come to campus for certain course work, typically during the first and final semesters. Classes will be offered in seven week formats, with the exception of the practicum class which will run for a full semester during the student's final semester. Students will take two classes each semester, but, with the exception of the final semester and possibly the one summer term, will never be in more than one class at a time.

The program will be offered in a cohort fashion. Cohorts will begin in fall and spring semesters.

<b>Required Program</b>	<b>Semester Hours</b>
LTEC 640 Learning Design & Technology Foundations	3
LTEC 641 Educational Multimedia	3
LTEC 642 Instructional Design & Assessment	3
LTEC 643 Instructional Development	3
LTEC 644 Project Planning and Management	3
LTEC 645 Learning Management Systems	3
LTEC 646 eLearning	3
LTEC 647 Human Performance Technology	3
LTEC 648 Research in Learning Design & Technology	3
LTEC 650 Practicum in Learning Technologies	3
<b>Total Semester Hours:</b>	<b>30</b>

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### **Graduate Certificate in Middle Level Education**

**Graduate Program Coordinator: Stacy Martin, 803/323-2452**

The 12-hour graduate professional certificate in Middle Level education will allow professional educators to gain pedagogical skills specifically focused on working with middle level students while providing the required add-on courses for middle level certification for those who meet the 15-hour content course and content exam requirements as outlined by the S.C. State Department of Education. Additionally, it will provide inservice teachers with the new S.C. DoE requirement of 3 hours in Content Area Reading & Writing in ML/SEC mandated by the Read to Succeed initiative (eff. 2016). This certificate program is appropriate for K-12, early childhood, elementary, and secondary educators seeking middle level add-on certification. The program provides students with the opportunity to expand their knowledge of effective strategies for working with young adolescents as advocated by the Association for Middle Level Education (AMLE).

Enrollment is open to:

1. Certified K-12 Educators with a current license who meet the admission requirements below, and
2. Current students in good standing enrolled in the MEd Curriculum & Instruction, MEd Special Education, or MEd Literacy programs at Winthrop University.

### **Application Requirements**

To be considered for admission to the Certificate program, applicants must submit the following:

Certificate-only seeking students:

- Online Graduate School application
- Copy of current South Carolina State Department of Education Class III Professional Certificate or the equivalent from another state.
- Official transcripts (sent directly to Winthrop University from the issuing institution) for evaluation.
- Minimum 3.0 undergraduate GPA OR an official score report for either one of the following tests:
  - The General Test of the Graduate Record Examination (GRE). Preferred GRE scores are 151 on the verbal reasoning section and 153 on the quantitative section.

OR

- The Miller Analogies Test (MAT). Preferred MAT score is 392.

Actively enrolled, degree-seeking Winthrop graduate students:

- Online Graduate School application

Courses in the program are not sequential; therefore, once students have met the admission criteria, they may enroll in the courses during any semester in which they are being offered.

### **Required Program**

MLED 600 – Philosophy, Organization, and Curriculum of the Middle School (3)

MLED 610 – Early Adolescence in Contemporary Society (3)

MLED 630 – Pedagogy and Assessment in the Middle School (3)

READ 645 – Content Area Reading & Writing in ML/SEC (3)

Total: 12 Credit Hours

*Each of these courses will be offered in an online delivery format on a fixed rotation.*

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### **Master of Education in Special Education Intervention (Online ONLY)**

## Graduate Program Coordinator: Dr. Brad Witzel, 803/323-2453

The Master of Education in special education intervention prepares the educational leader to build, lead, and participate in a multi-tiered system of supports (MTSS) or response to intervention program (RTI) and to coordinate and deliver evidence-supported interventions in the areas of behavior, literacy, and numeracy.

Applicants for admission to the Master of Education degree program in special education intervention must hold a bachelor's degree from an accredited college or university and must meet the following requirements to be eligible for consideration:

1. Submit the Application for Graduate Admission including a statement of professional goals;
2. Submit a copy of your current South Carolina State Department of Education Class III Professional Certificate or the equivalent from another state;
3. Have an undergraduate grade point average of 3.0 on a 4.0 scale. If GPA is below 3.0, applicant must submit an official GRE score with a preferred 151 on the verbal reasoning section and 153 on the quantitative reasoning section, or an official score of 392 or above on the Miller Analogies Test (MAT).

During the program, candidates will be required to meet performance measures as specified below:

### Entry to Capstone or Thesis

1. 3.0 or higher cumulative GPA,
2. Minimum grade of B in all SPED courses,
3. Minimum score of Target or higher on at least two key assessments as specified by SPEI-Intervention faculty; and
4. Review of professional dispositions.

### Exit from the Program (30 hours)

1. 3.0 or higher cumulative GPA
2. Review of professional dispositions; and
3. Artifact from SPED 694 or SPED 695 at the score Target or higher.

### Required Program

<b>Professional Studies</b>	<b>Semester Hours</b>
EDUC 640 Educational Research, Design and Analysis	3
SPED 613 Issues and Trends in School-Based Intervention	3
SPED 618 Facilitating K-Postsecondary Transition and Support	3
SPED 663 Advanced Academic Interventions	3
SPED 671 Advanced Formative Assessment in School-Based Intervention	3
SPED 694 Advanced Studies in School-Based Intervention	3

<b>Specialty Studies</b>	<b>Semester Hours</b>
SPED 561 Characteristics of Students with Learning Disabilities	3
SPED 610 Positive Behavior Intervention and Support	3
SPED 680 Mathematics Interventions	3
READ 620 Literacy Strategies for Struggling Learners	3

**Total Semester Hours: 30**

Graduate candidates seeking an endorsement or certification in special education should consult with an advisor.

To be recommended for certification, each graduate candidate must obtain at least the minimum score required by the South Carolina Department of Education on the appropriate Specialty Area Test of the PRAXIS Examination and complete the required courses as defined by the South Carolina Department of Education.

**Curriculum and Pedagogy**

**Master of Education in Teacher Leadership  
Graduate Program Coordinator:**

The Master of Education in Curriculum and Instruction Teacher Leadership is designed to meet the professional development needs of teachers in contemporary schools. The program has options for concentrations (graduate candidates choose one with approval of advisor), leads to the Teacher Leader add-on endorsement, and is aligned in part with the National Board of Professional Teaching Standards and addresses the critical issue of accountability in educational settings. The degree is delivered as a hybrid combining both online and in-person classes. Candidates in the MEd in Teacher Leadership will have multiple clinical experiences and application is expected throughout the program. Access to a public-school classroom is required.

**Admission Requirements**

To be eligible for admission to the Master of Education degree program in Teacher Leadership with graduate status, the applicant must submit the following:

1. Copy of current South Carolina State Department of Education Class III Professional Certificate or the equivalent from another state;
2. Minimum 3.0 undergraduate GPA OR a preferred official score of 151 on the Verbal Reasoning section and 153 on the Quantitative Reasoning section on the General Test 113 of the Graduate Record Examination, or an official score of 392 on the Miller Analogies Test;
3. Statement of professional goals; and

4. Two letters of recommendation, at least one professional educator who has observed the applicant teach. Letters should reflect work with students and address the applicant's leadership potential.

Candidates will be required to meet performance measures as specified below:

### **Midpoint Assessment (18 hours)**

1. Program of Study filed,
2. 3.0 or higher cumulative GPA,
3. EDCI 635 data project satisfactorily completed; and
4. Successful review of professional dispositions.

### **Exit from the Program (36 hours)**

1. 3.0 or higher cumulative GPA,
2. EDCI 637 satisfactorily completed,
3. EDCO 640 Research Proposal,
4. EDCI 636 Research Synthesis Project
5. Successful review of professional dispositions.

### **Required Program**

<b>Professional Core Courses</b>	<b>Semester Hours</b>
EDUC 640 Educational Research, Design, and Analysis	3
EDUC 615 Professional Leadership and Mentoring	3
EDUC 681 Advanced Educational Psychology	3
EDUC 625 Culturally Responsive and Sustaining Teacher Leadership	3

<b>Teacher Leadership Core Courses</b>	<b>Semester Hours</b>
EDCI 635 Using Data to Improve Teaching and Learning	3
EDCI 636 Contemporary Issues and Trends in Curriculum and Instruction	3
EDUC 651 Connecting Curriculum and Technology	3
EDCI 637 Capstone: Advanced Field Placement OR EDCI 695 Thesis	3

### **Concentrations**

12 hours of 500-600 level approved courses  
(Must meet NBPTS Core Propositions 2 and 3)

### **Total Semester Hours: 36**

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### **Master of Education in Literacy**

**Graduate Program Coordinator: Dr. Shawna Helf, 803/323-2578**

The Master of Education degree in literacy is designed to prepare the certified classroom teacher for literacy teaching and/or literacy coaching. Graduates of this program will meet South Carolina course requirements for literacy teacher and/or literacy coach certification as well as South Carolina Read to Succeed certification.

**NOTE:**

1. To receive state certification as a literacy teacher, **two years** of successful teaching experience are required.
2. To receive state certification as a literacy coach, **five years** of successful teaching experience are required.
3. Candidates who complete the program without teaching experience will not receive certification in either area until they can document successful teaching experience as outlined in numbers 1 and 2 above.

In addition, graduates must have satisfactory scores on required PRAXIS examination(s). The MEd in Literacy is offered in a cohort model, starting each fall, with a sequence of specialty studies offered each semester. A candidate who drops out of the cohort may have to wait a full year to reenroll.

**Application Requirements**

Applicants for admission to the Master of Education degree in literacy must hold a bachelor's degree from an accredited college or university, and should meet the following requirements to be eligible for admission:

1. Submit online Graduate School application and non-refundable application fee;
2. Submit a copy of your current South Carolina Department of Education Class III Professional Certificate or the equivalent from another state. This should be uploaded in your online application;
3. Submit official transcripts of all undergraduate and graduate course work. Official transcripts should be sent directly to Winthrop University from the issuing institution(s);
4. Submit official scores on either\* :The General Test of the Graduate Record Exam (GRE). Preferred scores are 151 on the Verbal Reasoning section,153 on the Quantitative Reasoning section, and 3.5 on the writing portion.

**OR**

The Miller Analogies Test (MAT) with a preferred score of 392.

\* The standardized test score requirement is waived if you have earned a previous Master's degree or if your undergraduate grade point average (GPA) is at least 3.0.

5. Present two letters of recommendation from professional references that relate to your professional goals. In the online application you will be required to provide the names and email addresses of two individuals from whom you have requested letters of recommendation. These two people will then receive an email instructing them to

upload the letter into our online application system. It's a good idea to talk with these individuals ahead of time so they will be expecting the email when they receive it.

### **Program Entrance**

- Purchase Via. Your account will be billed directly during the first course in the program.
- Submit proof of International Literacy Association (ILA) membership each year throughout the program.

### **Transition One: Foundations (Minimum of 6 hours)**

- 3.0 or better in READ 605 and READ 615. A passing score of B or better is required.;

### **Transition Two: Midpoint (Minimum of 18 hours)**

- 3.0 or higher cumulative GPA;
- Program of study filed;
- Successful professional disposition review conference;
- Passing score on the PRAXIS II Teaching Reading.

### **Transition Point: Endpoint (Minimum of 24 hours)**

- 3.0 or higher cumulative GPA;
- Successful professional disposition review conference.

### **Exit from Program: (Minimum of 36 hours)**

- 3.0 or higher cumulative GPA;
- Successful completion of final two practica (which include a successful disposition review conference by the literacy faculty, a positive disposition review by the supervising teacher or school administrator, and a final competency evaluation);
- Successful Capstone Project

### **Required Program**

<b>Required Program</b>	<b>Semester Hours</b>
READ 605 Literacy Foundations	3
READ 615 Literacy for Learners with Limited English Proficiency and/or Other Diverse Needs	3
READ 616 Practicum in Assessing and Teaching English Language Learners	3
READ 620 Literacy Strategies for Struggling Learners	3
EDUC 681 Advanced Educational Psychology	3
EDUC 640 Educational Research, Design, and Analysis	3
READ 635 Basic Diagnostics and Instructional Practices	3
READ 645 Content Area Reading and Writing for Middle Level and Secondary Students	3
READ 625 Written Expression Across the Grades	3
READ 636 Action Research to Improve Literacy Instruction	3
READ 655 Advanced Coaching in Literacy Education	3

<b>Required Program</b>	<b>Semester Hours</b>
READ 665 Capstone: Literacy Coaching Practicum	3

**Total Semester Hours: 36**

## **Physical Education, Sport, and Human Performance**

### **Master of Science in Sport and Fitness Administration**

**Graduate Program Coordinator: Dr. Lauren McCoy, [mccoyl@winthrop.edu](mailto:mccoyl@winthrop.edu)**

The Master of Science in Sport and Fitness Administration provides advanced degree seeking students with a quality sport and fitness administration education. The program prepares students to assume leadership positions in various sport and fitness venues in both facility and personnel management and program development. Graduates are prepared to direct sport and fitness programs in the private and public sectors. The program consists of core courses that provide students with a background in administration, research design and current issues and trends in sport and fitness. All students are required to complete a practicum experience in sport or fitness administration or a research thesis. An elective may be selected to meet the needs of graduate candidate's interest in sport or fitness administration. A maximum of nine (9) semester hours of graduate work may be transferred from another accredited institution.

### **Application Requirements**

In the addition to the general requirements for admission to graduate study at Winthrop, the applicant must also submit:

- Personal Statement Essay – Statements should elaborate on the applicant's educational background, professional and volunteer experiences, and qualifications for the program. Applicants should also speak to why they believe Winthrop University's MS in Sport and Fitness Administration (SPFA) program is the right program for them and the goals they hope to achieve if accepted into the program. Essays should not exceed 500 words.
- Resume or CV – Document should be no more than two pages and should include any sport or fitness-related work history.
- Two recommendations using Winthrop's recommendation form.
- Have an undergraduate degree grade point average of a minimum of a 3.0 out of a 4.0 scale.

OR

Submit official scores on either:

- The General Test of the Graduate Record Examination (GRE). Preferred GRE scores are 151 on the verbal reasoning section and 153 on the quantitative section.



- The Miller Analogies Test (MAT). Preferred score is 392.

## Required Program

<b>Core Program</b>	<b>Semester Hours</b>
SPFA 681 Research Methods in Sport and Fitness	3
SPFA 619 Sport and Fitness Promotion	3
SPFA 625 Management & Leadership in Sport and Fitness	3
SPFA 630 Sport and Fitness Facility Management	3
SPFA 615 Computer Application in Sport and Physical Activity	3
SPFA 610 Legal Issues in Sport and Fitness Administration	3
SPFA 635 Financial Management for Sport and Fitness	3

**Total Semester Hours in Core: 21**

## Sport Management Track

<b>With Practicum</b>	<b>Semester Hours</b>
SPFA 670 Advanced Sport Event Management	3
SPFA 672 Socio-Ethical Issues in Sport	3
SPFA 674 Global Sport Management	3
SPFA 694 Practicum in Sport and Fitness	3
Elective	3

**Total Semester Hours in Track: 15**

<b>With Research Thesis</b>	<b>Semester Hours</b>
SPFA 670 Advanced Sport Event Management	3
SPFA 672 Socio-Ethical Issues in Sport	3
SPFA 674 Global Sport Management	3
SPFA 695 Thesis	3
SPFA 696 Thesis	3

**Total Semester Hours in Track: 15**

## Fitness Administration Track

<b>With Practicum</b>	<b>Semester Hours</b>
SPFA 682 Scientific Basis in Physical Activity & Sport	3
HLTH 600 Health Promotion	3
SPFA 690 Advanced Sport & Exercise Psychology	3
SPFA 694 Practicum in Sport & Fitness	3

<b>With Practicum</b>	<b>Semester Hours</b>
Elective	3

**Total Semester Hours in Track: 15**

<b>With Research Thesis</b>	<b>Semester Hours</b>
SPFA 682 Scientific Basis in Physical Activity & Sport	3
HLTH 600 Health Promotion	3
SPFA 690 Advanced Sport & Exercise Psychology	3
SPFA 695 Thesis	3
SPFA 696 Thesis	3

**Total Semester Hours in Track: 15**

# The College of Visual and Performing Arts

**Dean: Jeff Bellantoni**

**Graduate Director: Dr. Wanda Ebright, 803/323-4850**

The College of Visual and Performing Arts offers graduate programs in the following areas: the Master of Arts in arts administration, Graduate Certificate in arts administration, the Master of Music in conducting, the Master of Music in performance, the Master of Music Education and the Master of Fine Arts in studio art. Prospective students should contact the appropriate graduate program advisor for specific program information.

The College of Visual and Performing Arts is one of only seventeen university arts programs in the nation accredited in all the arts domains and the only comprehensive collegiate arts program nationally accredited in all the arts in the State of South Carolina, public or private. The College offers undergraduate and graduate degrees that meet rigorous professional standards. Our programs are accredited nationally by the National Association of Schools of Art and Design (NASAD), the National Association of Schools of Music (NASM), the National Association of Schools of Dance (NASD), the National Association of Schools of Theatre (NAST), the Council for the Accreditation of Educator Preparation (CAEP), and the Southern Association of Colleges and Schools (SACS).

Students desiring initial K-12 certification in music, visual art, dance, or theatre at the graduate level may apply for admission to the Master of Arts in Teaching (MAT) degree program administered by the Richard W. Riley College of Education. Please refer to the College of Education section of this catalog for complete information.

## **Fine Arts Graduate Faculty**

### **Professors**

Shaun Cassidy  
James D. Connell  
Laura J. Dufresne  
Laura Gardner  
Mark Hamilton  
Karen Stock

### **Associate Professors**

Alice Burmeister

**Master of Fine Arts in Studio Art**  
**Graduate Program Advisor: Anne Fiala, 803/323-2653**

The MFA program at Winthrop University develops and nurtures the artist's voice. Winthrop's Department of Fine Arts engages artists who can navigate ideas of the contemporary world. The MFA in Studio Art program demands focused research in traditional, interdisciplinary or emerging practices in visual and conceptual art.

**Application Requirements.** All applicants to the Master of Fine Arts program must submit a digital portfolio representing the applicant's studio artwork.

**Materials and applications are due by March 1 for the fall semester.** Final admissions decisions cannot be made until all information has been received.

Incoming MFA students are required to have a comprehensive background in historical and contemporary movements in studio art, advanced technical skills in at least one studio area, and a strong research background. Admitted students who do not show evidence of these criteria may need additional coursework which could include an additional semester or academic year of study, followed by a portfolio review.

To be considered for admission to the graduate program, the applicant must:

1. Have an overall undergraduate grade-point average of 3.0 or better on a 4.0 scale;
2. Submit a written statement of purpose reflective of applicant's creative goals in the intended area of study. As writing and communication skills are vital to a candidate's success, this is an important component of the application. The statement should indicate how the applicant envisions his or her work developing and why it is important to pursue a graduate degree;
3. Submit a resume;
4. Have three original letters of recommendation submitted directly from art and design professionals;
5. Submit a digital portfolio in a PDF file containing up to 20 digital images. Please also provide a corresponding image checklist consisting of titles, date, medium, description and small thumbnail for each work included in the portfolio. Of the 20 images, five images should demonstrate foundational competency in drawing; five should demonstrate foundational competency in area of interest; and the remaining images should demonstrate what you consider to be your best work.

*All items must be submitted directly to the Graduate School Office.*

6. Arrange and participate in an admission interview with the MFA advisor and appropriate Fine Arts faculty.

A limited number of graduate assistantships and other awards are available for qualified applicants. Also, a limited number of graduate teaching positions may be available for qualified graduate students after they have completed 18 semester graduate hours.

Students are required to complete at least 60 semester hours of approved graduate-level work. At least half the work presented for the degree must be 600-level courses.

With approval of the MFA advisor prior to end or the first semester, MFA students select a major professor. With the completion of 9 to 12 graduate credit hours from Winthrop, students must form a Graduate Committee and apply for Candidacy with Committee review of work. At the end of 18 hours students must apply for Approval of Thesis Proposal together with a Candidacy exhibition and statement.

<b>Required Program</b>	<b>Semester Hours</b>
500-600 level courses in approved studio curriculum (Including Special Topics in Art, MFA Studio Seminars ARTS 584, ARTS 585 and ARTS 690)	36-42

<b>Art History</b>	<b>Semester Hours</b>
ARTH 683 Seminar in Aesthetics, Theory and Criticism of Art	3
500-600 level art history courses	6
500-600 level electives outside Fine Arts	3-9
ARTS 695 Thesis*	3
ARTS 696 Thesis*	3
Graduate Exhibition**	0

**Total Semester Hours: 60**

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with advisor.

\*A thesis project is required for the MFA degree in studio art, creative in content and including a written thesis statement that can be retained by the University. Upon completion of the thesis, students must pass an oral examination (to be completed at least two weeks prior to final examinations).

\*\*Documented exhibition is required of every candidate for the MFA degree in fine arts.

**Master of Arts in Arts Administration**  
**Graduate Program Advisor: Robert Wildman, 803/323-3494**

The arts administration degree is offered in two different formats: low-residency on campus and 100% online. This graduate degree program is for individuals with experience in arts organizations who seek to enhance their effectiveness and increase their career opportunities

as arts administration professionals. The emphasis of the degree is on leadership in nonprofit arts organizations with special focus on the visual arts, dance, music, theatre, museum, cultural institutions, and performing arts administration.

The campus-based program consists of 18 weekend sessions (18 credit hours), research and practicum work (12 credit hours), and two one week-long summer institutes (6 credit hours) that are spread out over two years of half-time enrollment in the fall, spring, and summer. Classes meet on three weekends in the fall, three weekends in the spring, and three weekends along with one full week in the summer.

Winthrop University is a member of the Association of Arts Administration Educators (AAAE), the international professional organization that promotes standards of education in arts administration.

### **Mission Statement**

The Master of Arts in arts administration program combines current theoretical study, and academic research, as well as applied practice to prepare reflective leaders to work with professional skill, creative initiative, and humane integrity in non-profit arts environments.

### **Admission Requirements**

In addition to meeting Winthrop University general admission requirements for all graduate students, the applicant for admission to this program must show high promise of success in graduate study in arts administration as demonstrated by an essay, and documentation of work experience in the field. Ideal candidates come to the program with superior undergraduate achievement in an arts discipline, applied professional work in the non-profit arts environment, and an aspiration to advance to a leadership role in the field. The applied experience with a non-profit arts organization is essential for success in the program because students will draw upon their work experience as context for the concepts, theories, knowledge, and materials presented in the curriculum. Moreover, students are expected to put their learning into practice in their professional lives.

Specifically, applicants should:

1. Hold a baccalaureate degree in an arts or business management discipline. Applicants with degrees in other fields of study who can articulate their interest in pursuing a graduate degree in arts administration are encouraged to apply.
2. Have an overall undergraduate grade-point average of 3.0 on a 4.0 scale;
3. Have at least one year of professional work experience in a non-profit arts/cultural environment;
4. Submit an essay of approximately 2-3 pages explaining your reasons for pursuing a degree; your short-term and long-term career plans; and how your background experience, interest, and/or values, when combined with a MA Art Administration degree, will enable you to pursue these goals successfully.

5. Submit a current resume or *curriculum vitae*; and
6. Submit two letters of recommendation. Recommendations from arts and/or academic professionals who can speak about the applicant's involvement in the non-profit arts field and the applicant's academic research/writing skills are preferred.

#### Campus-based admissions

The application deadline is April 1 for fall admission. Applications will be reviewed for admission as soon as all required materials are received by the Graduate School office. Applications received after the April 1 deadline will be reviewed and considered as space in the cohort permits. Please contact program director Robert Wildman, [wildmanr@winthrop.edu](mailto:wildmanr@winthrop.edu) for information on space availability.

#### Online program admissions

Online students can be admitted for fall, spring, or summer start. Contact 833/257-1704 to inquire about application deadlines.

An applicant whose native language is not English must demonstrate proficiency (see "Graduate Admission for International Students").

<b>Required Program: Year One</b>	<b>Semester Hours</b>
ARTA 600 Principles and Practices of Arts Administration	3
ARTA 610 Leadership, Management, and Organizational Structure	3
ARTA 650 Arts Administration and the Law	3
ARTA 685 Field Based Practicum I	3
ARTA 686 Field Based Practicum II	3

<b>Required Program: Year One Summer Institute I</b>	<b>Semester Hours</b>
ARTA 670 Policy and Advocacy	3

<b>Required Program: Year Two</b>	<b>Semester Hours</b>
ARTA 620 Marketing the Arts	3
ARTA 630 Financial Analysis, Budgeting, and Fiscal Management	3
ARTA 640 Sustainability: Funding, Development and Grants	3
ARTA 695 Research in Arts Administration I	3
ARTA 696 Research in Arts Administration II	3

<b>Required Program: Year Two Summer Institute II</b>	<b>Semester Hours</b>
ARTA 660 Community Engagement	3

#### **Total Semester Hours: 36**

Note: Registration for GSTC 600, Continuing Graduate Studies, may be required. Check with advisor.

## **Graduate Certificate in Arts Administration**

**Program Advisor: Robert Wildman, 803/323-3494**

This low-residency certificate program is designed for individuals with fundamental, entry-level experience in non-profit arts organizations who seek to begin careers or enhance their effectiveness as arts administration professionals. This certificate is ideal for individuals who want advanced credentials and professional connections without the larger time commitment and academic requirements of a master's degree. The weekend and online delivery allows students to develop their professional skills without compromising their family and career obligations.

The eighteen credit hour certificate program includes eighteen weekend sessions, spread out over two years of part-time enrollment. Classes meet on three weekends in the fall, three weekends in the spring, and three weekends in the summer. In the weeks between each module, students and faculty members connect online to develop assignments, share ideas, and reflect upon assigned readings. Course content includes: leadership and governance, marketing, sustainability, legal and ethical issues, as well as finance/budgeting. Certificate students have full access to all the university's resources while they are enrolled in courses.

### **Mission Statement**

The Graduate Certificate in Arts Administration program combines current theoretical study and applied practice to prepare reflective leaders to work in non-profit arts and culture environments.

### **Admission Requirements**

In addition to meeting Winthrop University general admission requirements for all graduate students, applicants for admission must show high promise of success in graduate study in arts administration as demonstrated by an essay, documentation of education, and documentation of work experience in the arts or cultural environment. Ideal candidates come to the program with superior undergraduate achievement in an arts discipline, applied professional work in the non-profit arts environment, and an aspiration to advance to a leadership role in the field. The applied experience with a non-profit arts organization is essential for success in the program because students will draw upon their work experience as context for the concepts, theories, knowledge, and materials presented in the curriculum. Moreover, students are expected to put their learning into practice in their professional lives.

Specifically applicants should:

1. Hold a baccalaureate degree from an accredited institution;
2. Have an overall undergraduate grade-point average of 3.0 on a 4.0 scale;
3. Have at least one year of work experience (professional or volunteer) in a non-profit arts/cultural environment;
4. Submit an essay describing their background in a non-profit arts/cultural environment and their reasons for pursuing this degree program;
5. Submit a current resume or *curriculum vitae*; and
6. Submit two letters of recommendation. Recommendations from arts and/or academic professionals are preferred.



All materials should be sent to the Graduate School, 211 Tillman Hall, Winthrop University, Rock Hill, SC 29733. Final admission decisions cannot be made until all information has been received. Once students are admitted to this certificate program, they may begin their studies at the start of the next new course in the calendar.

An applicant whose native language is not English must demonstrate proficiency (see "Graduate Admission for International Students").

### **Admission to the MA Degree Program after the Certificate**

Upon successful completion of six hours, Graduate Certificate students may apply for admission to the Master of Arts in arts administration degree program. If accepted, all credits earned toward the graduate certificate will be applied to the degree program. All students enrolled in the MAAA degree program from the beginning will receive a Graduate Certificate in Arts Administration upon completion of the 18 credits shown below. They will then continue towards completion of the master's degree.

### **Required Program**

<b>Required Program: Year One</b>	<b>Semester Hours</b>
ARTA 600 Principles and Practices of Arts Administration	3
ARTA 610 Leadership, Management, and Organizational Structure	3
ARTA 650 Arts Administration and the Law	3

<b>Required Program: Year Two</b>	<b>Semester Hours</b>
ARTA 620 Marketing the Arts	3
ARTA 630 Financial Analysis, Budgeting, and Fiscal Management	3
ARTA 640 Sustainability: Funding, Development and Grants	3

**Total Semester Hours: 18**

### **Music**

#### **Graduate Faculty**

##### **Professors**

Lorrie Crochet  
 Tomoko Deguchi  
 Lewis H. Dickert, Jr.  
 Mark Lewis  
 Matthew Manwarren  
 Ronald K. Parks  
 Ian D. Pearson

## **Associate Professors**

Jeffrey McEvoy  
Tracy L. Patterson  
Kristen Wonderlich

### **Admission Requirements for all graduate music degrees**

In addition to meeting Winthrop University general admission requirements for all graduate students, the applicant for admission to a graduate program in music should:

1. Have an overall undergraduate grade-point average of 3.0 on a 4.0 scale.
2. Submit an acceptable score on the verbal and quantitative sections of the General Test of the Graduate Record Examination, the Miller Analogies Test (MAT), or the PRAXIS II Examination in music education;
3. Take entrance diagnostic examinations in music theory and music history/literature. Applicants must demonstrate at least baccalaureate-level competence in music theory and music history/literature.

Results of these examinations will be used to plan an appropriate program of studies for the student. In order to address any deficiencies, a student may be required to enroll in courses which will not count toward their graduate degree;

4. Perform an applied entrance audition on the major instrument. Students who do not pass the applied entrance audition will study at the undergraduate level. Graduate-level study must be attained by the end of the first semester.
5. Successfully complete a writing sample as prescribed by the graduate program director. Contact the graduate program director for additional information.

**The applied entrance audition and all entrance examinations should be taken prior to the semester of initial enrollment in the graduate program.** Auditions and examinations are scheduled in January, May and August of each academic year. Students will not be fully admitted until the audition and examinations have been completed.

**Prospective students should contact Dr. Elise Koehler, by phone at 803/323-2255, or by email at koehlere@winthrop.edu to confirm their intent to perform the audition and take the diagnostic entrance examinations.**

Additional entrance requirements for specific degree programs may be found under each degree section.

### **Comprehensive Examinations**

Graduate students must pass written and oral comprehensive examinations covering all aspects of their graduate program. These examinations are to be scheduled at least four weeks prior to graduation. Students may not attempt the comprehensive examinations more than three times.

## Graduate Assistantships

Graduate assistantships are available to full-time graduate students with full admission status in the following areas: accompanying, choral, instrumental, music theory, percussion, music library, music technology, and music education. Assistantships may not be available in all areas every semester. For more information, contact the Graduate Program Director in music.

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## Master of Music in Music with a Concentration in Conducting Choral or Wind Instrumental Track Graduate Program Advisor: Dr. Elisa Koehler, 803/323-2255

### Admission Requirements

In addition to the general admission requirements for all graduate degrees in music, the Master of Music degree in conducting requires that all applicants hold a baccalaureate degree with a major in performance or music education from an accredited institution.

The candidate must also perform an entrance audition in conducting to be arranged through the appropriate conducting faculty. The audition should consist of standard repertory works and include representative works from various historical periods and styles. Students not accepted for graduate level study should register for undergraduate credit for one semester before re-auditioning for the graduate program.

Applicants for both choral and wind instrumental emphases should also possess: a keyboard proficiency equal to that required of an undergraduate degree in performance or music education and a proficiency in a major instrument required of graduates in the appropriate undergraduate degree program (choral - piano, organ, or voice; instrumental - wind instrument or percussion).

Applicants for the choral emphasis should also possess a diction proficiency in liturgical Latin and either French, German or Italian.

Required Program	Semester Hours
MUSA 511 Score Reading	2
500 or 600-level electives in MUSA/MUST (no more than 3 hours of applied music may be included)	6
MUST 565 20th Century Music Literature	3
Graduate Music Theory Seminar Course	3
MUST 614 Research in Music	3
MUSR 614 Graduate Recital: Performance	0
MUSR 698 Graduate Written & Oral Comprehensive Exams	0

**In addition to the required program, each student must complete one of the following tracks:**

<b>Choral Track</b>	<b>Semester Hours</b>
600-level Choral Conducting	9
Choose 2 hours from:	2
MUSA 651 Winthrop Glee Club	
MUSA 652 Winthrop Chorale	
MUSA 654 Chamber Singers	
MUST 506 Choral Literature	3
MUST 508 Standard Choral Repertory	3

<b>Wind Instrumental Track</b>	<b>Semester Hours</b>
600-level Instrumental Conducting	9
Choose 2 hours from:	2
MUSA 656 Wind Symphony	
MUSA 657 Symphonic Band	
MUSA 658 Wind Ensemble	
MUST 518 Wind Literature	3
MUST 564 Romantic Period Music	3

**Total Semester Hours: 34**

At least one-half of the work presented for a graduate music degree must be in course work at the 600 level. Registration for GSTC 600 (Continuing Graduate Studies) may be required. Students should check with their advisor.

**Comprehensive Examinations**

At least two weeks prior to final examinations, music graduate students must pass written and oral examinations covering all aspects of their graduate program. Students may not attempt the comprehensive examinations more than three times.

**Performance Requirements for Graduation**

At the culmination of applied study, near the end of the degree program, and at least two weeks prior to final examinations, the student will present a full conducting recital as part of the degree requirements. Students meeting degree performance requirements must be enrolled for applied music study in the semester or term in which the recital is given.

**Master of Music in Music with a Concentration in Performance**  
**Graduate Program Advisor: Dr. Elisa Koehler, 803/323-2255**

**Admission Requirements**

In addition to the general admission requirements for all graduate degrees in music, the Master of Music degree in performance requires that all applicants hold a baccalaureate degree with a major in performance, or its equivalent, from an accredited institution.

<b>Required Program</b>	<b>Semester Hours</b>
Graduate Music Theory Seminar Course	3
MUST 614 Research in Music	3
600-level applied music courses in the major instrument	9
500-level music history or literature elective	3
600-level free elective from any discipline offered by the University	3
MUSR 614 Graduate Recital: Performance	0
MUSR 698 Graduate Written & Oral Comprehensive Exams	0

<b>Performance Track</b>	<b>Semester Hours</b>
600-level ensemble (two semesters)	2
500 or 600-level music electives	9

**Total Semester Hours for Performance Track: 32**

Registration for GSTC 600 (Continuing Graduate Studies) may be required. Check with your advisor.

**Performance Track Additional Requirements:**

1. Full recital;
2. Piano students must take MUST 501 (Piano Literature) and MUST 520 (Piano Pedagogy); Voice students must take MUST 505 (Opera Literature) or MUST 509 (Art Song Literature), MUST 519 (Vocal Pedagogy) and MUST 535-536 (Diction); Percussion students must take MUST 517 (Percussion Literature); and
3. At least half the work presented for the degree must be in 600-level courses.

**Comprehensive Examinations**

At least two weeks prior to final examinations, music graduate students must pass written and oral examinations covering all aspects of their graduate program. Students may not attempt the comprehensive examinations more than three times.

**Performance Requirements for Graduation**

At the culmination of applied study, near the end of the degree program, and at least two weeks prior to final examinations, the student will present a full recital as part of the degree requirements. Students meeting degree performance requirements must be enrolled for applied music study in the semester or term in which the recital is given.

**Master of Music Education**

**Graduate Program Advisor: Dr. Elisa Koehler, 803/323-2255**

**Admission Requirements**

In addition to the general admission requirements for all graduate degrees in music, the

Master of Music Education degree requires that all applicants hold a baccalaureate degree with a major in music education, or its equivalent, from an accredited institution. Students whose undergraduate degree does not carry certification in music should enroll in the Master of Arts in Teaching degree program through the Richard W. Riley College of Education.

<b>Required Program</b>	<b>Semester Hours</b>
Graduate Music Theory Seminar Course	3
MUST 612 Foundations of Music Education	3
MUST 614 Research in Music	3
500 or 600-level music teaching methodology	3
EDUC 681 Advanced Educational Psychology	3
MUST 531 Computer Music Technology I	3
MUST 616 The Music Curriculum K-12	3
600-level applied music elective (primary or secondary instruments)	3
500 or 600-level music literature elective	3
500 or 600-level elective from any discipline offered by the University	3
500 or 600-level elective from any discipline offered by the College of Visual and Performing Arts	3
MUSR 698 Graduate Written & Oral Comprehensive Exams	0

**Total Semester Hours: 33**

At least one-half of the work presented for a graduate music degree must be in course work at the 600 level. Registration for GSTC 600 (Continuing Graduate Studies) may be required. Student should check with their advisor.

**Comprehensive Examinations**

At least two weeks prior to final examinations, music graduate students must pass written and oral examinations covering all aspects of their graduate program. Students may not attempt the comprehensive examinations more than three times.

**Performance Requirements for Graduation**

There is no recital requirement for the Master of Music Education degree. However, a student may complete up to 6 hours in applied music with the approval of the appropriate applied committee for any study beyond 3 hours. A student earning 6 credit hours must present at least a half recital before graduation.

## Graduate Faculty

**GARY L. ALDERMAN**

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PhD, Duke University

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