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The University System of Georgia includes all state-operated institutions of higher education in Georgia — 19 universities, 2 four-year colleges, and 12 two-year colleges. These 35 public institutions are located throughout the state.

A 16-member constitutional Board of Regents governs the University System, which has been in operation since 1932. Appointment of board members - five from the state-at-large and one from each of the state’s eleven congressional districts - are made by the governor, subject to confirmation by the State Senate. Regular terms of board members are seven years.

The chairman, the vice chairman, and other officers of the Board are elected by the members of the Board. The chancellor, who is not a member of the Board, is the chief executive officer of the Board and the chief administrative officer of the University System.

The overall programs and services of the university system are offered through three major components: instruction, public service/continuing education, and research.

**Instruction** consists of programs of study leading toward degrees, ranging from the associate (two-year) level to the doctoral level, and certificates.

Requirements for admission to instructional programs at each institution are determined, pursuant to policies to the Board of Regents, by the institution. The Board establishes minimum academic standards and leaves to each institution the prerogative to establish higher standards. Applications for admission should be addressed in all cases to the institutions.

A core curriculum, consisting of freshman and sophomore years of study for students whose educational goal is a degree beyond the associate level, is in effect at the universities, four-year colleges, and two-year colleges. This curriculum requires 60 semester credit hours, including 48 in general education — humanities, mathematics and natural sciences, and social sciences — and 18 in the student’s chosen major area of study. It facilitates the transfer of freshman and sophomore degree credits within the University System.

**Public service/continuing education** consists of non-degree activities, primarily, and special types of college-degree-credit courses. The non-degree activities are of several types, including short courses, seminars, conferences, lectures, and consultative and advisory services, in a large number of areas of interest. Typical college degree-credit public service/continuing education courses are those offered through extension center programs and teacher education consortiums.

Research encompasses investigations conducted primarily for discovery and application of knowledge. These investigations include clearly defined projects in some cases, non-programmatic activities in other cases. They are conducted on campuses at many off-campus locations.

The research investigations cover a large number and a large variety of matters related to the educational objectives of the institutions and to general societal needs.

Most of the research is conducted through the universities; however, some of it is conducted through several of the four-year and two-year colleges.

**The policies of the Board of Regents** for the government, management, and control of the University System and the administrative actions of the chancellor provide autonomy of high degree for each institution. The executive head of each institution is the president, whose election is recommended by the chancellor and approved by the Board.

The University System Advisory Council, with 34 committees, engenders continual system wide dialogue on major academic and administrative matters of all types. It also makes recommendations to the chancellor for transmittal to the Board of Regents as appropriate, regarding academic and administrative aspects of operation of the system.

The advisory council consists of the chancellor, the vice chancellor, and all presidents as voting members, and it includes other officials and staff members of the institutions as nonvoting members. The advisory council’s 21 academic committees and 13 administrative committees are made up of representatives from the institutions. The committees dealing with matters of university-system-wide application include, typically, at least one member from each institution.

### University System of Georgia Board of Regents

<table>
<thead>
<tr>
<th>Name</th>
<th>Term Expires</th>
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<tbody>
<tr>
<td>Kenneth R. Bernard, Jr.</td>
<td>Thirteenth District, 2014</td>
</tr>
<tr>
<td>James A. Bishop</td>
<td>First District, 2011</td>
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<tr>
<td>Hugh A. Carter, Jr.</td>
<td>State at Large, 2009</td>
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<tr>
<td>William H. Cleveland</td>
<td>State at Large, 2009</td>
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<tr>
<td>Robert F. Hatcher</td>
<td>State at Large, 2013</td>
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<tr>
<td>Felton Jenkins</td>
<td>State at Large, 2013</td>
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<tr>
<td>W. Mansfield Jennings, Jr.</td>
<td>Eighth District, 2013</td>
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<tr>
<td>James R. Jolly</td>
<td>Ninth District, 2015</td>
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<tr>
<td>Donald M. Leebern, Jr.</td>
<td>State at Large, 2012</td>
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<tr>
<td>Eiridge McMillan</td>
<td>Fifth District, 2010</td>
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<tr>
<td>William NeSmith, Jr.</td>
<td>Tenth District, 2015</td>
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<td>Doreen Stiles Poitevint</td>
<td>Second District, 2011</td>
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<tr>
<td>Willis J. Potts</td>
<td>Eleventh District, 2013</td>
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<tr>
<td>Wanda Yancey Rodwell</td>
<td>Fourth District, 2012</td>
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<tr>
<td>Kessel Stelling, Jr.</td>
<td>Sixth District, 2015</td>
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<tr>
<td>Benjamin J. Tarbutton, III</td>
<td>Twelfth District, 2013</td>
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<tr>
<td>Richard L. Tucker</td>
<td>Seventh District, 2012</td>
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<td>Allan Vigil</td>
<td>Third District, 2010</td>
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### University System Officers and Staff

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
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<tr>
<td>Chancellor</td>
<td>Mr. Erroll B. Davis, Jr.</td>
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</tbody>
</table>
Welcome to Savannah State University!

For 118 years, Savannah State University has been an important part of higher education. As the oldest public institution in Savannah, Savannah State University has transformed the lives of generations of students who had the dream, desire and motivation to achieve a higher education and a more rewarding future for themselves and their loved ones.

The 173-acre campus is by far the most picturesque in the state of Georgia. The moss-laden sweeping oak trees, expansive marsh and historic architecture create a resplendent yet tranquil atmosphere. Beneath the beauty and splendor is a vibrant residential campus bursting at the seams with the vim and vigor of quality collegiate life: relevant academic majors, engaging lectures, cutting-edge research, quality student-faculty engagement and a nurturing environment. I invite you to become a part of the SSU family. Please continue your exploration of Savannah State University—both on the Web and in person—and share our excitement.

Again, welcome to Savannah State University.

Earl G. Yarbrough, Sr., Ph.D.
President

Presidents

Richard R. Wright
1891-1921

Cyrus G. Wiley

Benjamin F. Hubert
1926-1947

James A. Colston
1947-1949

William K. Payne, Ph.D.
1949-1950, Acting
1950-1963

Howard Jordan, Ph.D.
1963-1971

Prince A. Jackson, Jr., Ph.D.
1971-1978

Clyde W. Hall, Ph.D., Acting
1978-1980

Wendell G. Rayburn, Ph.D.
1980-1988

Wiley S. Bolden, Ph.D., Acting
1988-1989

William E. Gardner, Jr., Ph.D.
1989-1991

Annette K. Brock, Ph.D., Acting
1991-1993

John T. Wolfe, Ph.D.
1993-1997

Carlton E. Brown, Ph.D.
1997-2006

Julius S. Scott, Ph.D., Interim
January-July 2007

Earl G. Yarbrough, Sr., Ph.D.
2007-

Message from the Dean

Welcome to the Office of Graduate Studies, Savannah State University (SSU). Founded in 1890, SSU is a Historically Black College/University (HBCU) and a senior co-educational unit of the University System of Georgia. We have a beautiful 173 acre campus located adjacent to a salt-marsh estuary. We are located approximately five miles southeast of downtown Savannah, which is the largest Historic Landmark District in the United States, and twenty minutes west of the beaches of the Atlantic Ocean. Savannah State University is primarily an undergraduate teaching institution, with an undergraduate enrollment of approximately 3000 students, but we have a growing graduate student body, presently numbering about 150 students. Our goal is to continue to grow and strengthen our graduate programs, so that our graduate...
students can continue to successfully compete for entrance into
doctorate programs or enter professional occupations. We invite
you to visit our campus and learn more about the opportunities for
graduate education and scholarly endeavors that we provide, as
well as the amenities and beauty of the Savannah area. We offer
graduate programs in:
- Master of Business Administration
- Master of Public Administration
- Master of Science in Urban Studies
- Master of Social Work
- Master of Science in Marine Sciences

Savannah State University's graduate programs offer many
advantages that are designed to make graduate education at SSU
rewarding, successful, and affordable:
- Small class size and a low student-faculty ratio give you
  individualized attention.
- The University President and administration are dedicated to
  supporting and growing graduate programs at SSU. We started
  our new MBA program in the fall of 2007.
- We have excellent graduate faculty dedicated to your success.
- We provide well-equipped classrooms with state-of-the-art
equipment. For example, all Urban Studies students have
  access to GIS equipment. Our marine science labs are
  excellently equipped.
- Our graduate students participate actively in invaluable
  research experience. Scholars in the Marine Sciences program
  work with top experts in the area including NOAA and the
  Skidaway Institute of Oceanography.
- There are scholarships/assistantships opportunities, including
  the Public Administration, Social Work and Marine Sciences
  programs.
- Night-time and weekend class scheduling accommodate
  working/nontraditional students.

To arrange campus visit or if you have questions, please feel free
to contact Ms. Lukana Hayes at (912) 356-2244 or
hayesl@savstate.edu. We would love to have you visit our campus
and meet with our students and faculty.

I wish you success as you pursue your graduate education
endeavors.

Sincerely,

Chellu Chetty, Ph.D.
Dean, Graduate Studies and Sponsored Research

Message from the Associate Dean

Graduate Studies at Savannah State University holds a unique
leadership position through our unwavering commitment to
academic excellence, the student experience, and community
partnerships.

We appreciate your interest in graduate studies at Savannah State
University and the experience you bring to our classrooms.
Students working on post-baccalaureate degrees provide a sense
of focus and intensity to any campus, thus we welcome your
desire to study here. The enthusiasm of undergraduate students
mixed with the motivation of graduate students creates an
improved learning environment for all involved. We welcome you
warmly to Savannah State University.

I predict you will be pleased with the direction and dynamics of our
Master of Business Administration, Master of Public
Administration, Master of Urban Studies, Master of Marine
Sciences and Master of Social Work programs. The high
academic standards which are hallmarks in our undergraduate
degrees will be enhanced even more in the classrooms of our
graduate degree programs. You will find these Masters programs
to be innovative, practical and stimulating.

Our world needs leaders, educators, and scientist who cannot only
make a living but also make a life. The values of Savannah State
University and the faculty who engage you in the classroom will
prepare you to make much needed change in our culture.

We welcome you to graduate studies at Savannah State University
and remember “You Can Get Anywhere from Here”.

Sincerely,

Emily M. Crawford, DBA, Ph.D.
Associate Dean of Graduate Studies/Director of Survey Research
Center
Location

Savannah State University is located approximately five miles east of the downtown of beautiful, historic Savannah, the original European settlement in Southeast Georgia, founded by James Oglethorpe in 1733. Savannah today is an extraordinarily attractive and busy port city with nearly 200,000 inhabitants. Close by are the historic and contemporary sea islands of Georgia and South Carolina, such as St. Simons, Jekyll, Hilton Head, and Daufuskie Islands. It is rooted in the Low Country—and the famed Gullah-Geechee culture, a blend of early African and American ways of life, language, cuisine, and music. Tybee Island lies to the east and is noted for its easy-going life style and sport fishing. The general environment is replete with abundant historic and contemporary tourist and outdoor attractions, including wildlife refuges, museums, heritage preserves, and numerous other attractions. Historically, the region was noted for its rich rice and cotton production as well as its lively pirate trade. Many believe Savannah, with its exemplary urban renewal and historic preservation record, is the ultimate Southern hostess city.

The campus itself lies on a stunningly beautiful site adjacent to the inland waterway near the estuary of the Savannah River and proximate to the Atlantic coast. Several of the University’s major buildings overlook the open marsh and peaceful tidewater flood plain while others center on the two beautifully landscaped quads of native foliage. A temperate climate encourages year-round outdoor activities with mean high temperatures ranging from the low 50s for December/January to the 80s for July/August.

Savannah State University is accessed from north/south Interstate 95 and east/west Interstate 16. A beautiful, modern and convenient Savannah International Airport makes the region accessible from anywhere in the world. Nearby cities include Atlanta and Macon, Georgia; Jacksonville and St. Augustine, Florida; Charleston and Columbia, South Carolina, and Charlotte, North Carolina.
Buildings

The campus, comprising 165 acres, presents a unique setting of natural beauty. Among its buildings are two that were constructed during the administration of the University’s first president, Major Richard R. Wright: Hill Hall (1901) and Hammond Hall (1915), both of which are located on the Alexis Circle.

Administrative functions, including the offices of the President, Academic Affairs, Business and Finance, Enrollment Management, Human Resources, the Registrar, and Student Accounts are housed in the Colston Administration Building, located just inside the Falligant Avenue gate.

The administrative offices for dean of the College of Business and Administration (COBA) are located in Howard Jordan Hall, across from Tiger Arena. The dean of the College of Liberal Arts and Social Sciences has offices in John F. Kennedy Fine Arts Building (1967). And, the dean of the College of Sciences and Technology has offices in Hubert Technical Sciences Building (1960).

The Asa Gordon Library (1976) is a circular-shaped building located on the southern portion of the campus, near the Howard Jordan Hall and Helen Adele Whiting Hall.

The Martin Luther King, Jr.-Varneretta Frazier Student Center on the Felix J. Alexis Circle, houses the Dining Hall and Snack Bar, and all student affairs units, including the offices of the Vice President for Student Affairs, Career Services, Auxiliary Services, Disability Services, Student Counseling, Residential Life, Student Housing, and Student Activities. The facility also houses the President’s private dining room, the bookstore, the campus post office, a ballroom with a capacity of 538, the Norman Elmore Theater, with a seating capacity of 320, and game room facilities. The building also provides office space for Continuing Education and International Educational Programs.

Classroom buildings include:

**Drew-Griffith Center for the Natural Sciences** provides offices, laboratories, and classroom space for the natural sciences, including biology, environmental studies, physics, and chemistry.

**Howard Jordan Hall**, across from Tiger Arena, houses faculty offices and classrooms for the College of Business Administration. The Mary Torian Auditorium is located in this facility.

**Hubert Technical Sciences Center**, near Adams Hall, provides office space, computer labs, science labs, and classroom space for many of the classes in the sciences and engineering technology.

**Kennedy Fine Arts Building**, across from the Medgar Evers Physical Plant, provides office space and classroom space for the programs in music, band, theater, and fine arts.

**The Marine Science Building**, on the marsh near the Alexis Circle, provides offices and classrooms and wet labs for the marine sciences undergraduate and graduate courses.

**W. K. Payne Hall**, a two-story building that provides office space, computer labs, language laboratory, and classroom space for most of the classes in African Studies, criminal justice, English, history, humanities, modern languages, political science, religion and philosophical studies, psychology, public administration, social work, sociology, and urban studies. Payne Hall is located on Thompson Road, near the Alexis Circle.

Administrative Officers/Cabinet Members

**President**

*Earl G. Yarbrough, Sr.*
B.A., Wichita State University
M.A., California State University
Ph.D., Iowa State University

**Vice President for Academic Affairs**

*Mary C. Wyatt*
B.S., Virginia State University
M.S., Washington State University
Ph.D., Florida State University

**Vice President for Administration**

*Claud Flythe*
B.A., Shaw University
M.S., Indiana University
D.A., Middle Tennessee State University
Vice President for Fiscal Affairs
Edward Jolley
B.S., Morgan State University
M.B.A., Regis University

Vice President for University Advancement
Vacant

Vice President for Student Affairs
Irvin Clark
Ed.D., Fielding Graduate University

University Counsel
Larry Chisolm
B.A., S.D., Duke University

Assistant Vice President for Academic Affairs
Larry D. Stokes
B.S. and M.S.C.J., University of Tennessee at Chattanooga
Ph.D., Howard University

CIO- Computer Services & Information Technology
Jeff Delaney
B.S., University of Maryland
M.S., Georgia College & State University

Director of Human Resources
Sandra McCord Best
B.S., Savannah State College
M.P.A., Savannah State University
Ed.D., Fielding Graduate University

Director of Institutional Research and Planning
Michael Crow
B.A., M.A., University of California
Ph.D., University of Michigan

Director of Internal Audit & Advisory Services
Elaine Shavers Campbell
B.A., Clark Atlanta University
M.B.A., Savannah State University
M.A.C., Georgia Southern University

Interim Director of Title III
Dedra Andrews
B.B.A., Savannah State University
M.A., Webster University

Colleges

College of Business Administration
Dean
Mostafa H. Sarhan
B.S., University of Cairo
M.B.A., Texas A&M University
Ph.D., The University of Arkansas

Associate Dean
Reginald Leseane
B.B.A., Savannah State University
M.B.A., Ed.D., Georgia Southern University

Director of Graduate Business Programs
**William A. Dowling**  
B.B.A., M.B.A., Valdosta State University  
D.B.A., University of Tennessee

**College of Liberal Arts and Social Sciences**  
**Dean**  
*Jane M. Gates*  
B.A., Political Science, Arkansas State University  
MPA, Public Administration, University of Arkansas-Fayetteville  
Ph.D., Political Science, Southern Illinois University

**Liberal Arts Department Chair**  
*April Gentry*  
B.A., MacMurray College  
M.A., Ohio University  
Ph.D., Southern Illinois University

**Social Work Department Chair**  
*Bernita C. Berry*  
B.A., Sociology, Morris Brown College  
MSW, Social Work, Atlanta University  
Ph.D., Sociology, Kent State University

**Political Science, Public Administration and Urban Studies Department Chair**  
*Bernard L. Bongang*  
M.S., Journalism, Boston University  
M.A., Ph.D., International Studies, University of South Carolina, Columbia

**Social and Behavioral Sciences Department Chair (Interim)**  
*Mohamad Mukhtar*  
B.A., M.A., Ph.D., Al-Azhar University

**College of Sciences and Technology**  
**Dean**  
*Vacant*

**Engineering Technology Department Interim Chair**  
*Jonathan Lambright*  
B.S., M.S., North Carolina A&T State University  
M.S., Ph.D., Georgia Institute of Technology

**Natural Sciences & Mathematics Department Chair**  
*Harpal Singh*  
B.S., M.S., Punjab University  
M.P.H, Ph.D., University of Tennessee

**Naval Science (NROTC) Department Chair**  
*CAPT Kent Flowers*  
B.A., University of Virginia  
M.A., College of Naval Command and Staff

**Military Science (AROTC) Department Chair**  
*COL James E. Handley, USAR*  
B.S. Sociology, North Georgia College

**Graduate Studies**  
**Dean of Graduate Studies and Sponsored Research**  
*Chellu Chetty*  
B.S., M.S., Ph.D., S.V., University
Mission and Goals of the University

Mission Statement
Chartered by the State of Georgia in 1890, as a department of the State University for the education and training of Negro students, Savannah State University is now one of the most diverse institutions in the University System of Georgia. While remaining true to its historical mission of service to the African American community, Savannah State has embraced students with varied ages, backgrounds, ethnicity, religion, and national origins.

The University’s mission is to graduate students prepared to perform at higher levels of economic productivity, social responsibility, and excellence in their chosen fields of endeavor in a changing global community. The educational goal is realized through program offerings in the College of Business Administration, the College of Liberal Arts and Social Sciences, and the College of Sciences and Technology, which lead to baccalaureate, and master’s degrees. The University’s mission is consistent with the core missions of the University System of Georgia and the senior universities in the System.

- Savannah State University shares with the University System of Georgia the following characteristics:
- A supportive campus climate, necessary services, and leadership development opportunities, all to educate the whole person and meet the needs of students, faculty, and staff; cultural, ethnic, racial, and gender diversity in faculty, staff, and student body, supported by practices and programs that embody the ideals of an open, democratic, and global society;
- Technology to advance educational purposes, including instructional technology, student support services, and distance education; collaborative relationships with other System institutions, state agencies, local schools and technical institutes, and businesses and industries, sharing physical, human, information and other resources to expand and enhance programs and services available to the citizens of Georgia.

Savannah State University shares with senior universities in the University System of Georgia these characteristics:
- A commitment to excellence and responsiveness within the scope of influence defined by the needs of an area of the state, and by particularly outstanding programs or distinctive characteristics that have a magnet effect throughout the region or state;
- A commitment to the teaching/learning environment, both inside and outside the classroom, that sustains instructional excellence, serves a diverse and college prepared student body, promotes high levels of student achievement, offers academic assistance, and provides Student Academic Support programs for a limited student cohort;
- A commitment to a high quality general education program supporting a variety of disciplinary, interdisciplinary, and professional programming at the baccalaureate level, with selected master’s, and selected associate degree programs based on area need and/or inter-institutional collaborations;
- A commitment to public service, continuing education, technical assistance, and economic development activities that address the needs, improve the quality of life, and raise the educational level within the University’s scope of influence; and a commitment to scholarly and creative work to enhance instructional effectiveness and to encourage faculty scholarly pursuits; and a commitment to applied research in selected areas of institutional strength and area need.

The continuing commitment of Savannah State University to academic excellence is expressed through the following characteristics:
- Tradition of serving the educational needs of African-American students as well as those of all other students, regardless of race, ethnicity, or culture; the historical tradition as an African-American institution which defines the University as a unique cultural and educational resource for the interpretation and transmission of the African-American legacy; the guiding principle of the faculty and staff which is service to students expressed by quality, student-centered instruction, scholarship, research and effective support services that nurture the intellect and value honesty and human sensitivity; a high quality general education offered through the core curriculum in humanities, mathematics, natural sciences, and social and behavioral sciences;
- Baccalaureate degree offerings with a dynamic mix of liberal arts programs that address the study of the humanities, social sciences and the sciences; professional programs that address the study of commerce, entrepreneurship, communications, social services, technology
and environmental sustainability; master's degree offerings that address the study of the social and behavioral sciences, and natural sciences; and initiatives to provide new programs and levels of service to meet the ever changing needs of a coastal urban area;

- A commitment to excellence in the area of engineering technology;
- Student Academic Support services that provide educational access and opportunity for students, and service programs, offered singularly and collaboratively, to enhance student satisfaction and academic success; and an active community service function that is carried out through collaborative partnerships with business, private

Accreditations

Savannah State University is fully accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097, phone 404.679.4501) to award baccalaureate and master’s degrees.

Specific degree programs and their accreditations follow.

- The Master of Business Administration degree program is accredited by The Association to Advance Collegiate Schools of Business (AACSB International).
- The Master of Public Administration degree program is accredited by the National Association of Schools of Public Affairs and Administration.
- The Master of Social Work degree program is accredited by the Council on Social Work Education Commission on Accreditation.

Student Affairs

Savannah State University is a community that values and appreciates diversity. The Division of Student Affairs strives to provide a wide range of student support services and programs consistent with individual student needs and Savannah State’s commitment to diversity.

The mission of the Division of Student Affairs strives at Savannah State University is to encourage and enhance the intellectual and personal growth and development of students. Student Affairs includes athletics and intramural sports, campus ministry, career services, housing, international student services, orientation, student activities, student discipline and judicial procedures, student organizations and volunteerism.

Savannah State University is committed to meeting the social, psychological, spiritual, and physical needs of its students through integrated and diverse programs and services that will both challenge and support the development of life skills. The resources of the Division of Student Affairs are utilized to facilitate the learning process of students both inside and outside of the classroom and to achieve the University's goal of developing the whole person.

Through the programs and services of the Division of Student Affairs, service to others, appreciation of diversity, and a global perspective are strongly and actively encouraged. Student Affairs is located in the King Frazier-Complex and can be contacted at 912-356-2194.

Academic Misconduct

Students are subject to disciplinary action for engaging in academic misconduct and academic dishonesty, which includes, but is not limited to, the following:

Cheating or academic dishonesty is defined as the deception of others about one's own work or about the work of another.

Examples of cheating include, but are not limited to:

- Submitting another's work as one's own or allowing another to submit one's work as though it were his or hers.
- Several people completing an assignment and turning in multiple copies, all represented either implicitly or explicitly as individual work.
- Failure to properly acknowledge authorities quoted, cited or consulted in the preparation of written work (plagiarism). Specific examples of plagiarism are:
  - Copying and/or presenting the words of others as one’s own writing, including from Internet sources.
  - Copying words, even if you cite the sources, unless appropriate quotation is noted.
  - Copying words and then changing them a little, even if you give the source.
  - Expressing in your own words someone else's ideas as your own.
- The use of materials, textbook, notes, cellular phones, MP3 players, or other electronic devices during an examination without the expressed permission of the instructor.
- The receiving or giving or unauthorized help on assignments.
- Stealing a problem solution from an instructor.
-Tampering with experimental data to obtain 'desired' results or creating results for experiments not done ("dry labbing").
- Tampering with or destroying the work of others.
- Submitting substantial portions of the same academic work for credit of honors more than once without permission of the present instructor.
- Lying about these or other academic matters.
- Falsifying college records, forms or other documents.
- Unauthorized access of computer systems or files. With regard to plagiarism, themes, essays, term papers, tests, and other similar requirements must be the work of the student submitting them. When direct quotation of paraphrased material are used, they must be
attributed to the source, and when the ideas of others are incorporated in the paper, they must be appropriately acknowledged. (Source: SSU Student Handbook)

**Adjudication of Academic Dishonesty Cases**
The following procedures are designed to adjudicate violations of academic dishonesty:

**First Offense - Guilty Plea - Request for Instructor of Record to Adjudicate**
The instructor of record and student should consult the Department Chair and the Office of Student Ethics about the violation. The following sanctions will normally be imposed:

- The student will be placed on Disciplinary Probation for a minimum of one semester by the Office of Student Ethics.
- The student will be subject to any academic sanctions imposed by the instructor of record up to and including a zero for the work involved.
- The imposition of one type of sanction shall not preclude the additional imposition of the other.
- A copy of all material involved in the case (Academic Dishonesty Report Form and Request for Instructor to Adjudicate Form) and a brief statement from the professor concerning the facts of the case should be mailed to the Office of Student Ethics for inclusion in the student's discipline record.

**First Offense - Not in Violation Plea or Plea not Adjudicated by the Instructor of Record**

- The Student Ethics Board or a Hearing Officer will adjudicate the case.
- If the student is found in violation, the following will normally be imposed:
  - The student will be placed on Disciplinary Probation for a minimum of one semester by the Student Ethics Board or a Hearing Officer.
  - The student will be subject to any academic sanctions imposed by the professor.
  - The imposition of one type of sanction shall not preclude the additional imposition of the other.

**Repeat Violation of Academic Dishonesty**

If the student has a second violation of academic dishonesty, the following sanctions will normally be imposed:

- Suspension for a minimum of one semester or expulsion.
- The student will be subject to any academic sanctions imposed by the instructor of record up to and including a zero for the work involved.

**Not in Violation Finding**

When a student is found not in violation of the Academic Dishonesty Policy, wherein discovery of evidence exonerates a student charged with academic dishonesty or mitigates the severity of an academic sanction imposed of the offense, the Board of Student Ethics or Hearing Officer forwards the recommendation to the instructor of record and to the Department Chair. The instructor or record shall reconsider his or her conclusion or sanction in light of the additional evidence. The instructor of record shall have five (5) work days to submit the final grade for the course to the Registrar. A copy of the final grade shall be forwarded to the Department Chair.

In the case of a Department Chair bringing the charges against the student, the Board of Student Ethics or Hearing Officer shall forward the recommendation to the instructor of record and to the Office of the Dean. (Source: SSU Student Handbook)

**Student Insurance**

**Theft and Fire.** One of the greatest challenges facing colleges and universities in theft in residence halls. From time-to-time, incidents of theft in the residence hall are reported to officials as Savannah State University. Inasmuch as students are strongly encouraged to follow safety instructions and guidelines described in this handbook, it is the University's expectation that students who live on campus purchase theft and fire insurance. Such insurance information is available in the Office of Residential Services and Programs at a very reasonable cost.

**Injury and Sickness.** Although students pay a health fee each semester, the fee does not pay for student health insurance. If a student is not covered under their parents' health insurance, then the insurance plan should be sought by the student immediately. Certain students are required to participate in the University System of Georgia Student Health Insurance Program (SHIP).

**USG Student Health Insurance Program Requirements**

All University System of Georgia institutions are required to participate in the Student Health Insurance program. Students in the categories listed below are required to have insurance that meets minimum standards set forth in Plan I (Mandatory Plan). Students who are not covered under another policy (employer, a parent or spouse) must purchase the negotiated policy. The following students are required to have health insurance that meets the minimums in Plan I (Mandatory Plan):

- All graduate students receiving a Full Tuition Waiver as part of their graduate assistantship award.
- All undergraduate, graduate and ESL international students holding F or J visas.
- All undergraduate and graduate students enrolled in programs that require proof of health insurance.
- All graduate students receiving fellowships that fully fund their tuition.
Students who do not fall in the mandatory group (Plan I) have the option of purchasing other coverage provided through the USG Insurance Program (Plan II). For more information visit: http://www.usg.edu/student_affairs/faq/health/ . Additional insurance information is available at the Health Center.

**Office of Counseling and Disability Services**

The Office of Counseling and Disability Services provides free, confidential personal counseling and disability services to all students at SSU. We know that college life is a transitional period marked by change, pressure and stress. Therefore, our goal is to help students understand this period, find ways of coping and grow from their experiences. The Office of Counseling and Disability Services is located in the King Frazier Complex, Room 228, and can be contacted at (912) 356-2202/2285.

**Personal Counseling Services**

**Mission**

To provide developmental, remedial, preventive and consultative/training services which will assist students to grow and experience personal and academic success within the educational framework.

Areas of counseling include but are not limited to: relationship issues, self esteem, stress management, eating disorders, problem gambling, pregnancies, anger management, depression and suicide, homesickness, self injurious behaviors and substance abuse.

**Disability Services**

**Mission**

To improve the educational development of students with disabilities and enhance understanding and support within the campus community.

Accommodations are provided and are academic adaptations that do not compromise academic standards or the mastery of essential course elements. They include, but are not limited to: preferential housing, extended time for exams, use of adaptive equipment, books on CD, sign language interpreters, magnification equipment for testing, proctors, readers, registration assistance, preferred seating, quiet rooms for testing and accommodations for the Regents Exam.
Academic Policies and Procedures

Right to Change Policies

Policies and procedures stated in this Catalog require continuing evaluation, review, and approval by appropriate University officials. All statements reflect policies or procedures in existence at the time this Catalog went to press, and the University reserves the right to change policies at any time and without prior notice.

Equal Opportunity/Affirmative Action

Savannah State University (SSU) is committed to the policy of providing equal opportunity for all persons and will not discriminate in admissions, programs, or any other educational function or service on the basis of sex, disability, age, race, national origin, color, or religion. In carrying out this commitment, the University follows the principle of affirmative action and operates within the federal laws and executive orders prohibiting discrimination. Inquiries concerning the application of any of the federal laws or regulations may be referred to Savannah State University Office of Human Relations.


The Department of Public Safety is primarily responsible for the safety of members and guests of the university community by providing law enforcement services throughout the campus 24 hours per day, seven days per week throughout the calendar year. Staffed by State of Georgia certified officers with specialized training, officers of the Department of Public Safety have arrest powers for offenses committed on any public or private property within 500 yards of any property under the auspices of the University System of Georgia. Students are entitled to request and receive a copy of the Security Report for the campus, which includes statistics for the past three years concerning crimes and incidents reported to campus security authorities. This report also provides campus policies and practices concerning security; how to report sexual assault and other crimes, crime prevention efforts, policies/laws governing alcohol and drugs, victims' assistance programs, student discipline, campus resources, and other matters. In emergency situations, students are instructed to contact the Department of Public Safety located in Harris Hall and available by telephone at (912) 356-2186.

Family Educational Rights and Privacy Act (FERPA)

Students at Savannah State University have certain rights with regard to their educational records as stipulated by the Family Educational Rights and Privacy Act (FERPA-Buckley Amendment). FERPA is designed to protect the students’ rights with regard to education records maintained by the institution. Under FERPA, students may inspect and review their own education records maintained by the institution and challenge the content of records (except grades which can only be challenged through the academic appeal procedure) on the grounds that they are inaccurate, misleading or in violation of privacy or other rights. Students may control disclosures from educational records with certain exceptions. Teachers, administrators and the like within the same institution may look at a student's record if they have a "legitimate educational interest." A copy of a summary of the FERPA regulations may be obtained in the Office of the Department of Education, Washington, D.C. 20201.

Equal Access Policy

Savannah State University makes every effort to meet special accommodation and access needs. For information on specific accommodations for individuals with disabilities, contact the Department of organization sponsoring the class or event you wish to attend or call the Office of Student Affairs at 912-356-2194, located in the King-Frazier Student Center Complex, Suite 247.

Policy on Sexual Harassment

Sexual harassment is considered to be a form of discrimination based on sex and falls within the statutory prohibitions against sex discrimination. The university is committed to maintaining a working and a study environment free of sexual harassment. Accordingly, in compliance with Section 703 of Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972, it is the university’s policy not to tolerate any verbal, nonverbal, or physical behavior which constitutes sexual harassment. Personnel with supervisory responsibilities are required to take immediate and appropriate action when incidents of alleged sexual harassment are brought to their attention. Violations of the policy prohibiting sexual harassment may lead to disciplinary actions, including reprimand, suspension, or termination of employment of academic status.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature when: 1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or academic decisions; or 2. submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions; or 3. such conduct has the purpose or effect of unreasonably interfering with an individual’s work or academic performance or creating an intimidating, hostile, or offensive working or academic environment.

Faculty, staff, students, and applicants for employment or admission with complaints of sexual harassment should contact the University EO/AA Office on a confidential basis and request an informal investigation.

Faculty, staff, and students may file formal complaints outside of the university. Students may file formal complaints with the Office
of Civil Rights of the Department of Education. Faculty may file formal complaints with the Equal Employment Opportunity Commission. Staff may contact the state EEO Office or the Equal Employment Opportunity Commission.

**Academic Integrity**

Savannah State University is an academic community dedicated to teaching, learning, and research. Like other communities, the University can function properly only if its members share an expectation of intellectual honesty. Academic integrity promotes the development and expression of new ideas, while academic dishonesty acts as a corrosive force in the life of the university. Academic integrity enhances the quality of each student’s education and allows for the recognition of the genuine achievements and accomplishments of all.

By enrolling at Savannah State University, students acknowledge their obligation to adhere to the Code of Academic Integrity. As members of the University community, students are responsible for promoting academic integrity. This includes the responsibilities to report cases of academic dishonesty and to cooperate with faculty in resolving such cases.
Graduate Studies

The Dean of Graduate Studies and Sponsored Research (GSSP) directs Graduate Studies at Savannah State University and shares responsibility for program development, management, promotion, and review with the individual graduate program’s colleges, and the Graduate Council. Students are always welcome in the graduate offices located in Hubert B, room 400A. Graduate School admissions staff process applications, handle enrollment questions, and maintain student records. Graduate staff also manage the graduate assistantship program, produce academic and promotional materials, assist with recruiting and marketing efforts, and provide logistical support for the Graduate Council.

The Office of Research and Sponsored Programs (ORSP) is located in Hubert A Room. Under the direction of the Dean, GSSP, the ORSP provides leadership, coordination, and services for faculty and staff members seeking external funds that contribute to strengthening all forms of scholarship at SSU. As the single point of contact for all activities between the University and its external sponsors, ORSP administers grant proposals, and disseminates information on research and program trends and sources of support from sponsoring agencies.

Mission

The mission of the Office of Graduate Studies is to provide leadership for developing and sustaining quality graduate programs; to promote graduate education; to facilitate student access to graduate programs; to support and promote public service, research, and sponsored programs; and to support faculty development. In keeping with the SSU mission, the Office of Graduate Studies strives to carry out its mission in an environment that enhances the ability of students to perform at higher levels of excellence in their chosen fields of endeavors and to prepare leaders and responsible citizens in a changing global community.

Admissions

Admissions to Savannah State University graduate programs require a baccalaureate degree from a regionally accredited institution. Some degrees require the Graduate Record Examination (GRE), Miller Analogies Test (MAT), or Graduate Management Admission Test (GMAT). Scores must be within the last five years to be accepted. Test scores alone do not determine admission to a program. Letters of recommendation, statement of purpose, and personal interviews are also used to assess a student’s preparedness for and probability of success in a program.

Students must satisfy requirements of the program in which they seek admission. Please refer to the program requirements in the catalog.

Graduate Academic Residency Requirement

Academic residence is defined as being enrolled in one or more courses at Savannah State University. This is not to be confused with status as a legal resident of the State of Georgia for fee determination purposes. The minimum academic residence requirement for each master degree program is as follows:

1. A candidate in the Master of Business Administration Program must earn at least 24 semester hours at Savannah State University with a cumulative grade point average of at least 3.0 (B).

2. The candidate must earn 27 semester hours at Savannah State University in the MPA and MSUS with an average of at least a "B" (3.00 GPA).

3. At least 30 semester hours at Savannah State University in the MSW program with an average of "B" (3.00 GPA).

4. The candidate must earn 28 semester hours at Savannah State University in the MSMS program with an average of at least a "B" (3.00 GPA).

No student will receive a master’s degree from Savannah State University who does not meet the minimum academic residence requirement.

All work credited toward the graduate degree must be completed within five years. Extension of time, not to exceed the time limit included in the policy of the University may be granted only on conditions beyond the control of the student. A formal request outlining the conditions upon which the extension of time is made should be addressed to the program coordinator of your respective program (e.g., MSMS, MPA, MSW, or MSUS), the Dean of the College of Liberal Arts and Social Sciences, or of the College of Science and Technology, and the Dean of Graduate Studies.

Immunization

Applicants must provide proof of immunization for measles, mumps, and rubella if born on or after January 1, 1957. Forms are available in the Office of Graduate Studies and must be returned with proof of immunization.

Persons Sixty-Two Years of Age or Older

Persons who are sixty-two years of age or older may enroll in credit courses on a “space available” basis without payment of fees, except for supplies, laboratory, or special course fees. They must be residents of the state of Georgia and must present a birth certificate or comparable written documentation of age to enable the Office of Graduate Studies to determine eligibility. They must meet all admission and degree requirements.

Admission of Veterans

After being accepted at Savannah State University and upon receipt of certification of eligibility and entitlement from the Veterans Administration, veterans may attend under Public Law 358 (Veterans Readjustment Benefit Act of 1966), Public Law 815 (disabled), Public Law 894 (disabled), Public Law 634 (war orphans), or Public Law 631 (children of permanently disabled
Veterans). Students under Public Laws 358,631,634 should be prepared to pay tuition and fees at the time of registration.

Vocational Rehabilitation Applicants
Those applicants sponsored by Vocational Rehabilitation or other community agencies must apply at least six weeks before the beginning of any semester to ensure proper processing of application.

The Application Process
Students may request an application by telephone, email, or letter from the Graduate Dean or the program office. After completing the application packet, the student should request two copies of the transcript from all undergraduate or graduate institutions attended be sent to the address below:

Office of Graduate Studies and Sponsored Research
Savannah State University
Box 20243
Savannah, Georgia 31404 USA

Application Fee
The application-processing fee is collected to help offset the cost of processing application materials; it is non-refundable and cannot be deferred or credited toward tuition. The fee is $30.00 for all applicants. Please refer to the program of study to determine if additional items are needed to complete the application packet. It is the applicant’s responsibility to ensure that all admission documents are received in the Graduate School in a timely manner. All credentials submitted by or on behalf of an applicant become the property of Savannah State University and may be maintained for up to one semester. Materials from applicants who do not submit all requested material will be shredded and discarded. Once an application has been submitted, applicants should notify the Graduate School of any change in plans regarding enrollment. Withholding information or submitting inaccurate information may make applicants ineligible for admission and subject to dismissal from the Graduate School.

Applications Deadlines
Applications and all supporting materials should be submitted as early as possible. In general, materials for fall admission should be submitted and received by July 1; for spring admission, by November 17; and for summer admission, by March 31. These dates will normally assure an admission decision in time for enrollment in the designated semester; however, specific program deadlines take precedence. For program deadlines contact the program coordinator or the Office of Graduate Studies.

Apply for Readmission
A graduate student who has not been enrolled for a period of two semesters will be classified as inactive. To resume graduate study, the student must reapply for admission.

Undergraduate Seniors
SSU seniors near completion of their baccalaureate degree may apply for admission to the Office of Graduate Studies, which provides limited enrollment privileges. If accepted, they will be changed to regular or other appropriate status upon confirmation of the degree award. It is the student’s responsibility to inform the Office of Graduate Studies.

International Students
Application Procedure
An application for admission to Savannah State University must include educational credentials, transcripts, standardized test scores, and financial documentation. A $25.00 non-refundable application fee (must be paid in U.S. Dollars) must be sent with the application.

Application Deadlines
Most students start during the Fall term, which begins in August. However, students may apply for admission for any of the terms of the academic year. International students, however, should follow the application schedule below for the terms specified. (Files must be completed by these deadlines):

Spring - October 1st
Fall - May 15th

Assistantship deadlines follow the same schedule. Assistantships are granted based on academic merit and exam scores.

Financial documentation: It is necessary that you prove your ability to finance your education at Savannah State University. This information is required in order for our office to issue the INS Form I-20 to you. Enclosed is the “Affidavit of Financial Support” which you should use to provide such evidence. The applicant will be required to send original documents, affidavits or bank letters to support the affidavit. This office must receive the financial documentation before the deadline date and before we can mail an I-20. No financial document may be dated earlier than one year before the date of enrollment at the university.

Test of English as a Foreign Language (TOEFL): A TOEFL score is required of all applicants who are not native speakers of English (despite the language of instruction in the home country). Exceptions to this rule are students who have completed a bachelor’s degree at a U.S. college or university. The information bulletin may be ordered from (TOEFL/TSE Services, P.O. Box 6151, Princeton, NJ 08541-6151, USA (phone #609-771-7100). Our college code is (5609). Be sure that you request “the overseas edition.” You must earn a minimum TOEFL score of 550 on the paper version of the TOEFL or score of 240 on the computerized version or 96 on internet version of test. Scores must be recent and must be mailed directly from ETS. Information on the TOEFL can be found at http://ets.org/toefl.

Standardized exam: All graduate, applicants must provide an acceptable score on a standardized exam score (Graduate Record Exam, Graduate Management Admission Test, Miller Analogies Test or Law School Admission Test). Please see the requirements of the program to which you are applying to determine which standardized exam is required. International applicants who have been previously enrolled in a graduate program at another university, regardless of the system in which they have been educated, are required to take a standardized exam.
Transcripts of University/College Records: Transcripts submitted must be official copies and not photo copies. They must be mailed from the institution in the original envelope. Transcripts must be in English and on a 4.0 grading system. If not, your transcripts must be translated/evaluated by a professional agency. Have your university/college send one copy of your official academic records to Savannah State University and the additional copy to a professional evaluation agency. The following agencies are recommended.

Josef Silny & Associates  
P.O. Box 248233  
P.O. Box 745, Old Chelsea Station  
Coral Gables, FL 33124  
New York, NY 10113-0745  
Tel: (305) 273-1616  
Tel: (800) 937-3895  
Fax: (305) 273-1338  
Fax: (212) 966-6311  
email: info@jsilny.com  
email: info@wes.org  
website: http://www.jsilny.com/  
website: http://www.wes.org/

Health and Accident Insurance: admitted students must have proof of health and accident insurance coverage. Purchase must be made on arrival at the University.

Tuberculosis Screening: All international applicants will be expected to comply with Department of Georgia Health directive concerning tuberculosis screening.

Change of University: applicants transferring from another institution within the U.S. must submit a Transfer and Visa Form for International Students completed by the applicant and the foreign student advisor of the institution the applicant is currently attending.

No action will be taken on an application for admission until all credentials have been received. Other important considerations are:

Housing Facilities: SSU has limited on-campus housing.

Employment: U.S. immigration laws do not permit international students to apply for permission to accept off-campus employment until they have been in this country one year.

Cost to Attend Savannah State University
All costs listed are for the 2008-2009 academic year. All 6% to the cost of attendance for subsequent years. Make sure that your “Affidavit of Financial Support” list dollar amounts available to the student in U.S. dollars.

Cost for 9 Months 2008-2009 (two semesters)  
Tuition and fees  
$14,178.00  
Books and Supplies (estimated)  
$1,200.00  
Living expenses (on-campus)  
$8,242.00  
Mandatory Insurance  
$950.00  
Total  
$24,570.00

The cost for dependents (spouse and children) will vary based on the number of children. The cost to bring a spouse will add an additional $4,000.00 to the total cost for the student. The cost for a spouse and one child is approximately $6,900.00 U.S. dollars. Savannah State University does not provide housing for students with dependents. The applicant must send notarized copies of birth records/certificates and marriage licenses to include dependents on your I-20.

All documents must be written in English. If documents are not available in English, the original must be submitted along with an official translation.

We do not accept faxed copies of documents. You may write to:  
Office of Graduate Studies, Savannah State University, Box 20243, Savannah, GA 31404 USA or call (912) 356-2244.

Categories of Graduate Admission
Students may be admitted in one of these categories:

Regular (degree-seeking): Completed and submitted all admission materials; has been recommended by the graduate program in which the student proposes to study, and approved by the Office of Graduate Studies.

 Provisional (degree-seeking): Supplied all admission materials; but does not meet all admission requirements. Students will be dismissed if GPA is not at 3.0 or satisfactory progress is not being made toward this GPA (based upon the number of credits allowed by each program).

Non-degree admission requirements vary by department. Please see department information for specific requirements. Departments limit the number of graduate courses taken and the number of graduate credits a student can earn as a non-degree student.

This category is temporary, and applicants must complete an application for admission. Non-degree students must satisfy all prerequisites before enrolling in a course.

Advisement
Advisement procedures and arrangements vary between programs, but generally the program coordinator will work with each student to develop an approved program of study.

Registration and Enrollment
The University’s registration information is posted online at http://www.savannahstate.edu.

Course Load
A full-time graduate student must be enrolled for a minimum of nine credit hours or more per semester. A full-time graduate student who has been awarded a graduate assistantship must enroll in a minimum of six credit hours. Graduate students may not take more than twelve credit hours per semester excluding the summer semester during which they may take a maximum of nine credit hours. Exceptions must be approved by the respective dean upon the recommendation of the department head.

Schedule Changes
The University’s schedule change procedures and deadlines are available at http://www.savannahstate.edu (Academic Calendar).
Administrative Withdrawal

The University reserves the right to withdraw any students who does not meet financial obligations or required standards of graduate scholarship.

Time Limitation

All requirements for the degree must be completed within seven years. This may not apply to certificates, based upon recommendation of the advisor. An extension of time may be granted by the respective dean in cases of unusual circumstances.

Program of Study Requirements for Degree Programs

A program of study must be maintained by the academic unit for each degree-provisional or degree-regular student. The program study, signed by the student, advisor, and program coordinator, must be forwarded to the dean of the Office of Graduate Studies accompanying the student’s Application for Graduation. No credit for courses with a grade of D, F, or U will apply to the program of study; Credit hours may vary by program of study.

Transfer of Credit

Graduate credit may be granted for equivalent course work from other institutions, with approval of the appropriate coordinator. See degree programs for additional information. Transfer grades are not computed as part of a student’s GPA.

Numbering System for Courses

Courses with 5000-level numbers are dual-listed (4000/5000) for both undergraduate and graduate credit. That is, each 5000-level graduate course has a parallel 4000-level undergraduate course. SSU students who have completed a 4000 level class as part of a Baccalaureate degree cannot receive credit toward a graduate degree by enrolling in the dual 5000 level course. Courses with numbers 6000 or above are designated exclusively for graduate students. Numbers 1000-4999 (undergraduate courses) are not in this Catalog.

Major Codes for Graduate Degrees

<table>
<thead>
<tr>
<th>Degrees</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master of Business Administration</td>
<td>MBA</td>
</tr>
<tr>
<td>Master of Marine Sciences</td>
<td>MSMS</td>
</tr>
<tr>
<td>Master of Public Administration</td>
<td>MPA</td>
</tr>
<tr>
<td>Master of Social Work</td>
<td>MSW</td>
</tr>
<tr>
<td>Master of Science in Urban Studies</td>
<td>MSUS</td>
</tr>
</tbody>
</table>

Repeated Courses

When a graduate course is repeated, the first grade remains part of the record and is computed in the final graduate grade point average. Students will only be allowed one opportunity to repeat a graduate course.

Grades and Grading Policies

Graduate programs utilize the standard grading scale unless otherwise noted. In all cases grading scales and evaluations are clearly outlined in course syllabi. Grade reports are issued directly to the student at the end of each semester. The following grade report will be used for completed graduate credit:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Honor</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
<td>Unacceptable</td>
<td>1.0</td>
</tr>
</tbody>
</table>

Calculation of Grade Point Average

All applicants must calculate separate grade point averages for the following categories: (1) all courses taken for the baccalaureate; (2) all credits earned after the first 60 credits for the baccalaureate; (3) credits that constitute the undergraduate major; and (4) all credits taken beyond the bachelor’s degree. All grades are to be converted to a four-point grading system. All numerical, alphabetical or equivalent grades must be calculated as follows:

Multiply quarter credit hours by (.66) to convert to semester credit hours.

Multiply the number of semester credit hours for each course by the number of quality or honor points earned, as follows: A=4; B=3; C=2; D=1; F=0. If the applicant attended an institution that assigned quality points to represent + or – grades, he or she should utilize such information in computing his or her GPA.

Divide the total number of quality points by the total number of semester credit hours.

The quotient will be your grade point average.

Academic Probation and Standing

A student who falls below a 3.0 overall grade point average upon completion of the number of hours allowed by a graduate program will be placed on academic probation. A 3.0 grade point average must be earned upon completion of additional hours as determined by the graduate programs to have the academic probation removed. Failure to achieve a 3.0 overall grade point average will result in the student being academically dismissed from graduate studies.

Special Topics, Independent Study, Directed Study and Conference Courses

Only nine credit hours of independently-taught course work, directed study, and conference course work may apply to a degree upon approval of program coordinator.

Audit

Students who audit course must follow regular admission and registration procedures, pay full tuition and fees, and are subject to the University’s academic policies. Audited course may not be changed to credit after the schedule adjustment period has ended.

In Progress (IP) Grade

An In Progress grade (IP) is used for classes such as thesis, dissertation and other similar classes that have a time obligation that is longer than the traditional semester or session.

Appeals and Grievances Procedures

Graduate programs have established processes for appeal of admission decisions and other academic matters. Admission matters are handled by the appropriate Graduate Program Coordinator and the Office of Graduate Studies Dean. Other
of the conversations during the meeting. The student will receive a copy upon request.

**Student Fees and Financial Policies**

**Tuition Fees (per semester)**

Savannah State University  
University System of Georgia  
Savannah, Georgia

**Graduate Fee Schedule**

**Fall 2008 - Summer 2009**

**Commuter Students**

<table>
<thead>
<tr>
<th>Fees Per Semester</th>
<th>In-State Tuition</th>
<th>Out-Of-State Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$1,695.00</td>
<td>$6,775.00</td>
</tr>
<tr>
<td>(12 or more credit hours)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health Fee</td>
<td>$63.00</td>
<td>$63.00</td>
</tr>
<tr>
<td>Student Activity Fee</td>
<td>$43.00</td>
<td>$43.00</td>
</tr>
<tr>
<td>Athletic Fee</td>
<td>$173.00</td>
<td>$173.00</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>$35.00</td>
<td>$35.00</td>
</tr>
<tr>
<td>Total</td>
<td>$2,009.00</td>
<td>$7,089.00</td>
</tr>
</tbody>
</table>

**Boarding Students**

<table>
<thead>
<tr>
<th>Fees Per Semester</th>
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<td>$173.00</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>$35.00</td>
<td>$35.00</td>
</tr>
<tr>
<td>Board</td>
<td>$1,522.00</td>
<td>$1,522.00</td>
</tr>
<tr>
<td>Room</td>
<td>$2,646.00</td>
<td>$2,646.00</td>
</tr>
<tr>
<td>Total</td>
<td>$6,177.00</td>
<td>$11,257.00</td>
</tr>
</tbody>
</table>

*Fees Are Due And Payable At Registration. Please Make A Personal Check, Cashier’s Check, Bank Or Postal Money Order Payable To Savannah State University. Separate Checks Should Be Made For Cash Allowances, Books and Supplies. Books and Supplies Cost Approximately $350.00 Per Semester. Late Fee is $50.00.*

**Other Fees:**

- Key Replacement $20.00 Per Occurrence
- Meal Card Replacement $20.00 Per Occurrence
- Post Office Box Rental $8.00 Per Year  
  (No Charge For Boarding Students)
- Parking - Commuter $25.00
- Parking - Boarding $30.00
- Room Deposit $200.00
- Transcript Fees $4.00 Each
- Late Registration Fee $50.00

**Housing Rates**

- University Village  
  - One Bedroom Apartment $2,646.00 (Per Semester)
  - Two Bedroom Apartment $2,357.00 (Per Semester)
  - Four Bedroom Apartment $2,216.00 (Per Semester)
- University Commons  
  - One Double/One Bath $2,258.00 (Per Semester)
  - Two Bed/One Bath $2,363.00 (Per Semester)
  - Two Bed/One Bath (master) $2,415.00 (Per Semester)
  - Three Bed/Two Bath $2,310.00 (Per Semester)
  - Three Bed/Two Bath (master) $2,363.00 (Per Semester)
  - Four Bed/Two Bath $2,258.00 (Per Semester)
Four Bed/Two Bath (master) $2,310.00 (Per Semester)

Food Services
Boarding Students
5 meals per week $532.00
14 meals per week $1,064.00
20 meals per week $1,522.00
Commuter Plans
10 meals per semester $58.00
25 meals per semester $144.00
50 meals per semester $283.00
100 meals per semester $419.00

The University Reserves The Right To Make Changes In Its Fees At The Beginning Of Any Semester And Without Prior Notice. Credit Cards (Visa and MasterCard) May Be Used To Pay For Tuition, Fees And Books.

Refund of Fees Policy

Formal withdrawal must begin with a written request in the Office of Academic Affairs. Failure to officially withdraw from the institution will result in the assessment of charges up to the date the university becomes aware of non-attendance. No refunds for reduction in academic loads or student services are allowed unless such reductions are necessitated by schedule changes initiated by the University. Students suspended or expelled for disciplinary reasons are not entitled to a refund of any deposits or fees paid.

Students who are members of the Georgia National Guard or other reserve components of the armed forces who receive emergency orders to active duty are entitled to a full refund of matriculation fees paid for that semester, in accordance with guidelines promulgated by the chancellor. Military personnel on active duty in the armed forces who, before the end of their present station assignment, receive emergency orders for a temporary or permanent change of duty location are entitled to a full refund of tuition paid for that semester, in accordance with guidelines promulgated by the chancellor.

The refund amount returned to SFA Programs will be distributed in the following order: Federal Unsubsidized Direct Stafford Loan, Federal Subsidized Direct Stafford Loan, Federal PLUS Loan, Federal Perkins Loan, Federal Pell Grant, FSEOG, Other Federal, State, Private, Institutional Aid and the Student.

Housing
Graduate students are housed in University Village or University Commons. Savannah State University has been defined by the Board of Regents of the University System of Georgia as a residential institution. This definition means that the University must provide on-campus facilities for room and board. All rooms are wired for high speed internet access and cablevision. ALL University Village or University Commons occupants will be required to purchase a twenty-meal plan or a fourteen-meal plan. Students assigned to these spaces will be automatically billed via the Banner Student Information System accordingly. There is no refund for missed or carry-overs to another semester during the meal contract period. Applications are available from the Office of Residential Services and Programs located in the King-Frazier Student Center.

I.D.s
New graduate student I.D.s are made in Room 201 on the second floor of King-Frazier Building during scheduled hours. Contact the Office of Center for Residential Services and Program for information.

Parking
All vehicles driven on campus must display a university parking decal on the front. All students, faculty, and staff are required to become aware of the parking regulations. A set of regulations may be obtained in the Public Safety Office or Division of Student Affairs.
Graduate Programs

Savannah State University offers the following Graduate Programs:
- Master of Business Administration
- Master of Public Administration
- Master of Science in Urban Studies and Planning
- Master of Science in Marine Sciences
- Master of Social Work

Master of Business Administration

Mission Statement
The Master of Business Administration (MBA) program is designed to prepare students for careers in management and leadership in both the private and public sectors. Students acquire a comprehensive foundation in the functional areas of business, the global environment in which they will function, and the analytical tools for intelligent and ethical decision making.

The MBA program is accredited by The Association to Advance Collegiate Schools of Business (AACSB International).

Application Requirements
Persons seeking admission to the MBA program must hold a baccalaureate degree from an accredited institution and show promise of high quality work on the graduate level. Prior study in business is not required for admission, although students with undergraduate degrees in disciplines outside Business Administration may be required to take additional coursework.

Only completed applications are reviewed by the Admissions Committee.

A completed application consists of the following:
- A completed Graduate Application for Admission
- Two official copies of all undergraduate and graduate transcripts
- Official scores from the Graduate Management Admission Test (GMAT) or Graduate Record Exam (GRE) such that the combination of the GMAT (or GRE to GMAT conversion) score plus 200 times the undergraduate GPA equals or exceeds 1000 or
- A certificate showing successful completion of the College of Business Administration Program for Advanced Management Studies
- A 500-1,000 word biography and statement of purpose
- Three letters of reference
- A certificate of immunization
- A copy of their current resume that highlights their professional and personal accomplishments, as well as their linguistic abilities, computer expertise, and leadership experience.
- Personal interview
- TOEFL- Students for whom English is not a native language are required to submit TOEFL scores
- Minimum of 550/667 on the paper-based test (PBT)
- Minimum of 240/300 on the computer-based test (CBT)
- Minimum of 96/120 on the Internet-based test (iBT)

Admissions
The MBA Admissions Committee will review all materials submitted and it will conduct the required personal interview. Based on its assessment of the materials submitted and the personal interview, the Committee will make the recommendation whether or not to admit the candidate to the MBA Program with regular admission status. The MBA Program does not allow for provisional admission status.

Program for Advanced Management Studies
There is sufficient literature to question the validity and independence of the GMAT. Additionally there has been increasing criticism of the use of standardized exams as primary determinants for admission to graduate business education. Given this, the College of Business Administration determined that it was appropriate to offer an alternative path to admission to the MBA program. The Program for Advanced Management Studies (PAMS) was developed by the faculty and its purpose like that of the GMAT is to determine the capability of the potential student to do graduate level work. The Savannah State University College of Business Administration developed the Program for Advanced Management Studies with the intended purpose of allowing students to demonstrate that they are capable of graduate level work. A student who applies and is admitted to PAMS will be awarded a Certificate of Completion upon successful completion of the program. The Certificate of Completion will be accepted in lieu of the required scores on the GMAT or the GRE. Additional information regarding the Program for Advanced Management Studies may be obtained thru the Office of the Director of Graduate Business Programs in the College of Business Administration. A student, who is awarded a Certificate of Competition from the PAMS, will, after payment of the required $35 application fee, be regarded as having submitted a complete application for admission to the Graduate School at Savannah State University. The applicant's file will be forwarded to the Graduate School with a recommendation from the MBA Admissions Committee that the student be admitted to the MBA Program.

Application Requirements
Persons seeking admission to the College of Business Administration Program for Advanced Management Studies must hold a baccalaureate degree from an accredited institution and show promise of high quality work on the graduate level. Prior study in business is not required for admission. However students with undergraduate degrees in disciplines outside Business Administration may be required to take additional coursework if they are successful and are awarded a Certificate of Completion and are subsequently accepted into the MBA Program. All application materials for the Program for Advanced Management Studies must be submitted to Office of the Director of Graduate
Business Programs in the College of Business Administration. Only completed applications will be reviewed by the MBA Committee.

A completed application consists of the following:
- A completed Graduate Application for Admission
- A completed application for the Program for Advanced Management Studies
- Two official copies of all undergraduate and graduate transcripts
- A 500-1,000 word statement of purpose
- Three letters of reference
- A certificate of immunization
- A copy of their current resume that highlights their professional and personal accomplishments, as well as their linguistic abilities, computer expertise, and leadership experience
- Personal interview
- TOEFL- Students for whom English is not a native language are required to submit TOEFL scores
  - Minimum of 550/667 on the paper-based test (PBT)
  - Minimum of 240/300 on the computer-based test (CBT)
  - Minimum of 96/120 on the Internet-based test (iBT)

Non-Degree (Special) Admission
Non-degree seeking students must be approved by the Director of Graduate Business Programs and the Dean of the College of Business Administration. Once approved, non-degree seeking students are limited to 6 credit hours of graduate business courses. No coursework taken during non-degree status may count towards the hours required for the MBA if a non-degree student subsequently seeks admission into the program.

Non-Degree (Special) Admission in non-degree is different from admission as a provisional or regular admit. Students admitted in non-degree status are not eligible for financial aid.

Academic Suspension/Probation
Students enrolled in the MBA program are expected to maintain good academic standing. To be in good standing, a graduate student must maintain a cumulative institutional GPA of at least 3.0 in all graduate level courses and make reasonable progress toward graduation requirements. If the GPA of a graduate student falls below a 3.0 in a given semester, a letter of scholastic warning from the Director of Graduate Business Programs will be sent to the student placing him/her on Academic Probation. A student will be allowed one semester, not including summer, to achieve good academic standing (3.0 GPA). If not achieved by the end of the academic probation term, the student will be dismissed from the program. Only credits earned in graduate business courses offered by the College of Business Administration at Savannah State University may be used to repair deficiencies in a student’s GPA.

Non-Academic Suspension
Students are expected to conduct themselves in accordance with the standards of the Student Code of Conduct at Savannah State University. The University reserves the right to exclude at any time any student whose conduct is deemed improper, unethical, or detrimental to the welfare of the college community. Faculty or fellow students in the MBA Program may initiate charges against a current student by filing a written charge with the Director of Graduate Business Programs and/or the Vice President for Student Affairs.

Readmission
Students suspended for lack of academic performance after being placed on probation may reapply for admission to the Director of Graduate Business Programs after a one semester (spring or fall) hiatus. If readmitted, the only coursework eligible for meeting degree requirements are those courses in which the student earned a minimum grade of “B”. That is, students readmitted following academic suspension will retake all graduate coursework where the grade earned was less than a "B". Students in the MBA Program are allowed to repeat a course one time.

Any student suspended the second time for lack of academic performance after being readmitted will be ineligible for readmission.

New Student Orientation
Appropriate orientation to a new graduate program is an important key to success in graduate studies. All incoming MBA students are required to participate in scheduled group orientation programs held at the beginning of the semester and throughout the first year (two semesters) of enrollment. Many questions about the program and institutional resources are addressed in the orientation sessions.

Graduate Student Advisement
The Director for Graduate Business Programs will advise all graduate students in the MBA program. The Director will help the student plan a program of study consistent with the student’s academic goals and will approve all course selections prior to registration.

Transfer Credits
- Up to 6 graduate semester credit hours may be transferred from a graduate institution accredited AACSB International. Transfer credit may be granted if the applicant meets the following:
  - Has met all admission requirements for regular admission for the MBA Program and Savannah State University Graduate School requirements.
  - Courses being considered for transfer credit were taken in an approved program within the last five years.
  - Courses being considered for transfer must be equivalent to courses offered in the SSU MBA Program as required. Elective courses must be approved by the Director.
  - A minimum grade of “B” earned for each requested transfer course.
  - Submission of the university catalog containing the course description for each requested transfer course at the university where the course was taken.
  - A copy of the course syllabus or outline is required for each requested transfer course.

Admissions Appeal
An applicant denied admission to the MBA program may appeal the decision in writing to the Director of Graduate Business Programs. The applicant will be required to provide additional information in support of the appeal. The appeal process begins with the Director and continues through the channels as described elsewhere in this document.
Program of Study

Foundation Courses (Requirements Vary)
A prospective candidate must provide satisfactory completion (grade “C” or better) for the following undergraduate courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBAP 5001</td>
<td>Financial and Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 5011</td>
<td>Survey of Economics</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 5021</td>
<td>Management of Organizations</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 5031</td>
<td>Quantitative Data Analysis</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 5041</td>
<td>Survey of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 5051</td>
<td>Corporate Finance</td>
<td>3</td>
</tr>
</tbody>
</table>

If these courses are not evident in the student’s coursework history, some foundation coursework (up to 18 credit hours) may be required of an applicant before enrolling in upper level coursework.

Core Courses (24 hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBAP 6011</td>
<td>Statistics and Quantitative Methods</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 6021</td>
<td>Management Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 6031</td>
<td>Accounting Decision Making</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 6041</td>
<td>Organizational Theory and Behavior</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 6051</td>
<td>Managerial Economics</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 6061</td>
<td>Managerial Finance</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 6071</td>
<td>Marketing Management</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 6091</td>
<td>Strategic Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses (6 hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBAP 6022</td>
<td>Information Security and Awareness</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 6032</td>
<td>Taxation for Decision Makers</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 6042</td>
<td>Health Care Management</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 6062</td>
<td>Financial Statement Interpretation and Analysis</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 6072</td>
<td>Consumer Behavior</td>
<td>3</td>
</tr>
<tr>
<td>MBAP 6081</td>
<td>Current Topics in Economics</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Hours Required for a Master of Business Administration 30 hours

A student must have a cumulative GPA of 3.0 in all courses required for the degree.
Master of Public Administration

Mission Statement

The Master of Public Administration program seeks to train individuals to assume management and leadership positions in the public and non-profit sector.

Objective 1. To provide students with the knowledge, skills, and abilities identified as important to job entry and career advancement.

Objective 2. To help students develop the knowledge, skills, and abilities to act ethically and effectively as public administrators.

Objective 3. To help students apply general public management knowledge and skills in problem solving and addressing community needs.

Objective 4. To encourage students to demonstrate commitment to public service, particularly in internships, organized projects, external involvement, and class focus on service and application.

The MPA Program is accredited by the National Association of Schools of Public Affairs and Administration (NASPAA).

Application Requirements

Persons seeking admission to the MPA program must hold a baccalaureate degree from an accredited institution, with a minimum 2.5 cumulative grade point average, and show promise of high quality work on the graduate level. While there is no specific undergraduate course of study for admission, students must meet the prerequisites for courses in American National Government and Statistics. Students may begin the program during the Fall and Spring terms. Only completed applications are reviewed by the Admissions Committee.

A completed application consists of the following:
- The application forms
- Two official copies of all undergraduate and graduate transcripts
- Official scores from the Graduate Record Examination (GRE) (general test), or other acceptable standardized test taken within the past five years
- A 500-1000 word biography and statement of purpose
- Three letters of reference
- A one-page resume
- A certificate of immunization is required only for graduate students who resides in on-campus housing.

Admissions

To be granted regular admission status, a student must average a minimum of 90 points on the applicant evaluation form as scored by the Admissions Committee. The program has two admissions categories: regular and provisional. An in person interview is scheduled when determined by the Admission Committee.

Provisional Admission

Applicants who score under 90 on the admissions formula may be granted provisional status. While holding this status, students must take the equivalent of a semester’s full load of core MPA courses (i.e., 9-12 semester hours) and earn no final course grade below “B” to qualify for regular status. All courses taken in provisional status must be approved by the MPA coordinator, department chair, or program coordinator. The coordinator will review the files of provisional students after completion of nine hours. Under certain circumstances, a student’s file may be reviewed at the completion of six credit hours.

Non-Degree (Special) Admission

Applicants who apply after the published deadline for full consideration for admission or have not submitted all required documents for evaluation may be assigned non-degree admission status with the approval of the Graduate Dean. While in this status, a student may register for no more than two courses after completing the Non-degree Admission Agreement for Graduate Studies. This form requires the signatures of the student and the dean of graduate studies. The Admissions Committee does not review files for non-degree students. Any student who registers under this agreement understands that no more than two courses taken in non-degree status may count towards the MPA degree, and that admission in non-degree status is independent of consideration for admission as a regular or provisional student. Students admitted in non-degree status are not eligible for financial aid. Students may take no more than 15 hours of course work in the provisional and non-degree status combined.

Fast Track Option

Juniors or Seniors with a cumulative GPA of 3.5 and at least 1000 on the SAT may apply for admission to the Fast Track program. Applicants to the Fast Track program must submit the standard application on or before May 1. Completed applications will be reviewed, and a formal decision on admission rendered by the Admissions Committee by May 15. Fast Track students may enroll in and receive graduate credit for up to three MPA courses (PADM 6830, 6832, and 6840). Six of these credits may also count towards the undergraduate degree. A student must earn a grade of “B” or better in each MPA course to be allowed to continue in the Fast Track program. All Fast Track students must complete a Fast Track Internship Experience the semester following receipt of the bachelor’s degree. In the student’s fifth year, the student must earn 24 MPA course credits.

Program of Study

The Master of Public Administration degree requires the student to successfully complete a minimum of 36 credit hours. MPA students are classified as in-service or pre-service based on experience in the public or nonprofit sector. Pre-service students are usually recent graduates who lack sufficient managerial or administrative experience. In-service students are currently employed and usually have several years of relevant work experience in the public or non-profit sectors in a job requiring a minimum of a bachelor’s degree for entry. In-service students may petition for exemption from the internship requirement, but must complete the major paper. Designation as pre-service or in-service will be made by faculty at the time the student applies for the internship course.

The program is flexible enough to accommodate full-time (9-12 hours per semester) or part-time students (3-6 hours per
Academic Probation and Suspension

Students are expected to remain in good academic standing. To be in good standing, a graduate student must maintain an institutional cumulative grade point average of 3.0 or better in all graduate credit courses. A student who falls below a 3.0 overall grade point average at any point during the program of study, will be placed on academic probation. A 3.0 grade point average must be earned upon completion of an additional nine semester hours to have the academic probation removed. After completion of nine credit hours, if the student fails to meet the 3.0 GPA requirement, s/he will be suspended from the program. Only credit earned in graduate courses at Savannah State University may be used to repair deficiencies in grade point average. In addition, students who receive two (2) “C’s” in core courses in the program at any stage of their study -regardless of the their overall GPA- will be dismissed from the program.

Admissions Appeal

A student denied admission to the MPA program may appeal the decision in writing to the Department chair. The student will be required to provide additional information in support of the appeal. A student whose appeal is denied by the MPA program may appeal to the Dean of the College of Liberal Arts and Social Sciences. The final decision on an appeal will be made by the Dean of Graduate Studies and Sponsored Programs.

Graduate Student Advisement

The Department chair or the coordinator of the MPA program advises all incoming students during their first semester of enrollment. Each student is then assigned to a faculty advisor for the remainder of their academic career. The advisor will help the student plan a program of study consistent with the student’s field and goals and will approve all course selections prior to registration. Students are free to discuss courses and career options with any member of the faculty, but their advisement forms should be signed by the designated faculty member. Students may request a change in advisors by contacting the chair in writing. If the request is granted, the student and the advisors will be notified in writing. In the spirit of continuous quality improvement, students evaluate advisement annually. Their observations are used to improve the advisement process.

New Student Orientation

Appropriate orientation to a new graduate program is an important key to success in graduate studies. All incoming MPA students are required to participate in scheduled group orientation programs held at the beginning of the semester and throughout the first year of enrollment (18 hours). Many questions about the program and institutional resources are addressed in the orientation sessions. Individual faculty members also schedule library and computer systems orientations for students in introductory classes.

Non-Academic Suspension

Students are expected to conduct themselves in accordance with the standards of the student code of conduct at Savannah State University. The University reserves the right to exclude at any time any student whose conduct is deemed improper or unethical, detrimental to the welfare of the college community. Faculty or fellow students in the MPA Program may initiate charges against a current student by filing a written charge with the Office of the Vice President for Student Affairs.

Transfer Credits

Up to nine graduate semester credit hours may be transferred from a graduate institution accredited by a regional accrediting body, if the student has earned a “B” or better in each course within the past five years. The student requesting transfer credit must provide a copy of the following information for each course for which transfer credit is requested: the name of the course; catalog description; course syllabus; a letter of recommendation of the Dean or the Dean’s designee related to the student’s status during enrollment at the previous or current graduate program.

Internship

The internship requirement is common among universities and colleges granting degrees in public administration and related fields that require the student to have practical field experience. The public service internship is an integral part of the student’s professional education because it provides students with opportunities to apply knowledge and skills acquired in the course work phase of the program. Pre-service students may be assigned to the professional positions in the public or non-profit sectors, and their job performance is evaluated periodically by their agency supervisor, in consultation with the internship coordinator. At Savannah State University, in-service students are exempted from the 300-hour internship. An in-service student is a student who, at the time of the internship assignment, is holding a job that requires
at least a bachelor’s degree for entry, and who has held that job for at least one year. Students must have completed the core requirements and have a grade point average of 3.0 in the MPA program before enrolling for credit in the internship. Students in the Fast Track program will complete two internship experiences, one in the semester following receipt of the bachelor’s degree (minimum of 120 hours) and the second after completing the core courses.

**Major Paper**

Although students in this program are not required to submit a traditional master’s degree thesis, all students must submit and defend a comprehensive paper written as part of the internship requirements. Major papers are written in conformance to paper requirements established by the MPA faculty and evaluated by the coordinator and members of the student’s examining committee. The purpose of the paper is to allow the student to demonstrate mastery of the ability to integrate theory and practice into organizational analysis or problem-solving. The paper will be typed using the style sheet of the American Psychological Association (APA). Generally, the paper will be first submitted to two readers, one of whom will be the student’s advisor (or a designee appointed by the program director), and the other, the chair of the student’s examining committee. Upon approval of the first draft, the student may qualify to defend the paper at the comprehensive examination. The final copy of the paper, with recommended changes, must be submitted to the members of the examining committee at least one week before final grades are due for graduating students. The first draft must be approved by midterm of the year the student plans to graduate.

**Exit Examination**

A terminal oral comprehensive examination is required of all candidates for the degree of Master of Public Administration. The oral examination includes a defense of the major paper. The Department chair or designee will name the members of the committee, set the date, time, and place of the examination, and notify all parties in writing. Students must complete all core courses and the internship (major) paper before scheduling the oral examination. The examiners will be three full-time MPA faculty members.

**Student Outcomes Assessment**

The Master of Public Administration Program is committed to offering a high quality educational experience. Students are expected to participate in a variety of methods used to assess learning outcomes.
Master of Science in Marine Sciences

Application Requirements
A complete application for admissions consists of a completed application form, statement of purpose (more than 500, less than 1000 words, please), two official copies of all transcripts or date they were requested, official Graduate Record Exam (GRE) scores, three letters of recommendation (enclosed in sealed envelopes), and Certificate of Immunization for students who would reside on campus.

Admissions

Regular Admission
Applicants may be granted regular admission provided they have met the following requirements:
- An undergraduate degree from an accredited college on file in the Office of Graduate Studies and Sponsored Research
- An acceptable grade point average (3.0 preferred*)
- Acceptable combined Verbal and Math GRE scores (1,000 preferred*)

MSMS Admissions Committee evaluates all scores (GRE, GPA, letters of recommendation, essay) in admissions decisions.

Provisional Admission
Applicants who do not meet the requirements for regular admission may be considered for provisional admission. Provisionally admitted students are allowed to take a total of up to nine hours of graduate credit. If requirements for full admission are met prior to completion of nine credit hours and the student has demonstrated progress in their thesis research, the Provisional Status Review Committee can recommend full admittance before nine credit hours have been earned. If requirements for full admission have not been met and/or significant progress in thesis research has not been demonstrated by the time nine credit hours have been received, the Provisional Status Review Committee can recommend removal of the student from the program.

Mechanisms for Change of Admission Status from Provisional to Regular
After at least eight but no more than nine credit hours of study within the MSMS Program, the Provisional Status Review Committee must make a recommendation to the Coordinator for full admission or removal of the student from the program. All provisional students are required to submit progress reports to the Provisional Status Review Committee on the second Monday of every December and May and the last Monday of July. See the Provisional Document for details of the progress report contents.

To be considered for removal from provisional status, a student must maintain a “B” average in all graduate courses taken in the MSMS Program and obtain a grade of “B” or better in all core courses. Additional requirements may apply depending on reasons for admittance with provisional status.

Non-Degree (Special) Admission
Non-degree students can apply up to eight semester hours of graduate credit taken at SSU to the MSMS program curriculum requirements if they are admitted to the program. Only six semester hours of approved graduate coursework not taken at SSU may be applied to the MSMS program curriculum requirements.

Transfer Credits
No more than six semester hours of graduate credit taken at another university or eight semester hours of graduate credit taken as a non-degree student at SSU may be applied toward the MSMS degree. Courses must have been passed with a “B” or better and must be approved by the students’ thesis committee prior to the thesis proposal defense.

Timing of Admission
Admission in the fall semester is preferred in order to facilitate the proper course sequence and the establishment of a cohort of students for peer support. Admission in the spring semester will be considered, but course eligibility may be limited due to lack of prerequisites (e.g. core course MSCI 5201 Introduction to Marine Sciences is offered in the fall semester and is a suggested prerequisite for core course MSCI 5202 Introduction to Coastal Oceanography, which is offered in the spring). Also, student support (fellowships and assistantships) typically are not initiated in the spring semester.

Orientation
New students will be provided with all of the policies, procedures, forms and information necessary to complete the degree no later than the first day of classes of the first semester of enrollment in the program.

Enrollment and Readmission
A graduate student who does not register in the semester for which they were accepted or who has not been enrolled for a period of two semesters will be classified as inactive. To resume graduate study, the student must reapply for admission using a special form (not the original process) available from Graduate Studies Office. A graduate student does not need to be enrolled in the semester in which they apply for candidacy or the semester in which the degree is conferred.

Program of Study

Degree Requirements
All students will be required to take the twelve-hour required core curriculum as listed below. This core will provide a strong, broad multidisciplinary investigation of marine sciences with emphasis on coastal environments. Through seminar and technical writing and communication courses, students will investigate marine issues and develop professional skills in critical thinking, logical interpretations and professional-quality presentations. With this common core background, the program of study provides three major tracks: Track 1 – Traditional Marine Science Research, Track 2 – Applied Marine Sciences, and Track 3 – Professional Advancement. Each track, chosen by the student in consultation with an advisor and committee, has specific curriculum requirements as well as options for courses within three curricular areas: a) Policy and Law, b) Research Tools, and c) Science.

Track 1–Traditional Marine Science Research, is designed for students: a) who plan to obtain a M.S. degree in Marine Sciences and continue into a Ph.D. program, or b) who wish to obtain a
traditional research-based MS degree. Curriculum emphasis in this track is on science and original research.

Track 2-Applied Marine Sciences, is designed for students who wish to obtain a MS degree in Marine Sciences which provides them with the opportunity to learn and develop scientific skills applicable to marine science related industries, resource management, fisheries, aquaculture, and research. Curriculum emphasis in this track is on the acquisition of research tools and applied skills.

Track 3-Professional Advancement, is designed for students who are presently employed in a related field and wish to earn a masters degree in Marine Sciences for possible professional development and advancement (e.g. students presently employed as teachers, federal, state and local government agency personnel, and persons currently working in industry and the private sector). The curriculum in this track requires the student to take courses from all three curricula areas and allows additional flexibility for additional courses, which are most applicable to his/her particular professional development needs.

General Requirements
Each Track requires 30 semester hours of graduate level coursework in addition to six credit hours of thesis research and preparation. An undergraduate calculus course with a grade of "C" or better is required prior to taking MSCI 5202 Introduction to Coastal Oceanography and an undergraduate statistics course with a grade of "C" or better is required prior to taking MSCI 5560 Advanced Environmetrics. Undergraduate courses cannot be applied for credit toward the degree. An advisor and an advisory committee will guide each student.

Required Core for all tracks – (12 semester hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSCI 5201</td>
<td>Introduction to Marine Sciences</td>
<td>4</td>
</tr>
<tr>
<td>MSCI 5202</td>
<td>Introduction to Coastal Oceanography</td>
<td>4</td>
</tr>
<tr>
<td>MSCI 5401</td>
<td>Technical Writing and Communication</td>
<td>3</td>
</tr>
<tr>
<td>MSCI 5402</td>
<td>Research/Marine Science Seminar</td>
<td>1</td>
</tr>
</tbody>
</table>

Additional course requirements for Track I – Traditional Research: Course Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSCI 5560</td>
<td>Advanced Environmetrics</td>
<td>3</td>
</tr>
<tr>
<td>At least one course from “Policy and Law”</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MSCI 7991</td>
<td>Thesis I</td>
<td>3</td>
</tr>
<tr>
<td>MSCI 7992</td>
<td>Thesis II</td>
<td>3</td>
</tr>
</tbody>
</table>

Additional course requirements for Track II – Applied Science: Course Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSCI 5560</td>
<td>Advanced Environmetrics</td>
<td>3</td>
</tr>
<tr>
<td>At least one course from “Policy and Law”</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MSCI 7991</td>
<td>Thesis I</td>
<td>3</td>
</tr>
<tr>
<td>MSCI 7992</td>
<td>Thesis II</td>
<td>3</td>
</tr>
</tbody>
</table>

Additional course requirements for Track III – Professional Advancement: Course Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSCI 5601</td>
<td>Introduction to Environmental Permitting and Processes</td>
<td>3</td>
</tr>
<tr>
<td>MSCI 6310</td>
<td>Scientific Ethics</td>
<td>3</td>
</tr>
<tr>
<td>MSCI 6323</td>
<td>Coastal Law and Policy</td>
<td>3</td>
</tr>
<tr>
<td>MSCI 6324</td>
<td>Coastal Zone Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Grade Requirements and Qualifying Examinations

Scholastic Warning/Academic Probation
A regularly admitted graduate student whose GPA falls below 3.0 in a given semester will receive a letter of scholastic warning from the University placing the student on Academic Probation.

Academic Termination
The following are grounds for Academic Termination from the graduate program:

A provisionally admitted student fails to achieve a 3.0 GPA after nine semester hours of course work.

A regularly admitted student who is on academic probation fails to achieve a 3.0 GPA after nine additional semester hours of course work.

NOTE: With the exception of core courses any students who have provisional status, the number of C's a student earns during their course is irrelevant as long as a cumulative 3.0 GPA is maintained.

All students in the MSMS Program are expected to complete the four core courses (listed below) with a grade of "B" or better.
MSMS Core Courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSCI 5201</td>
<td>Introduction to Marine Sciences</td>
<td>(3-1-4)</td>
</tr>
<tr>
<td>MSCI 5202</td>
<td>Introduction to Coastal Oceanography</td>
<td>(3-1-4)</td>
</tr>
<tr>
<td>MSCI 5401</td>
<td>Technical Writing and Communication</td>
<td>(3-0-3)</td>
</tr>
<tr>
<td>MSCI 5402</td>
<td>Research/Marine Science Seminar</td>
<td>(1-0-1)</td>
</tr>
</tbody>
</table>

Students who receive grades of "B" or better in the core courses need not take a qualifying exam. They should, however, be prepared to answer integrative questions on concepts presented in the core courses at their defense in addition to questions specific to their thesis research.

If a student fails to achieve a grade of "B" or higher in one of the MSMS core courses, he/she will have one opportunity to pass a written qualifying exam in that core area. The exam will be designed by the professor(s) who taught the core course in which unsatisfactory progress was made and will be designed to test competency in that core area. It is the responsibility of the student to seek guidance on preparing for the exam from the relevant faculty member(s).

Scheduling of qualifying exams will be done by the MSMS Program Coordinator in conjunction with relevant faculty members and students. Qualifying exams will be offered once per semester. The exam should be scheduled no earlier than one month after the receipt of the unsatisfactory grade (< B) to ensure ample preparation time. The qualifying exam should also be offered well in advance of the start of the semester in which the relevant course(s) will next be taught.

The qualifying exam will be in written format with approximately one-half day allotted per exam.

The qualifying exam will be initially evaluated by the course instructor. If it falls into a potentially failing category based on the instructor's evaluation, it will be evaluated by no less than three faculty members including the instructor for the course, the thesis advisor, and the coordinator of the program. For cases in which there is overlap (e.g. thesis advisor is coordinator) another faculty member will be selected to serve on the committee.

Students who pass the qualifying exam need not retake the course. If the written exam is not passed prior to the subsequent semester in which the relevant core course is offered, then the student will be required to reenroll in the course and achieve a "B" or better. Students who do not pass the course the second time with a "B" or "A" will be recommended for academic termination from the degree program.

Graduate Student Advisement

A temporary advisor and the thesis advisor must be a member of the graduate faculty at SSU. In the case of co-thesis advisors, one must be a full graduate faculty member. An advisory committee consists of at least three advisory members, of which at least two are graduate faculty members based at Savannah State University. A "proposal of research" must be submitted by the student and approved by the student's advisor and advisory committee.

Financial Assistance

Applicants and students may apply for financial assistance in the form of Research Fellowships, Graduate Assistantships, research awards, and travel awards. See a marine science faculty member to inquire further about funding opportunities.

Thesis Proposal

The thesis proposal must be presented to and approved by the thesis committee in the form of a formal written document and an oral presentation. This must be done by the end of the 2nd semester of study (e.g. 1st Monday of May for those entering in the fall semester) for full-time students. The timeline for part-time students is at the discretion of the advisor and committee. The proposal should clearly describe the problem or questions to be addressed by the research with clearly stated hypotheses, the methodology to be used, a preliminary literature review, and a timeline for project completion. A statement of needed equipment, supplies, and travel required for the project and how these items will be funded should also be included. This document is not meant to restrict the student from pursuing different avenues as opportunities arise within their research, but to provide a clear initial guideline for the committee’s input and approval. Once the thesis proposal and the initial draft of the "Application for Candidacy" form (see below) including curriculum track and courses (see Plan of Study Approval below) are approved/signed by the committee, a student is eligible to enroll in Thesis I.

Plan of Study Approval

At the time that the thesis proposal is presented to the thesis committee, an initial draft of the "Application for Candidacy" form should be presented to and approved by the committee. This ensures that the courses taken by a student are approved by the committee as relevant to their particular needs and goals and that the student is on track to graduate in a timely manner. This document is to be submitted to the MSMS Program Director with an attached copy of transcripts (official or unofficial) from SSU graduate study and transcripts from any off campus graduate work to be applied to the degree. Deviations from this initial plan of study may occur due to restrictions in course offerings. If this occurs, the advisor and committee must approve the revised plan of study and the advisor must initial any course substitutions made on the original "Application for Candidacy" form prior to course registration. The form can then be updated, printed again, and used as the official Application for Admission to Candidacy for the Master's Degree (see below).

Thesis Defense

The thesis defense shall consist of two parts: 1) an oral presentation open to the public with a question and answer period; followed by 2) a thesis evaluation attended only by the committee members and the student. The oral presentation must be advertised two weeks in advance. The purpose of the private thesis defense is mainly, but not exclusively, to address any outstanding concerns based on the oral presentation, to review substantive changes to the penultimate draft submitted before the defense; and to ask questions that will help determine the readiness of the student to graduate. The committee can set future writing deadline(s) to assist student in graduating on time. Scheduling a defense before the graduation deadline does not ensure that the candidate will graduate as all committee members must sign the thesis cover page attesting that they approve the final written version.

In the event of an unforeseen circumstance whereby one of the thesis committee members is unable to participate in the thesis defense, acceptable alternatives, which must be approved by the thesis advisor and program coordinator, exist to allow the defense
to proceed. With approval of the thesis advisor, the student may ask another MSMS graduate faculty member to stand in for the absent member during the defense and sign the thesis defense report form. If such an event renders a committee member unable to remain on the committee, the student may ask another MSMS graduate faculty member to become a committee member (thesis committee form addendum signed by stand in and coordinator is required). Finally, if the committee member who cannot attend the defense is a thesis advisor, the thesis advisor may petition the Dean of Graduate Studies for an extension of the deadline for the defense, if necessary, and allow the student to reschedule the defense.

**Application for Candidacy**

The Application for Admission to Candidacy for the Master of Science in Marine Sciences Degree form must be submitted by the advisor for processing prior to scheduling of thesis defense.

All degree program forms and instructions are available online.

**Thesis and Defense Deadlines**

The thesis defense which includes a public presentation of thesis in seminar series format followed by a thesis committee meeting must be scheduled no later than six (6) weeks prior to the date graduating students’ grades are due in the registrar’s office (see academic calendar).

A penultimate draft of the thesis must be submitted to thesis committee members no later than three (3) weeks prior to the scheduled thesis defense date. The penultimate draft is the next to final version in a series of versions of the thesis which the thesis committee has reviewed. The final version is the one containing the signed thesis signature page that will be submitted to the Dean of Graduate Studies.

For information on thesis processing and questions concerning the Thesis Guide contact the Dean, Office of Graduate Studies and Sponsored Research.
Master of Science in Urban Studies and Planning

The program introduces students to a variety of issues facing urban areas through a multi-disciplinary framework while building a firm theoretical and practical expertise in urban planning, urban politics, economic and community development, historic preservation, public management and urban fiscal.

Suggested Course of Study for Master of Science Urban Studies and Planning (Full-Time Graduate Student)

<table>
<thead>
<tr>
<th>Semester – Year</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Semester – 1st Year</td>
<td>Methods of Urban Research</td>
<td>(3-0-3)</td>
</tr>
<tr>
<td></td>
<td>History of American Urbanization</td>
<td>(3-0-3)</td>
</tr>
<tr>
<td></td>
<td>Introduction to Public Policy</td>
<td>(3-0-3)</td>
</tr>
<tr>
<td>2nd Semester – 1st Year</td>
<td>Statistical Methods for Urban Analysis</td>
<td>(3-0-3)</td>
</tr>
<tr>
<td></td>
<td>Introduction to Planning</td>
<td>(3-0-3)</td>
</tr>
<tr>
<td></td>
<td>Computer Applications for Urban Information Systems</td>
<td>(3-0-3)</td>
</tr>
<tr>
<td>1st Semester – 2nd Year</td>
<td>Public Finance and Economics</td>
<td>(3-0-3)</td>
</tr>
<tr>
<td></td>
<td>Electives (2 courses)</td>
<td>(6-0-6)</td>
</tr>
<tr>
<td>2nd Semester – 2nd Year</td>
<td>Electives (1 course)</td>
<td>(3-0-3)</td>
</tr>
<tr>
<td></td>
<td>Field paper or Master’s Thesis</td>
<td>(6-0-6)</td>
</tr>
</tbody>
</table>

Special Requirements for All MSUSP Students

Students have the option of completing a field research paper or a master’s thesis. A student should make the decision concerning the track they wish to pursue after completing all required courses in the MSUSP program. A student may change their track with the permission of their advisor and the program coordinator. Completion of the field research track consists of the identification of a current issue in urban studies and the completion of a paper that directly addresses the issue. The master’s thesis track consists of completing an original research project under the guidance of a faculty advisor. Unless the student has received special permission, no student will be allowed to receive credit for master’s thesis without completing their required courses and at least two elective courses. All students must select either a Field Research or Thesis advisor with approval by the program coordinator. The principal advisor must serve as a faculty member for the MSUSP program. The program reserves the right to select an advisor if the student is unable to make a decision within a required time period. Students who opt for the thesis are responsible for selecting a principal advisor from among the faculty teaching within the program.

Master’s Thesis (Option A)

The master’s thesis consists of the completion of an original research project under the direct supervision of an advisor chosen by the student with the approval of the program coordinator. In order to receive 6 hours credit for the master thesis, students who enroll in the thesis track must complete and defend a master-level thesis paper. Thesis students will enroll for the thesis credit and meet with their thesis advisor on a regular basis. They will also be required to participate in an oral defense of the thesis. The master thesis must be defended before a committee of three persons, two of whom must be faculty members associated with the MSUSP program. A third person may be chosen as a committee member who meets one of the following criteria: (1) the committee member must possess the terminal degree in their field of study or (2) has other expertise in the area of urban studies. The program coordinator reserve the right of approval on all committee members.

Field Research (Option B)

The field research option consists of identifying a contemporary topic influencing the field of Urban Studies and Planning and producing an applied research paper. The topic must be placed within an academic context and consist of an original project design, policy analysis, evaluation or another project with approval from the student’s advisor. The research must demonstrate the student’s ability to apply the basic theories of urban studies and planning and research methodology to the appropriate topic.

Admittance into the field research class is dependent upon the prior selection of an advisor and approval of the proposed topic. The final paper must be defended before a committee of three faculty members, one of whom may be from another academic department, or otherwise considered an expert in the field of Urban Studies and Planning. The committee members must possess the terminal degree in their field of study or have other expertise in the area of urban studies. The program coordinator reserve the right of approval on all committee members. The defense of the field research paper will consist of defending the paper’s subject matter along with assessing the student’s grasp of other relevant information about the field of Urban Studies and Planning.

Requirements for Admission

Persons seeking admission to the MSUSP program must hold a baccalaureate degree from an accredited institution, with a minimum 2.6 cumulative grade point average, and show promise of high quality work on the graduate level. Applications are reviewed by an Admissions Committee which scores each application. Scores are based on both qualitative and quantitative assessments of a student's ability to succeed in graduate school. Only completed applications are reviewed by the Admissions Committee.

Regular Admission

- official transcripts from all undergraduate and graduate schools attended
- minimum GPA of 2.60 on a 4.0 scale (or its equivalent if degree is from a foreign institution)
- submission of current scores on the GRE or any other standardized graduate school exam
- at least 3 letters of recommendation- letters should reference the applicant’s ability to complete graduate school, supervisors should discuss how current work or experience will enhance the applicant’s ability to complete graduate school, or contribute to the organization.
- current resume (highlight relevant work experience, if any)
- a one thousand word essay on one of the following: current problem facing urban America purpose for attending graduate school for urban studies degree

Provisional Admission

Students admitted provisionally will be reviewed after the completion of 9 semester hours to determine if their status should
change from provisional to regular student.

Transfer Credit
Students are permitted to transfer 9 credit hours from another graduate institution, provided the transferred courses are equivalent to a MSUSP course offered at Savannah State University.

Probationary Status
Any student enrolled in the MSUSP program whose overall grade point average falls below 3.0 in any semester will be considered to be in probationary status. MSUSP students that are in a probationary status are advised to not enroll the semester following their probationary status. However, after one semester of absence students are permitted to request re-admission into the MSUSP program and will be required to attain a minimum GPA of 3.0 within the next nine semester hours.

Program of Study

Core Requirements (27 hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSUS 8810</td>
<td>History of American Urbanization</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8820</td>
<td>Methods of Urban Research</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8821</td>
<td>Statistical Methods for Urban Analysis</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8830</td>
<td>Introduction to Planning</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8840</td>
<td>Computer Applications for Urban Information Systems</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8850</td>
<td>Public Finance and Economics</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8864</td>
<td>Introduction to Public Policy</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8880</td>
<td>Master Thesis or MSUS 8876 Field Paper</td>
<td>6 hours</td>
</tr>
</tbody>
</table>

Electives
Students need to choose a minimum of three courses from the following elective courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSUS 8801</td>
<td>Classic of Urban Politics</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8803</td>
<td>State and Local Government</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8806</td>
<td>Minority Group Politics</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8807</td>
<td>Historic Preservation</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8808</td>
<td>Politics of Poverty</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8809</td>
<td>Policy Advocacy and Empowerment</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8823</td>
<td>Urban Development Process</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8824</td>
<td>Urban Development Finance</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8851</td>
<td>Seminar in Urban and Regional Planning</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8852</td>
<td>Urban Geography</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8854</td>
<td>Housing and Community Development</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8855</td>
<td>Population Growth and Residential Development</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8856</td>
<td>Transportation and Urban Development</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8857</td>
<td>Environmental Issues and Waste Disposal</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8860</td>
<td>Race, Ethnicity and Gender in Urban Development</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8861</td>
<td>History, Scope and Practice of Public Administration</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8862</td>
<td>Organizational Theory</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8863</td>
<td>Industrial/Organizational Psychology</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8865</td>
<td>Urban Policy and Administration</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8866</td>
<td>African-American Administrators in Urban Bureaucracy and Public Policy</td>
<td>3 hours</td>
</tr>
<tr>
<td>MSUS 8867</td>
<td>Conflict Resolution</td>
<td>3 hours</td>
</tr>
</tbody>
</table>
Master of Social Work

A University Center of Excellence

The Master of Social Work (MSW) Program is accredited by the Council on Social Work Education. The MSW program is designed to prepare students for entry into advanced social work practice. The 60 credit-hour degree program consists of a foundation curriculum which provides knowledge, values, and skills common to generalist social work practice, concentration courses in clinical practice or social administration, and three field practicum courses which are designed to enhance the competencies in the foundation and concentration areas. Students must declare a concentration within the first semester of full-time enrollment or within two semesters of part-time enrollment. The Department was selected by the University's faculty and administration as a Center of Excellence for the University.

Mission Statement

The mission of the Department of Social Work is to prepare students to excel in social work practice. The BSW program prepares students for generalist practice and the MSW program builds on the generalist foundation and prepares students for advanced practice in Clinical and Social Administration. The Department promotes student focused learning, incorporates an Afrocentric perspective and graduates students who are culturally competent to practice social work in rural, urban, and global settings.

Admission Requirements

Admission to the MSW program is on a selective basis. Prospective students apply to the Graduate Admissions Office. The completed application is sent to the Social Work Admissions Committee for evaluation. The committee makes its recommendations to the MSW Program Coordinator. Completed admission applications are evaluated according to the following criteria:

- A baccalaureate degree from an accredited college or university with liberal arts courses from the social sciences, behavioral sciences, natural sciences, biological sciences, and humanities
- Grade point average (GPA) of 2.8 on a 4.0 scale for regular admission
- Grade point average (GPA) of 3.0 on a 4.0 scale for Advanced Standing
- GRE (850, 3.0 Analytical Writing)
- Official transcript(s) direct from all colleges/universities attended
- Official Graduate School Application with Directed Essay
- Three letters of reference (academic and/or professional persons)

*An in-person interview is scheduled when determined by the admissions committee.

Title IV-E

MSW Students are eligible to apply for the Title IV-E program. Students admitted to Title IV-E must meet specific Title IV-E program, course and practicum requirements.

Regular Full Time Admission

MSW full-time program is a two-year 60 credit hour program. Regular admission requires students to satisfy GRE (850, 3.0 Analytical Writing) and GPA (2.8) requirements. The Full Time curriculum begins in the fall semester.

Advanced Standing Admission

MSW Advanced Standing is a one-year 39 credit hour program. Only students who have earned the Bachelor of Social Work (BSW) degree from a CSWE accredited program within the last five years are eligible for the Advanced Standing admission. Students must satisfy the GRE (850, 3.0 Analytical Writing) and the GPA (3.0) requirements. Students admitted into the Advanced Standing program must earn a minimum grade of B in each course during their first semester in the MSW Program. Students who fail to meet this requirement will be given the option to enter the MSW full time program. The Advanced Standing curriculum begins in May.

Part Time Admission

The MSW part-time program is a three-year 60 credit program. Part-time admission is available for students who want to earn the MSW degree. Part-time admission requires students to satisfy GRE (850, 3.0 Analytical Writing) and GPA (2.8) requirements. The MSW part-time program begins in the summer semester.

Provisional Admission

Applicants who want to obtain the MSW degree, but do not fully satisfy the requirements for admission may be given consideration for provisional admission status. Provisional Admission may be granted to applicants whose GRE score and/or GPA fall below the minimum required for admission. Students admitted under provisional status must earn a minimum grade of "B" in each course during the first semester of the MSW program. Students who fail to earn a "B" in each course are not eligible to continue matriculation in the MSW Program.

Transfer Credit

The Department of Social Work may accept up to 30 credit hours for transfer from an MSW Program accredited under CSWE, based on a review by the MSW Admissions Committee. Transfer credit may be granted if the applicant meets the following:

- All admission requirements for the MSW Program and Savannah State University Graduate School requirements
- MSW course(s) completed in a CSWE approved program within the last five years
- A minimum grade of "B" earned in each course for transfer credit
- Inclusion of catalog description for each requested course for transfer credit
- Course outline or syllabus, including bibliography for each requested transfer course
- A letter of recommendation from the Chair of the Department related to the student’s enrollment status at the previous or current Social Work Program.

Termination for Academic and Non-Academic Reasons

In terminating a Master of Social Work Student for Academic and Non-Academic reasons, the Department of Social Work follows the University procedures as outlined in the University Catalog, the MSW Student Handbook, and the University Student Conduct
Students are permitted to pursue a Dual Concentration. The Dual Concentration allows students the option of taking three (3) additional core concentration courses (9 credit hours) from Clinical and Social Administration.

Field Practicum
Field practicum is an integral part of social work education. The experience offers an opportunity for students to integrate and apply theoretical knowledge and social work practice skills in diverse human service settings under the instruction of approved agency based social workers.

Field Orientation
All MSW students are required to attend an MSWK 6690 and MSWK 6790 Field Student Orientations. MSW Field Student Orientations are scheduled in the fall and spring semesters.

MSW students must complete 1000 clock hours of field practicum for a total of 12 semester credit hours. MSW I (first year) students complete a one semester foundation practicum at 20 hours a week for a total of 300 hours (6 credits) for the semester. In the advanced year, MSW II (second year) students complete two semesters of concentration practicum at 24 hours a week, 350 hours per semester for a total of 700 hours (6 credits per semester). Each field practicum includes a 15-hour seminar component, for a total of 45 hours in the field program. Field practicum is taken concurrently with social work practice classes. In the advanced year, field learning experiences are focused on students’ declared concentration (Clinical Practice or Social Administration Practice).

Field Practicum Hours
Field practicum hours are completed during the day time; it is only on rare occasions that approved social service agencies offer students field education placements during evening and/or weekend hours. Therefore students must arrange their personal schedules for weekday and daytime internship hours.

Field Practicum and Social Work Practice Courses
Students must maintain a 3.0 cumulative grade point average and a grade of "B" in all practice courses (MSWK 6660, MSWK 6661, MSWK 6750, MSWK 6751, MSWK 6780, MSWK 6781) to be eligible for Field Practicum. Students are required to earn a grade of "B" in all of the Field Practicum courses.

MSW I (MSWK 6690)

Students seeking admission to Field Practicum (MSWK 6690) must earn a minimum grade of "B" in Social Work Practice (MSWK 6660) and in Cultural Diversity and Social Work Practice (MSWK 6652). Students who fail to earn the minimum grade of "B" in either of these courses will not be eligible for admission to Field Practicum I (MSWK 6690). Students must earn a "B" or above in the foundation practicum course (MSWK 6690) in order to advance to the Concentration year. Students who fail to earn a "B" or above in a second attempt will be dismissed from the MSW program.

MSW II (MSWK 6790 & 6791)

Students must earn a minimum grade of "B" or above in their Concentration practicum (MSWK 6790 and MSWK 6791). Students who fail to earn a "B" or above in either of the Field Concentration practicum courses will be called for a Performance Review. If a student is given an opportunity to retake the CODE. These documents contain the established policies and procedures for handling cases, instances and grievances related to failure to maintain academic standards, academic misconduct and violation of the student conduct codes.

It is the goal of the Department of Social Work to select students and operate in a proactive manner to minimize the acceptance of students who are later determined to be unsuitable for the profession. It is recognized, however, that in spite of the most conscientious screening efforts by the Admissions Committee and the faculty group process, there may be instances in which an applicant is later determined to be unsuitable for the profession. Issues related to violation of the NASW Code of Ethics, emotional immaturity, and/or lack of professional development, exhibited in the academic environment of the field practicum will be investigated by the Performance Review Committee appointed by the MSW Program Coordinator or Director of Field Education in consultation with the Department Chair. The Performance Review Committee assesses whether the events, situations, and/or behaviors indicate current or potential problems/harm or danger for the student, Department, College, University, client, agency, colleagues, and/or the community.

Good Standing
Students are expected to remain in good standing in the MSW Program. To be in good standing, a graduate student must maintain a cumulative point average of 3.0 or better in all graduate credit courses, and reasonable progress toward graduate program requirements.

Students may not receive a grade of "C" in more than two courses. Students who earn more than two C's may repeat only one course in the program with the recommendation of the advisor and final approval from the MSW Program Coordinator.

Performance Review
Students who fail to maintain reasonable progress are subject to a performance review.

Probation
If a student's cumulative grade point average falls below 3.0, the student will be placed on academic probation. The student will have until the end of the subsequent semester of enrollment to attain a cumulative grade point average of 3.0. Failure to attain the required cumulative grade point average by the end of the probationary period will result in dismissal of the student from the MSW Program. The probationary period in the MSW Program is defined as one subsequent semester of enrollment in the program after the cumulative grade point average falls below a 3.00.

Academic Credit for Life
Academic credit for life and previous work experience is not considered in whole or in part or ‘in lieu of the above admissions’ requirements or in lieu of any courses for field practicum requirements.

Orientation
All new MSW students are required to attend orientation to the MSW Program. MSW Orientations are scheduled during the fall and spring semesters.

Dual Concentration
Students are permitted to pursue a Dual Concentration. The Dual Concentration...
Concentration practicum and fails to earn a "B" or above, the student will be dismissed from the MSW program.

### Master of Social Work Curriculum

#### Foundation

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSWK 6650</td>
<td>Human Behavior and the Social Environment I</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6651</td>
<td>Human Behavior and the Social Environment II</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6652</td>
<td>Cultural Diversity and Social Work Practice</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6660</td>
<td>Social Work Practice with Individuals and Families</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6661</td>
<td>Social Work Practice with Groups, Communities, and Organizations</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6670</td>
<td>Research Methods I</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6680</td>
<td>Social Welfare Policy and Services</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6690</td>
<td>Field Practicum I</td>
<td>6</td>
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#### Policy Practice Cognate Elective (Select One)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
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<tbody>
<tr>
<td>MSWK 6675</td>
<td>Advocacy and Service Delivery Child and Welfare</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6685</td>
<td>Gerontology Policy and Practice</td>
<td>3</td>
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</table>

#### Concentration Electives:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSWK 5501</td>
<td>Law, Race and Poverty (IV-E)</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 7340</td>
<td>Working with Difficult Children (IV-E)</td>
<td>3</td>
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<tr>
<td>MSWK 7000</td>
<td>Military Social Work</td>
<td>3</td>
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<tr>
<td>MSWK 6782</td>
<td>Advanced Policy and Planning</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6720</td>
<td>Death and Dying</td>
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#### Clinical Social Work Concentration

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>MSWK 6750</td>
<td>Clinical Practice I</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6751</td>
<td>Clinical Practice II</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6752</td>
<td>Crisis Intervention and Brief Therapy</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6762</td>
<td>Mental Health Issues with Adults: Psychopathology</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6760</td>
<td>Research Methods II</td>
<td>3</td>
</tr>
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<td>MSWK 6790</td>
<td>Field Practicum II</td>
<td>6</td>
</tr>
<tr>
<td>MSWK 6791</td>
<td>Field Practicum III</td>
<td>6</td>
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<tr>
<td>MSWK 6805</td>
<td>Integrative Seminar</td>
<td>6</td>
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#### Social Administration Concentration

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
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<tbody>
<tr>
<td>MSWK 6780</td>
<td>Social Administration I</td>
<td>3</td>
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<tr>
<td>MSWK 6781</td>
<td>Social Administration II</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6834</td>
<td>Public Budgeting and Finance</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6762</td>
<td>Mental Health Issues with Adults: Psychopathology</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6760</td>
<td>Research Methods II</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6790</td>
<td>Field Practicum II</td>
<td>6</td>
</tr>
<tr>
<td>MSWK 6791</td>
<td>Field Practicum III</td>
<td>6</td>
</tr>
<tr>
<td>MSWK 6805</td>
<td>Integrative Seminar</td>
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#### Electives

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<th>Course Name</th>
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<td>(Select One)</td>
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</tbody>
</table>

### Total Hours Required for Master of Social Work

- **Foundation**: 31 hours
- **Policy Practice Cognate Elective**: 3 hours
- **Concentration Electives**: 3 hours
- **Clinical Social Work Concentration**: 29 hours
- **Social Administration Concentration**: 29 hours
- **Electives**: 3 hours

Total: **60 hours**

### Master of Social Work Courses (Advanced Standing)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>MSWK 6600</td>
<td>Advanced Standing Integrative</td>
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</table>

#### Clinical Social Work Concentration

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSWK 6750</td>
<td>Clinical Practice I</td>
<td>3</td>
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<tr>
<td>MSWK 6751</td>
<td>Clinical Practice II</td>
<td>3</td>
</tr>
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<td>MSWK 6760</td>
<td>Research Methods II</td>
<td>3</td>
</tr>
<tr>
<td>MSWK 6790</td>
<td>Field Practicum II</td>
<td>6</td>
</tr>
</tbody>
</table>

### Total Hours Required for Master of Social Work

- **Clinical Social Work Concentration**: 29 hours
- **Social Administration Concentration**: 29 hours
- **Electives**: 3 hours

Total: **39 hours**
Course Descriptions

Masters of Business Administration

MBAP 5001 Financial and Managerial Accounting 3 Credits
This course covers fundamental concepts and procedures of financial and managerial accounting as related to business decisions. Case studies are used to illustrate accounting and ethical issues. Topics include generally accepted accounting principles, international accounting standards, financial accounting procedures, financial reporting, inventory and depreciation methods, cost determination, cost analysis and control.

MBAP 5011 Survey of Economics 3 Credits
This course is designed to introduce the student to the fundamental concepts and principles of micro- and macro-economics.

MBAP 5021 Management of Organizations 3 Credits
The course examines theoretical and practical foundations of managing organizational behavior. Topics discussed include: functions of management, principles of individual and group behavior, human resource management/law, special issues of managing behavior in organizations including quality of work life, and ethical and social responsibility.

MBAP 5031 Quantitative Data Analysis 3 Credits
This course focuses on the following topics (1) graphical and arithmetic description of data, (2) the use of computer software in solving statistical problems, (3) the theory of probability, (4) probability distributions and sampling distributions, (5) estimation and hypothesis testing, and (6) an introduction to regression analysis.

MBAP 5041 Survey of Marketing 3 Credits
The course provides a survey of marketing that examine the role of marketing in business and society. Topics of study include marketing ethics, the marketing environment, identification and analysis of present and potential consumers; and product development, distribution, pricing and promotional strategies from both global and domestic perspectives.

MBAP 5051 Corporate Finance 3 Credits
The course is a graduate-level introduction to finance for managers who are required to possess a basic understanding of finance and financial management. This course is designed as an introduction to finance via conceptual thinking, basic financial analysis, financial calculations, and capital markets. The basic concepts of financial analysis, the time value of money, security valuation and rates of return, cost of capital, and capital budgeting are covered. Students will learn how capital markets function, what different securities and financing instruments exist, and how to manage cash flow. Credit, risk, working capital, leverage, forecasting and the analysis of financial statements and ratios are given particular attention. Projects and current events are used throughout the course to provide students with hands on experience in the use and application of financial tools.

MBAP 6011 Statistics and Quantitative Methods 3 Credits
The emphasis of this course is the appropriate choice of and appropriate use of quantitative methods for making business decisions. Tools covered include probability, hypothesis testing, analysis of variance, correlation, advanced regression with time series data, forecasting, linear programming, decision analysis, and simulation.
Prerequisites: MBAP 5051 or BUSA 2182 and MGNT 3185

MBAP 6021 Management Information Systems 3 Credits
The course is a study of the efficient and effective development and use of information systems and computer technology in organizations. Topics are covered at the personal, workgroup, enterprise, and global level. Case studies, what-if analysis, decision support tools, and problem solving models are used to clarify concepts. The course will emphasize general and enduring principles for future needs while including specific and practical necessities for present needs.
Prerequisite: No course pre-requisite. Computer literacy (Microsoft Office) expected.

MBAP 6022 Information Security and Assurance 3 Credits
The course is a detailed examination of information security and assurance in the context of business and customer information systems. Starting with the landscape of digital threats, attack, adversaries, and security needs, the course then covers technologies, strategies and practices (threats modeling, risk assessment, attack trees, etc.) needed for information security and assurance in the business context. Includes intellectual property, privacy, and ethics issues.
Prerequisite: MBAP 6021

MBAP 6031 Accounting and Decision Making 3 Credits
Prerequisite: MBAP 5001

MBAP 6032 Taxation for Decision Makers 3 Credits
Taxation for Decision Makers offers an alternative to the traditional approach to taxation study by placing an emphasis on tax planning and coverage of all business entities. By focusing on the effect taxes have on business strategy planning decisions, it balances good technical data with real-world outcomes and strategies.
Prerequisite: MBAP 6031

MBAP 6041 Organizational Theory and Behavior 3 Credits
This course will provide the student with knowledge of a variety of topics in organizational behavior and organizational theory, including human behavior at the level of the individual, the small group, and in organizations. Organizational structure is examined, as well as individual and cultural differences, group dynamics, power distribution, structure, environment, and technology are discussed in relation to the effectiveness of organizations.

MBAP 6042 Health Care Management 3 Credits
This course provides and introduction to the various components of the United States health care system. The intent of the class is to give practicing healthcare managers the tools necessary to function
as administrators in a variety of health care settings. Contemporary management theory will be discussed and integrated into current healthcare management practice.

MBAP 6051 Managerial Economics 3 Credits
Introduce the student to the application of microeconomics theory and economic reasoning to the managerial decision making. The student will learn the tools and the economic methodology that will help managers make sound decision making. Topics covered include demand and production analyses; marginal and revenue analyses; price discrimination in various market structures; competitive industry equilibrium; information asymmetry; decision making under uncertainty; oligopoly and game theory; externalities; and the economic issues that face managers in the global economy.

MBAP 6061 Managerial Finance 3 Credits
This is a corporate finance course that introduces students to theories and techniques for managing capital sources and uses within the framework of shareholder wealth maximization. Emphasis is placed on understanding and critiquing financial decision-making. Topics include time value of money, financial statement analysis, cash flow determination, capital budgeting techniques, project analysis, stock and bond valuation, risk and return, cost of capital, capital structure, and options. All managers are required to possess a basic understanding of finance and financial management. This course is designed as an introduction to finance via conceptual thinking, basic financial analysis, financial calculations, and capital markets. Projects and current events are used throughout the course to provide students with hands on experience in the use and application of financial tools. This course should provide students with basic financial and math skills and an excellent introduction to financial management concepts.

MBAP 6062 Financial Statement Interpretation and Analysis 3 Credits
The central theme of the course is “value creation”—the idea of whether a firm truly is creating value (or destroying it) for its shareholders, and how (potential) outsiders may use financial statements to identify value-creating opportunities.

MBAP 6071 Marketing Management 3 Credits
This course develops the environmental, managerial, and strategic planning aspects of marketing theory and practice. The characteristics and management of markets are examined in topics that include the marketing environment, components of the marketing mix, market segmentation, and planning. Students gain experience through conducting marketing mix exercises, engaging in marketing simulations, and by producing and presenting actual marketing plans.

MBAP 6072 Consumer Behavior 3 Credits
This course is a study of the many influences on the consumers purchasing decisions. Topics covered include economic, demographic, cultural, social, and reference group influences. The emphasis is on understanding the customer, the concepts underlying target marketing and market segmentation.

MBAP 6081 Current Topics in Economics 3 Credits
The course topics will be reflective of significant issues (accounting standards, international trade, foreign investment etc) facing American businesses as they compete globally.

MBAP 6091 Strategic Management 3 Credits
The course integrates the subject matter of several disciplines in solving comprehensive, multi-faceted management problems at the strategic, policy-making level of the organization including ethical and international implications. This course requires a knowledge of accounting, finance, marketing, economics, organizational theory, quantitative and behavioral decision-making, planning, and control methods. The importance of problem identification, strategy formulation, implementation, and evaluation is the focus of the course. This course is the capstone course for graduate business administration students.

Master of Public Administration

PADM 6830 History, Scope, and Practice of Public Administration 3 Credits
An examination of the study and practice of public administration in the United States. It provides a historical account of the evolution and development of the field of public administration as a discipline and a profession. Cross-listed as MSUS 8861. (Required of all degree candidates in their first semester of course work.)

PADM 6831 Ethics for Public Administrators 3 Credits
An exploration of the legal, political, professional, and organizational accountability demands made on administrators and their relationship to ethical decision-making and ethical integrity. The emphasis is on the requirements for ethical behavior and accountability in a democratic society.

PADM 6832 Organizational Theory 3 Credits
A study of formal structure, internal workings, and external environment of complex human behavior within organizations. Surveys classical to contemporary theories of human organization. Emphasis is on the impact of formal and informal structures and processes on the performance of public organizations.

PADM 6833 Management of Human Resources 3 Credits
A comprehensive study of the organization, techniques, and theories of personnel management. The emphasis is on human resource management and its role as a force in addressing the issues of social responsibility and economic equity. Topics include changing composition of the public service work force, affirmative action, comparable worth, position qualification, education and training needs, unions, collective bargaining, and rights of public employees.

PADM 6834 Public Budgeting and Finance 3 Credits
A systematic and comprehensive exploration of the theory and practice of public budgeting and finance in state and local governments. It examines how federal, state and local governments get and spend money. Students develop skills in preparing, managing, and analyzing capital and operating budgets, and using analytical techniques that aid budgetary decision-making. Cross-listed as MSUS 8850 and MSWK 6834
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisite</th>
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<tbody>
<tr>
<td>PADM 6835</td>
<td>Local Government Administration</td>
<td>3</td>
<td>An introduction to the study of public policy, including theories of public policy and public choice theory. Focus is on understanding the public policy process at national, state, and local governmental levels. Cross-listed as MSUS 8864.</td>
</tr>
<tr>
<td>PADM 6836</td>
<td>State Government Administration</td>
<td>3</td>
<td>An in-depth focus on skills, knowledge, and abilities of the manager or leader in the public organization. Emphasis is on written, oral, and listening communication skills, conflict resolution, and management of organizational resources. Prerequisite: PADM 6830 or permission of the instructor.</td>
</tr>
<tr>
<td>PADM 6837</td>
<td>Intergovernmental Relations</td>
<td>3</td>
<td>An in-depth probe of the administrative, political, and organizational issues of metropolitan governments. It examines various forms of metropolitan governments, the impact of structure on administration and policy, and major issues of metropolitan governments in the federal system. Prerequisite: PADM 6838 or permission of the instructor.</td>
</tr>
<tr>
<td>PADM 6838</td>
<td>Introduction to Public Policy</td>
<td>3</td>
<td>An in-depth probe of the administrative, political, and organizational issues of metropolitan governments. It examines various forms of metropolitan governments, the impact of structure on administration and policy, and major issues of metropolitan governments in the federal system. Prerequisite: PADM 6838 or permission of the instructor.</td>
</tr>
<tr>
<td>PADM 6839</td>
<td>Statistical Applications in Public Administration</td>
<td>3</td>
<td>A practical discourse emphasizing the use of statistics, computers, and software applications in applied research problems in public administration. A primary goal of this course is the development of basic statistical competency, utilizing problems and cases pertinent to public administrators. The statistical basis of hypothesis testing is covered using both descriptive and inferential statistics, including frequency distribution, central tendency, variability, nonparametric and contingency analysis, multivariate analysis and correlation, analysis of variance, probability, and regression. Prerequisite: Undergraduate course in statistics.</td>
</tr>
<tr>
<td>PADM 6840</td>
<td>Research Methods</td>
<td>3</td>
<td>A comprehensive survey and analysis of the historical and contemporary issues of social welfare policy-making in the United States and the role of federal, state, and local governments and nonprofit agencies in formulating, funding, and administering social programs.</td>
</tr>
<tr>
<td>PADM 6843</td>
<td>Management and Leadership Behavior</td>
<td>3</td>
<td>An introduction to the role of computers in developing and managing information necessary for decision-making in public organizations. It considers the role of new technology in collecting, analyzing, and disseminating information with special attention given to the relationship between these technologies and effective government service, public participation, and organizational accountability. Also considers implications of computer technology, such as privacy control and security.</td>
</tr>
<tr>
<td>PADM 6844</td>
<td>Seminar in Public Policy Analysis</td>
<td>3</td>
<td>Focuses on current issues in public administration and examines the historical and future implications of these issues. Skills are developed in information searches, maintaining currency in the literature of the field and professional areas, and identifying state-of-the-art programs and approaches to administrative issues.</td>
</tr>
<tr>
<td>PADM 6845</td>
<td>Administrative Law</td>
<td>3</td>
<td>Course introduces students to the role of computers in developing and managing information necessary for decision-making in public organizations. It considers the role of new technology in collecting, analyzing, and disseminating information with special attention given to the relationship between these technologies and effective government service, public participation, and organizational accountability. Also considers implications of computer technology, such as privacy control and security.</td>
</tr>
<tr>
<td>PADM 6846</td>
<td>Information Resource Management</td>
<td>3</td>
<td>Focuses on current issues in public administration and examines the historical and future implications of these issues. Skills are developed in information searches, maintaining currency in the literature of the field and professional areas, and identifying state-of-the-art programs and approaches to administrative issues.</td>
</tr>
<tr>
<td>PADM 6847</td>
<td>Seminar in Constitutional Law</td>
<td>3</td>
<td>Seminar examines the evolution of federal and state constitutional law and the relationship to public agencies.</td>
</tr>
<tr>
<td>PADM 6848</td>
<td>Contemporary Issues in Public Administration</td>
<td>3</td>
<td>An in-depth focus on skills, knowledge, and abilities of the manager or leader in the public organization. Emphasis is on written, oral, and listening communication skills, conflict resolution, and management of organizational resources. Prerequisite: PADM 6830 or permission of the instructor.</td>
</tr>
<tr>
<td>PADM 6849</td>
<td>Seminar in Public Policy Analysis</td>
<td>3</td>
<td>An in-depth focus on skills, knowledge, and abilities of the manager or leader in the public organization. Emphasis is on written, oral, and listening communication skills, conflict resolution, and management of organizational resources. Prerequisite: PADM 6830 or permission of the instructor.</td>
</tr>
<tr>
<td>PADM 6850</td>
<td>Social Welfare Policy, Planning, and Administration</td>
<td>3</td>
<td>A comprehensive survey and analysis of the historical and contemporary issues of social welfare policy-making in the United States and the role of federal, state, and local governments and nonprofit agencies in formulating, funding, and administering social programs.</td>
</tr>
<tr>
<td>PADM 6851</td>
<td>Criminal Justice Administration</td>
<td>3</td>
<td>Course surveys the philosophical, legal, sociological, and political aspects of criminal justice administration at the state and local</td>
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</table>
levels. Emphasizes the role of the federal, state, and local governments in formulating, implementing, and evaluating criminal justice systems.

PADM 6853 Public Service Internship (Pre-service) 5 Credits
An educational experience requiring students to complete a 300-hour field internship and a major internship paper for which students receive 5 semester credit hours. This course is designed to supplement and reinforce classroom experience by providing students with opportunities to work as participant-observers in governmental and nonprofit agencies.

PADM 6854 Public Service Internship (In-service) 2 Credits
Students designated as in-service will enroll in this course while completing their major internship paper. They are exempt from the 300-hour work requirement.

PADM 6855 Special Topics in Public Administration 3 Credits
Topical study of current approaches and issues in public management, including conflict resolution, problem solving, information management, benchmarking, and other emerging innovations in the field and practice of public administration practice.

PADM 6856 Comparative Public Administration 3 Credits
Examines comparative approaches to the practice of public administration in the Western and Non-Western world. Public bureaucracies and public policies demonstrate the impact of diverse cultural, historical, legal, and political contexts.

PADM 6857 Directed Readings and Research 3 Credits
A supervised reading course in selected fields within public administration. Limited to materials not being covered in a course offered during the same semester.
Prerequisite: Permission of the instructor

PADM 6858 Seminar in Cultural Diversity 3 Credits
An exploration of the historical and legal foundations for equal opportunity in employment in the public sector and examines the role of cultural difference in the organization. Focus is on managing the diverse work force.
Prerequisite: PADM 6833 or permission of the instructor

PADM 6859 Legislative Behavior 3 Credits
Focuses on the legislative bodies in the American federal system and their interactions with the executive and judicial branches. This course also examines the impact of legislative units on public administrators and the conduct of their work.

PADM 6860 African-American Administrators in Urban Bureaucracy and Public Policy 3 Credits
An exploratory course that looks at the contributions and issues facing African-American public administrators in historical and contemporary contexts. Special emphasis is on administrative behavior and style, value orientations, and role expectations, conflicts, and demands.
Cross-listed as MSUS 8866

PADM 6861 Public Program Evaluation 3 Credits
An examination of theory and methods of public program evaluation and the politics of program evaluation. Focus is on acquisition of skills in conducting program evaluation, including research design, selecting social indicators, conducting the study, and report writing.
Prerequisite: PADM 6838 or permission of the instructor

PADM 6862 Public Policy Implementation 3 Credits
An examination of the way public administrators manage substantive public policy issues, such as housing, social welfare, and education. The focus is on the organizational factors and political issues affecting policy implementation.
Prerequisite: PADM 6838 or permission of the instructor

PADM 6863 Collective Bargaining in the Public Sector 3 Credits
An examination of different concepts regarding collective bargaining in the public sector. It includes the historical context of labor relations, collective bargaining process, analysis of issues such as public employee strikes, mediation, fact finding, and arbitration, as well as state and local government employee unionization.
Prerequisite: PADM 6833 (only for students selecting the Human Resource concentration)

PADM 6864 Public Policy Formation 3 Credits
An examination of how public policy is formulated at various levels of government in the United States.
Prerequisite: PADM 6838 or permission of the instructor

PADM 6865 Special Topics in Public Policy 3 Credits
A focus on selected topics in substantive policy issues.

PADM 6866 Decision Sciences 3 Credits
An introduction to the application of decision-making technologies such as, decision making software (DMS), geographical information systems and software (GIS), and general decision support systems (DSS), to the public sector.

PADM 6867 Rights and Basic Needs of Public Sector Employees 3 Credits
An in-depth analysis of the rights and needs of government employees, including political participation, employment, and privacy on the job. Focus is also on the off-duty rights of public employees concerning issues of drug testing or sexual behavior.
Prerequisite: PADM 6833 (for students selecting the Human Resource concentration)

PADM 6868 Organization Behavior 3 Credits
A study of individual behavior, interpersonal relations, group interactions, and the interplay of human and nonhuman factors. Focus is on the application of theoretical concepts to the practice of public organizations.
Cross-listed with MSUS 8862

PADM 6869 Human Resource Training and Development 3 Credits
Seminar prepares students to assess training and development problems in public and nonprofit agencies and prescribe appropriate interventions, including training, discipline, job redesign, and new reward systems.
Prerequisite: PADM 6833 or permission of the instructor

PADM 6870 Strategic Planning and Public Administrators 3 Credits
A course introducing theories and approaches to long term and short term planning. Focuses on integration of strategic planning into core functions of organizations in the public and non-profit sectors.
Health Services Administration Concentration

HSCA 7620 Health Care Administration 3 Credits
An analysis of current and prospective issues in health administration. The course includes the use of models and simulations for decision-making and control in health administration.

HSCA 7665 Health Care Strategic Marketing and Planning 3 Credits
An in-depth study of the selling of health using education techniques from the point of view of social scientists and business and health professionals. The utilization of concepts of health into lifestyle is addressed, using the human development model.

HSCA 8615 Legal and Ethical Environments of Health Care 3 Credits
A study of the legal basis and ethical dimensions of health care decision-making. The course is designed to give students a philosophical underpinning to discussions of specific legal and ethical topics in health care.

HSCA 8630 Health Care Financial Management 3 Credits
An overview of management and policy concepts and issues pertaining to health care facilities, personnel, and programs.

HSCP 8700 Public Health Planning and Evaluation 3 Credits
A study of the planning and evaluation of health programs in a variety of settings.

**This concentration is offered in collaboration with Armstrong Atlantic State University Master of Health Services Administration degree program.**

PADM 6000 Special Topics: Special topics course will allow for different courses to be offered based on various topics chosen by faculty members or resulting from student requests. This will allow for current issues to be addressed, as well as courses by visiting and adjunct faculty. The course will be taught as a regular course with several students attending the same classes and laboratories (if offered). If a given special topic is offered more than once per two-year period, it will be submitted for formal approval through regular university procedures. A course outline and syllabus will be submitted to and approved by the department chair prior to scheduling of course.

PADM 6100 Independent Study: Independent study, on-line and print-based, is designed to offer the individual student an opportunity to explore subjects outside of the traditional classroom setting. The specific course requirements will be formulated by the student under the direction of a selected instructor who possesses expertise in the subject matter. A grade point average of 3.00 is required. Exceptions to the 3.00 average may be made for students under extenuating circumstances. An independent study form must be signed by the instructor of record and the department chairperson prior to a student's enrollment in the course. A statement regarding the conditions and credit/semester limits under which the course may be repeated must be clearly stated in the description (may not be enrolled for more than 9 credits).

Master of Science in Marine Sciences

MSCI 5201 Introduction to Marine Sciences 4 Credits
Graduate level survey of the major disciplines of marine science including physics, geology, chemistry and biology. Emphasis will be placed on global scale processes including forces driving major ocean currents, tectonic activity, equilibrium chemistry, chemical and biological processes involved in nutrient cycling, and the determinants and effects of global climate change on major ocean processes. (3-1-4)

Prerequisite: Physics, Chemistry or Biology

MSCI 5202 Introduction to Coastal Oceanography 4 Credits
Course will consist of a variety of lectures, labs, and field experiences related to coastal oceanographic processes. Topics will include coastal physical oceanography (tides, wind driven currents, estuarine processes and stratification), coastal geology (depositional and erosion in coastal and offshore regions), biology, and biogeochemical cycling in the coastal zone (benthic and water column processes). (3-1-4)

Prerequisite: MSCI 5201

MSCI 5401 Technical Writing and Communication 3 Credits
Explores the elements of communicating scientific and technical information. It provides an overview of communication design, audiences, formats, style, mechanics, graphics, literature search, manuscript preparation, and seminar presentation. (3-0-3)
MSCI 5402 Research/Marine Science Seminar 1 Credit  
Participation in preparation, presentation and discussion of marine-related seminar topics. (1-0-1)

MSCI 5403 Research/Marine Science Seminar II 1 Credit  
Participation in preparation, presentation and discussion of marine-related seminar topics. (1-0-1)

MSCI 5501 Fish Ecology 3 Credits  
This course presents the differences in morphology, ecology, behavior and life-history traits of the most common groups of cartilaginous and bony fishes. Course structure is based on overview of each fish group followed by active discussion of specific ecological characteristics of families and/or species based on primary literature selected by students. (3-0-3)  
Prerequisite: Statistics

MSCI 5560 Advanced Environmetrics 3 Credits  
A statistics course that reviews linear statistical methods and teaches nonparametric approaches to treat environmental/biological data. May include but not be limited to: power tests, randomization and experimental design, analyses of variance, covariance and deviance, simple to polynomial regression, non-parametric tests of significance, pairwise and multiple comparisons, and response surfaces. (3-0-3)  
Prerequisite: Statistics

MSCI 5601K Introduction Environmental Permitting Processes 3 Credits  
This course will provide students with an understanding of the regulatory authority promulgated to the US Army Corps of Engineers. Students will be introduced to the origin, history and present-day application of Section 404 of the Clean Water Act and Section 10 of the Rivers and Harbors Navigation Act. Specifically, students will gain first-hand knowledge of: (1) environments regulated by US Army Corps of Engineers (2) regulations and policies that govern activities in waters of the US; (3) Corps-based interactions with other federal, state and local agencies; and (4) procedures and practices for authorizing projects in waters of the US. (3-0-3)

MSCI 6201 Marine Ecology 3 Credits  
This course provides an overview of how basic ecological principles apply to marine systems. Primary areas of focus include: competition, predation, abiotic constraints, population dynamics, age distributions, and community organization. Key subject areas will be discussed using primary literature selected by students. Emphasis will be placed on experimental design of ecological studies. (3-0-3)

MSCI 6202 Advanced Oceanography 3 Credits  
A continuation of principles introduced in MSCI 5201 Introduction to Marine Sciences. Lectures and problem sets will develop a working knowledge of physical and chemical ocean processes, particular those important to continental shelves and other upwelling environments. Physical processes that will be discussed include buoyancy input, wind forcing, tidal stirring, tidal rectification, and seasonal mean circulation. Chemical processes that will be discussed include kinetic predictions for reactions in seawater, vertical and horizontal transport of materials, isotopic clocks and tracers, nutrients, and chemical fluxes across major marine interfaces, including estuaries. Fundamental physical, chemical, and biological interactions will be explored using reading and sample problems. (3-0-3)  
Prerequisites: College Physics, Chemistry, Calculus, and MSCI 5201

MSCI 6310 Scientific Ethics 3 Credits  
The basics in philosophical and ethical thought in science, expanded to include the faculty/student relationship, peer review, data treatment, analysis and interpretation of data, funding sources and competition, proprietary research, politics of science in America and abroad (what factors shape funding emphases, how research foci vary regionally and globally). (3-0-3)

MSCI 6323 Coastal Law and Policy 3 Credits  
An exploration of common federal and state law principles and legislation affecting uses of the lands, waters, and natural resources of the coastline and the adjacent ocean waters. Topics studied include doctrines defining public and private property rights in the shoreline and submerged lands, coastal wetlands protection, beach management, marine fisheries, aquaculture regulation, marine protected species in coastal areas, pollution control, energy and mineral development, food sources, marine transportation and coastal land use control. (3-0-3)

MSCI 6324 Coastal Zone Management 3 Credits  
All coastal states now cooperate with the U.S. Government in managing the coastal zone to maximize human and natural value. The laws, regulations, policies, public goals, and agencies involved in this effort will be described and evaluated for effectiveness. (3-0-3)

MSCI 6542 Fisheries Population Dynamics 3 Credits  
Formulation and use of mathematical models used in stock assessment of commercial and recreational fisheries. Includes stock concept, estimation of growth, mortality rates, gear selectivity, estimating CPUE, maximum sustainable yield, stock/recruitment relationships, analytical and holistic models, data requirements and start to finish methods for fisheries stock assessment reports. Microcomputer modeling and analysis packages will be used. (3-0-3)  
Prerequisite: Calculus

MSCI 6546 Mariculture 2 Credits  
Introduction to the principles and practice of the culture of marine organisms. Includes site selection, water quality, production systems, feeds and nutrition, health, broodstock management and husbandry, and economics, overview of finfish, molluscan, and crustacean, and aquatic plant culture, physiology of growth and reproduction including exposure to advanced technology (e.g. molecular methods, neuroendocrinology). (2-0-2)  
Prerequisites: Biology, MSCI 5201
MSCI 6550 Analytical Techniques in Seawater, Sediments and Soils 3 Credits
Students will obtain competency in a variety of analytical techniques for the analysis of seawater, marine sediments, and soils. Nutrient analysis, chemical constituents, contaminant analysis including both organic and inorganic contaminants, and bacteriological water quality. (3-0-3)
Prerequisite: Chemistry

MSCI 6552 Marine Biotechnology 4 Credits
An overview of concepts, approaches, techniques, and applications of biotechnology with emphasis on marine biotechnology. Principles of recombinant DNA technology, its relevance to genetic engineering, and its uses in basic and applied biology. Methodology and concepts of genetic engineering technology; molecular mechanisms of gene transfer, integration and expression of transgenes in target tissues/organisms. Applications of marine biotechnology in aquaculture, marine environmental protection, the use of transgenic fish, production of fuels from algae and natural products of pharmaceutical value from marine organisms, and other applications. (3-1-4)
Prerequisite: Genetics

MSCI 6562 Remote Sensing 3 Credits
Principles, characteristics and applications of environmental remote sensing. Topics include concepts and foundations of remote sensing photographic systems and interpretation of thermal and multispectral scanning radar systems, satellite remote sensing and digital image processing. Aspects of oceanographic data such as phytoplankton abundance, sea-surface temperatures, ocean wind speeds and instrumentation such as SeaWiFS, AVHRR, and SSM/I will be emphasized. (3-0-3)
Prerequisites: Calculus, Statistics

MSCI 6725 Coastal Wetland Ecology 3 Credits
Introduction to coastal wetlands (brackish/fresh water marshes, swamps, and bogs), with an emphasis on typical southeast US flora and fauna. Wetland physical diagnostic characteristics (hydrology, pedology) as well as biological parameters (primary productivity, biogeochemistry and nutrient transport) will be covered. (3-0-3)

MSCI 6726 Coastal Botany 4 Credits
Identification, classification, ecology of coastal plants and algae; wetland and barrier island plant communities and functions; physiological ecology of coastal plants and algae. (3-1-4)
Prerequisite: Botany or Ecology

MSCI 6745 Aquatic Pathology 4 Credits
Systematics, life history, spread, etiology, diagnoses and treatment of selected diseases among shellfish, fish, and marine mammals. Viral, bacterial, fungal, protozoan and invertebrate pathogens. The importance of aquatic diseases in aquaculture and to public health. (3-1-4)
Prerequisite: Biology

MSCI 6747 Marine Mammalogy 3 Credits
Natural history, taxonomy, anatomy, physiology, ecology, conservation, and economic importance of the cetacea, pinnipedia, and sirenia. (3-0-3)
Prerequisite: Biology

MSCI 6781 Benthic Ecology 3 Credits
Ecology course describing the general chemical, biological and physical nature of the sediment environment, comparing these traits across saltmarsh, deep sea and shelf habitats. Including trophic relationships and distribution of organisms, the role of microbial communities, formation of detritus, and sediment transport. (3-0-3)

MSCI 7344 Fisheries Management 3 Credits
Environmental ecology, conservation, and processes used to manage living marine and aquatic resources harvested or otherwise impacted by human activities. Examples from global, regional, and local areas will be highlighted. (3-0-3)

MSCI 7527 Coastal Environmental Certifications 3 Credits
Provides background, basis in law, descriptions, and requirements for a variety of certifications and training associated with environmental regulation compliance in coastal areas. (3-0-3)

MSCI 7564 Geographic Information Systems and Database Management in Coastal Studies 4 Credits
Theory, concepts, limitations, and implementation of geographical spatial analysis systems for the study of coastal processes. Through a “hands-on” approach, students will become familiar with the use of GIS and other information management systems for analysis of complex large databases pertaining to coastal processes. (3-1-4)

MSCI 7600 Oceanic Change: Climatic and Human Perturbations of Marine Ecosystems 3 Credits
The impacts of climatic variations and human activities on marine ecosystems are examined in this course. The time-scales of climatic perturbations studied will range from tectonic to seasonal scale variations and storm events. Human impacts will include topics such as eutrophication, overfishing, emission of greenhouse gasses and dredging. There will be some flexibility in the exact topics covered and papers read in accordance with the interest and goals of enrolled students. (3-0-3)

MSCI 7728 Coastal Processes 3 Credits
Changes in the very dynamic coastal environment are best understood by evaluating the major physical processes that control coastal configuration, including tides and currents, storm impacts, sea level change, sediment transport, barrier island and delta formation, and river input. In addition, organism impacts on the coastal environment will also be evaluated (marsh vegetation, dune vegetation, human alterations, estuarine nurseries). (3-0-3)
Prerequisites: MSCI 5201, MSCI 5202

MSCI 7743 Fisheries Oceanography 3 Credits
Introduction to the physical and biological processes (i.e., recruitment variability, compensatory mechanisms, and species interactions) that control the abundance of living marine resource populations. Includes case studies of contemporary multidisciplinary research. (3-0-3)

MSCI 7754 Marine Biogeochemistry 3 Credits
Chemistry course which focuses on the sources, transport and fate of organic, matter in natural environments including marines sediments, soils and natural waters. Includes the global carbon cycle, analytical methods in organic geochemistry, geochemistry of organic matter constituents, geochemistry of humic substances. (3-0-3)
Prerequisite: MSCI 5202
MSCI 7782 Marine Microbial Ecology 3 Credits
Emphasizes the diversity and role of microorganisms in marine ecosystems. Nutrient cycles, methods of microbial analysis, genetic diversity, and the functional roles of microorganisms in marine systems. (3-0-3)

MSCI 7783 Water Column Ecology 3 Credits
Major biological processes in the water column of estuarine, coastal, and open sea environments, with emphasis on interactions of biota with marine chemical and physical processes. (3-0-3)

MSCI 7801 Directed Research 1-3 Credits
Directed readings or research at the graduate level to meet the needs of individual students. Consent of instructor required. Variable credit. (0-(1-3)-(1-3))

MSCI 7851 Special Topics 1-3 Credits
Content to be determined each semester. May be repeated. Variable credit. ((1-3)-(0-(1-3))

MSCI 7991 Thesis I 3 Credits
Thesis research and preparation. Consent of research advisor required. (3-0-3)

MSCI 7992 Thesis II 3 Credits
Thesis research and preparation. Consent of research advisor required. (3-0-3)

MSCI 8822 Advanced Methods of Quantitative Analysis 3 Credits
This course is designed to expose participants to higher level methods systematic inquiry to answer questions requiring quantitative procedures. Its aim is to provide participants the understanding necessary to effectively apply the tools of multivariate statistical analysis in the appropriate circumstance. An additional purpose of this course is to prepare participants for careers in the research sciences or higher level graduate studies. (3-0-3)

MSCI 6000 Special Topics:
Special topics course will allow for different courses to be offered based on various topics chosen by faculty members or resulting from student requests. This will allow for current issues to be addressed, as well as courses by visiting and adjunct faculty. The course will be taught as a regular course with several students attending the same classes and laboratories (if offered). If a given special topic is offered more than once per two-year period, it will be submitted for formal approval through regular university procedures. A course outline and syllabus will be submitted to and approved by the department chair prior to scheduling of course.

MSCI 6100 Independent Study:
Independent study, on-line and print-based, is designed to offer the individual student an opportunity to explore subjects outside of the traditional classroom setting. The specific course requirements will be formulated by the student under the direction of a selected instructor who possesses expertise in the subject matter. A grade point average of 3.00 is required. Exceptions to the 3.00 average may be made for students under extenuating circumstances. An independent study form must be signed by the instructor of record and the department chairperson prior to a student’s enrollment in the course. A statement regarding the conditions and credit/semester limits under which the course may be repeated must be clearly stated in the DESCRIPTION (may not be enrolled for more than 9 credits).

Master of Urban Studies

MSUS 8801 Classics of Urban Politics 3 Credits
Study of early research and theoretical formulations that formed the basis for the contemporary study of the urban area Relevant works of Weber, Malthus, Marx, and other social theorists will be studied. (3-0-3)

MSUS 8803 State and Local Government 3 Credits
Comparative study of states, communities, and local governments, and their management of political conflict. Special emphasis placed on the impacts to urban areas. (3-0-3)
(Cross listed with SSU PADM 6835 Local Government Administration or PADM 6836 State Government Administration)

MSUS 8806 Minority Group Politics 3 Credits
A holistic exposition of the dynamics of minority groups within the American urban political experience. The course will address the historical role played by minorities in the evolution of U.S. urban politics. (3-0-3)

MSUS 8807 Historic Preservation 3 Credits
Examination of the field including values, principles, practices, development of planning and organization for preservation, preservation law, economics and politics. (3-0-3)
(Cross listed with AASU PBHS 5830G Historic Preservation)

MSUS 8808 Politics of Poverty 3Credits
Study of the nature and extent of poverty with particular attention to political factors that influence public policies. Case studies of selected issues will be explored. (3-0-3)

MSUS 8809 Policy Advocacy and Empowerment 3 Credits
Study of effective tactics and strategies emerging in urban social change. Collective grassroots movements will be examined. (3-0-3)

MSUS 8810 History of American Urbanization 3 Credits
Introduces causes, processes, and impacts of American urbanization from the colonial period to the present. Examines political, economic, social and cultural relations. (3-0-3)

MSUS 8820 Methods of Urban Research 3 Credits
Introduces social research methods. Emphasis on statistics., design, data collection, computer applications, measurement, and analysis with a macro focus. (3-0-3)
Prerequisite: Undergraduate course in basic statistics

MSUS 8821 Statistical Methods for Urban Analysis 3 Credits
Students will develop expertise in applying advanced statistical methods to contemporary urban problems.

MSUS 8823 Urban Development Process 3 Credits
This course is intended for graduate students with little or no background in the urban development process or market analysis of urban redevelopment projects. Topics to be covered include data sources and economic base analysis, market area definition, site analysis, highest and best use, market demand, demand surveys, and forecasting, competitive supply, and data gathering. Student will strategically incorporate these topics into a final project that
analyzes market niches and market penetration rates, lease rates, synergy, tenant mix, and go/no go decision on a specific site.

**MSUS 8824 Urban Development Finance 3 Credits**
This course offers students applied experience in identifying and developing sources of financing for urban development projects.

**MSUS 8830 Introduction to Planning 3 Credits**
This course is an introduction to ideas about the roles planners fill and goals they pursue. It provides an overview of the role of planning in a representative democracy, the institutional settings within which planners operate, the reputed conflict between planning freedom, the extent of analytic versus communicative work of the planner, and the significance of planning professionalism. (3-0-3)

**Prerequisite:** MSUS 8810

**MSUS 8840 Computer Applications for Urban Information Systems 3 Credits**
Introduces computer applications in urban and regional planning, including applications in geographical information systems (GIS), urban data base designs, digitizing procedures and computer graphics for measuring urban spatial organization. Includes defining economic regions, making population projections and employment forecasting. (3-0-3)

**MSUS 8850 Public Finance and Economics 3 Credits**
Provides a systematic study of the development, implementation, and evaluation of urban policies, with special emphasis on their fiscal impacts. Applies economic principles to the study of the role of government. (3-0-3)

**MSUS 8851 Seminar in Urban and Regional Planning 3 Credits**
Includes a comprehensive analysis of the overall planning process and the use of master plans to guide the growth and development of cities and their surrounding regions; also, the role of planning in development, management and organization of metropolitan environments. (3-0-3)

**MSUS 8852 Urban Geography 3 Credits**
Study the role geography plays in the structure and development of urban areas. Includes analysis of the rise, decline, and rebirth of cities, functional classification of cities, internal structure of urban areas, and theories of urban growth. (3-0-3)

**MSUS 8854 Housing and Community Development 3 Credits**
Study of the methodology, techniques, and strategies utilized to assess housing conditions, housing supply and demand within urban communities. Examines strategic linkage between community preservation and stability and housing development. Includes emphasis on the concepts of citizen participation, self-directive, social advocacy planning and self-help in community revitalization efforts and case studies of current approaches involving innovative solutions. (3-0-3)

**MSUS 8855 Population Growth and Residential Development 3 Credits**
Examination of the link between population growth and residential development. Introduces techniques and procedures to quantify population trends and characteristics of residential growth and development. Includes practices of local, state and national governments in forming policies designed to project and monitor population movement planning residential development strategies. (3-0-3)

**MSUS 8856 Transportation and Urban Development 3 Credits**
Study of the role of public and private transportation in the development of the modern city. Emphasis on the impact transportation has on urban social structures. (3-0-3)

**MSUS 8857 Environmental Issues and Waste Disposal 3 Credits**
Study of the specific problems of urban waste management and disposal. Addresses issues of source reduction, recycling, waste incineration, and land filling, as well as the social implications of the utilization of various energy sources and their associated waste disposal methods. (3-0-3)

**MSUS 8860 Race, Ethnicity and Gender in Urban Development 3 Credits**
Examines the impact of race, ethnicity, and gender on the development of urban centers from sociological, socio-historical and socio-political perspectives. Focuses on the role of racism, ethnocentrism, sexism, oppression and economic exploitation on the plight of these groups. Emphasis on the consequences of the urbanization process on African-Americans in particular, other ethnic groups and women in general. (3-0-3)

**MSUS 8861 History, Scope and Practice of Public Administration 3 Credits**
Study of the organization and operation of government agencies, their role in policy making and implementation, the various concepts and theories pertaining to administrative behavior, and the performance of the basic tasks of management. (3-0-3)

(Cross listed with PADM 6830)

**MSUS 8862 Organizational Theory 3 Credits**
Examination of basic classical and contemporary theoretical approaches and issues in organizations. (3-0-3)

(Cross listed with SSU PADM 6871)

**MSUS 8863 Industrial/Organizational Psychology 3 Credits**
A survey of applications of psychological principles in private and public sector organizations and agencies. Topics include goal setting, power politics, work motivation, leadership and supervision, and modes of organizational communications. (3-0-3)

(Cross listed with AASU PSYC 5210G)

**MSUS 8864 Introduction to Public Policy 3 Credits**
An investigation of the major forces that influence the formulation, implementation, and administration of public policy. Emphasis on political aspects of policy formulation and the mobilization of political support. Theoretical principles will be applied to specific urban problems. (3-0-3)

(Cross listed with SSU PADM 6838)
MSUS 8865 Urban Policy and Administration 3 Credits
Explores the administrative, political and organizational issues of metropolitan governments, examines various forms of metropolitan governments, and the major challenges of these governments. (3-0-3)
(Cross listed with SSU PADM 6845)

MSUS 8866 African Administrators in Urban Bureaucracy and Public Policy 3 Credits
Course focuses on the historic contributions and contemporary issues facing African-American urban public administrators. Emphasis is on administrative behavior and style, value orientations, and role expectations. (3-0-3)
(Cross listed with PADM 8860)

MSUS 8867 Conflict Resolution 3 Credits
Course emphasizes the identification of the major causes of organizational and group conflicts and their resolutions. Particular attention is given to identifying means to achieve harmony through organizational and group cultures, and manage conflict that arises from competing values. (3-0-3)

MSUS 8874 Urban Design Seminar 3 Credits
This course introduces basic concepts of urban design with a particular focus on historical precedents in American and international cities. Students will explore how zoning, historic preservation, transportation, and design guidelines play a role in urban design, and how to identify the actors that participate in the development process, and their roles and relationships to urban design.

MSUS 8876 Field Research 3 Credits
Students completing data collection in the field for original research may enroll in this course, with permission.

MSUS 8880 Master Thesis 3-6 Credits
Advisement and completion of the master’s thesis.

MSUS 6000 Special Topics:
Special topics courses will allow for different courses to be offered based on various topics chosen by faculty members or resulting from student requests. This will allow for current issues, such as planning issues in Savannah, to be addressed, as well as course offerings by visiting and adjunct faculty. The course will be taught as a regular course with several students attending the same classes and laboratories (if offered). If a given special topic is offered more than once per two-year period, it will be submitted for formal approval through regular university procedures. A course outline and syllabus will be submitted to and approved by the department chair prior to scheduling of course.

MSUS 6100 Independent Study:
Independent study, on-line and print-based, is designed to offer the individual student an opportunity to explore subjects outside of the traditional classroom setting. The specific course requirements will be formulated by the student under the direction of a selected instructor who possesses expertise in the subject matter. A grade point average of 3.00 is required. Exceptions to the 3.00 average may be made for students under extenuating circumstances. An independent study form must be signed by the instructor of record and the department chairperson prior to a student’s enrollment in the course. A statement regarding the conditions and credit/semester limits under which the course may be repeated must be clearly stated in the DESCRIPTION (may not be enrolled for more than 9 credits).

Master of Social Work

MSWK 5501 Law, Race and Poverty in the Welfare of Children 3 Credits
This course focuses on differential application of law on child welfare issues and the interventions of human service workers. Emphasis is on child abuse and neglect, separation and loss, foster care, kinship care, the courts and legal issues related to decision-making. Prerequisites: MSW Foundation content (MSWK 6650, 6652, 6660, 6680). Required for Title IV-E Child Welfare

MSWK 6600 Advanced Standing

MSWK 6650 Human Behavior and the Social Environment I 3 Credits
Human behavior is examined from the social systems perspective. The content of this course deals with the individual as a system with a focus on the person-in-environment (PIE) as they progress through the life cycle. The areas if human behavior and development are considered at all levels of practice; i.e. micro, mezzo, and macro in rural and urban settings. Human behavior is examined as the foundation for social work practice. The focus is on normal human development. Life cycle and culturally diverse perspective are considered in relation to several major theories. Prerequisite: Admission to MSW Program

MSWK 6651 Human Behavior and the Social Environment II 3 Credits
Frameworks for organizing and integrating knowledge about human system at family, group, organization, and community levels within the historical and ethical context of the profession are considered. Developmental theories are examined using bio-psycho-social ecological factors in the context of social assessment and intervention. Prerequisite: MSWK 6650

MSWK 6652 Diversity Issues and Social Work Practice 3 Credits
This course utilizes an Afrocentric paradigm and strengths perspective to develop and/or enhance self-awareness and sensitivity for culturally competent social work practice with individuals, families, groups, communities, and organizations. It examines diversity in a global environment (local, national, international, rural and urban) and explores various forms of oppression and social and economic injustice due to class, religion, age, gender, race, ethnicity, national origin, culture, physical and/or mental ability, gays, lesbians, bisexual, and transgendered populations. Prerequisite: Admission to MSW Program

MSWK 6660 Social Work Practice with Individuals and Families 3 Credits
The course is a first in a two-part sequence and serves as a foundation practice course. The course focuses on the fundamentals of intervention at the micro level and the skills needed for generalist perspective. Prerequisite: Admission to MSW Program
MSWK 6661 Social Work Practice with Groups, Communities, and Organization 3 Credits
The second course in the practice sequence focusing on the development of the knowledge, values, and interventive skills related to problems of larger client systems, families, groups, communities, and organizational structures.
Prerequisite: MSWK 6660

MSWK 6670 Research Methods I 3 Credits
Overall, the goal of this course is to produce students to become informed consumers of research and to develop ability in identifying methodological flaws as well as develop an appreciation for the limitations of the research process. The content prepares students to develop, use, and effectively communicate empirically based knowledge, including evidence-based interventions. Research knowledge is used by students to provide high quality services; to initiate change; to improve practice, policy, and social service delivery; and to evaluate their own practice.
Prerequisite: Admission to MSW Program

MSWK 6672 Drug and Alcohol Abuse and Social Work Practice 3 Credits
This course will familiarize students with the history and pharmacology of alcohol and other drugs (AOD); the etiology of AOD abuse and dependence; approaches to assessment and treatment of AOD abuse and dependence; the importance or relevant social systems (e.g., family, work, community/society) and spirituality in addition and recovery; and the role of the social worker in a multi-disciplinary approach to AOD abuse prevention and treatment. The emphasis in the course will be on the etiology and treatment of AOD abuse and dependence with the poor, the oppressed, racial, ethnic, and sexual minorities, and other at-risk urban populations.
Prerequisites: MSW Foundation content (MSWK 6650, 6652, 6660, 6680)

MSWK 6680 Social Welfare Policy and Services 3 Credits
A foundation course which introduces students to current policies, programs, and delivery systems and their impact on contemporary social problems and conflicting issues. The historical development of social welfare in the United States is studied and the concept of the welfare state is introduced. Concepts intrinsic to social welfare policy are introduced.
Prerequisite: Admission to MSW Program

MSWK 6685 Gerontology Policy and Practice 3 Credits
The course, Gerontology Policy and Practice, is an elective course of the MSW Program. It provides the Generalist Social Worker with the biopsychosocial, cultural and spiritual dimensions of aging. According to the Council of Social Work Education National Center for Gerontological Social Work Education, demographic changes are transforming virtually all aspects of our society and providing challenges and opportunities for social workers, the public and policy makers.
Prerequisite: Admission to MSW Program

MSWK 6690 Generalist Field Practicum I 4 Credits
This course is a one-semester placement in an approved human service setting. Students must complete 20 hours per week and attend a 15-hour seminar for total of 300 clock hours. This course is required of all students completing the foundation year courses. This practicum is based on generic foundation content and is oriented toward generalist social work perspective.
Prerequisites: Completion of MSW foundation content (MSWK 6650, 6652, 6660, 6680)

MSWK 6750 Clinical Practice I 3 Credits
This is the first course in a two-course sequence of advanced clinical practice. Students in this course will integrate core counseling skills and generalist social work practice perspective gained in MSWK 6660 into a personal treatment philosophy from an ecosystemic perspective using social work theoretical approaches to individuals, families, and groups. Another major thrust for the course will be to integrate the eclectic knowledge base of MSWK 6660 on a group, community, and an organizational level into social work treatment models and theories (e.g., Ethnic-Sensitive/Multidimensional Practice Model; Task-Centered, Life Model of Practice). This is a "how to" hands on course with the primary objective of learning how to integrate theory into practice on a micro, mezzo, and macro level.
Prerequisites: First Year MSW foundation content (MSWK 6650, 6651, 6652, 6660, 6661, 6670, 6680, and 6752). Taken concurrently with MSWK 6760

MSWK 6751 Clinical Practice II 3 Credits
This is a second course in the two-semester sequence of Advanced Clinical Practice. Students in this course will begin the process of integrating skills gained in MSWK 6660, MSWK 6661 and MSWK 6750 to develop a personal treatment philosophy from an ecosystemic perspective, using family-centered and community organization approaches. A major thrust for this course will be to integrate the theoretical models of structural, solution-focused, strategic, and experiential treatment into practice. A community project will serve as a learning laboratory for the student.
Prerequisites: MSWK 6750. Taken concurrently with MSWK 6791

MSWK 6752 Crisis Intervention and Brief Therapy 3 Credits
This advance elective covers the history, development, and application of both crisis theory and brief solution-focused treatment within the context of the significance of biopsychosocial potential for healthy human development and social functioning. Emphasis is placed on practical application of techniques in situations such as natural disaster, death and dying, AIDS, battering, post-traumatic stress syndrome, rape, suicide, and family dysfunction.
Prerequisites: MSW Foundation content (MSWK 6650, 6660, 6680)

MSWK 6760 Research Methods II 3 Credits
The advanced application of social research methodology to the design, implementation and evaluation of practice skills necessary to undertake advanced social work research and evaluation of practice skills and programs and contribute to the increasing and the knowledge base of the profession.
Prerequisites: First Year MSW foundation content; MSWK 6650, 6652, 6660, 6680

MSWK 6762 Mental Health Issues with Adults: Psychopathology 3 Credits
This course reviews work with adults who are experiencing mental health issues. It employs the use of DSM-IV-TR in strengths-based psychosocial assessment and treatment planning, diversity issues, the impact of managed care, influence of poverty and welfare reform, and ethical concerns in psychopathologies of adulthood: schizophrenia; mood disorders; anxiety, adjustment and dissociative disorders; substance-related disorders; personality disorders with special attention to borderline, narcissistic, and antisocial personality...
disorders; and health conditions impacting mental health including HIV/AIDS and dementia. Emphasized are criteria for differential diagnosis of these psychopathologies; major theories and research on etiology and dynamics of each and research on efficacy of different models. Implications for social work interventions, service provisions, and community supports with urban and rural populations are also considered. Particular attention is given to the impact of mental illness and its treatment from Afrocentric and Feminist perspectives. Attention is given to assessment and intervention with gay, lesbian, and transgendered clients. Prerequisites: MSW Foundation content (MSWK 6650, 6652, 6660, 6680)

MSWK 6780 Social Administration I 3 Credits
This course studies organizational theory as the basis of social administration. The course focuses on the knowledge and skills necessary for administration and management. Emphasis is placed on principles, concepts, and models of social welfare administration. Prerequisites: First Year MSWK foundation content (MSWK 6650, 6651, 6652, 6660, 6661, 6670, 6680, 6934). Taken concurrently with MSWK 6790

MSWK 6781 Social Administration II 3 Credits
This is a core course for the Administration concentration. It builds on MSWK 6780 Social Administration I course in advancing students’ generalist knowledge and skills for work in organizations and communities. Historically, nonprofit organizations have been used as the avenue for obtaining social justice and equity for groups that have been victimized by discrimination and oppression (African Americans, gays and lesbians, the handicapped, and others). This course looks at the history of some of these organizations and the ways in which many of them were able to groom leaders who often became national and international spokespersons for social justice. The course also focuses on selected frameworks for, and critical tasks involved with, managing community-based human service organizations and/or programs in both urban and rural areas. The course is designed to develop specific managerial knowledge and skills that are useful in a fluid, fast-paced social service environment. Prerequisites: MSWK 6780. Taken concurrently with MSWK 6791

MSWK 6782 Advanced Policy and Planning 3 Credits
This course, the second in the policy sequence, builds upon policy analysis and history of social welfare. It focuses on the skill development for the practice of policy. Students are required to complete the phases of the policy-making process from agenda setting through policy evaluation while demonstrating analytical, political, value clarifying and interactional skills. Prerequisites: MSW Foundation content (MSWK 6650, 6652, 6660, 6680)

MSWK 6790 Field Practicum II 4 Credits
This is the first of the practicum concentration sequence. This course focuses on clinical social work with individuals, families, and groups or social administration in a social service setting. Student must complete 24 hours per week and a 15-hour seminar for a total of 350 clock hours. Prerequisites: MSW Foundation content; MSWK 6690. Taken concurrently with MSWK practice courses (MSWK 6750, 6780)

MSWK 6791 Field Practicum III 4 Credits
This is the second of the practicum concentration sequence. This course focuses on clinical social work with individuals, families, and groups or social administration in a social service setting. Student must complete 24 hours per week and a 15-hour seminar for a total of 350 clock hours. Prerequisites: MSW 6790. Taken concurrently with MSWK practice courses (MSWK 6751, 6781)

MSWK 6805 Integrative Seminar 3 Credits
This is the capstone course for the MSW Program. It is designed to facilitate and insure the integration of social work knowledge, values and practice skills. Prerequisites: Taken concurrently with MSWK 6751, 6781, 6791

MSWK 6834 Public Budgeting and Finance 3 Credits
This course provides a systematic and comprehensive exploration of the theory and practice of public finance in state and local governments. It examines how federal, state and local governments get and spend money. Students develop skills in preparing, managing, and analyzing capital and operating budgets, and using analytical techniques that aid budgetary decision-making. Cross-listed with PADM 6834; MSW Foundation content (MSWK 6650, 6652, 6660, 6680)

MSWK 7340 Working with Difficult Children and Adolescents: Special Treatment Issues 3 Credits
This elective course addresses the problems of treating children and adolescents with severe behavioral problems by presenting a family-based model that articulates how to engage the uncooperative child or adolescent in the treatment using age appropriate strategies. Prerequisites: MSW Foundation content (MSWK 6650, 6652, 6660, 6680)

MSWK 6000 Special Topics
Special topics course will allow for different courses to be offered based on various topics chosen by faculty members or resulting from student requests. This will allow for current issues to be addressed, as well as courses by visiting and adjunct faculty. The course will be taught as a regular course with several students attending the same classes and laboratories (if offered). If a given special topic is offered more than once per two-year period, it will be submitted for formal approval through regular university procedures. A course outline and syllabus will be submitted to and approved by the department chair prior to scheduling of course.

MSWK 6100 Independent Study
This independent study course, on-line and print-based, is designed to offer the individual student an opportunity to explore subjects outside of the traditional classroom setting. The specific course requirements will be formulated by the student under the direction of a selected instructor who possesses expertise in the subject matter. A grade point average of 3.00 is required. Exceptions to the 3.00 average may be made for students under extenuating circumstances.

An independent study form must be signed by the instructor of record and the department chairperson prior to a student’s enrollment in the course. A statement regarding the conditions and credit/semester limits under which the course may be repeated must be clearly stated in the DESCRIPTION (may not be enrolled for more than 9 credits).
Master of Social Work Elective Courses

Policy Practice Electives

MSWK 6675 Policy Practice: Advocacy and Delivery in Child and Family Welfare 3 Credits
This course explores issues related to the identification, reporting and substantiation of child abuse and neglect cases within the CPS system, appropriate and effective methods of intervention and attachment and separation issues from multi-systematic perspective. Overall the course helps the student to integrate knowledge of social welfare policy, HBSE, and generalist practice and apply this knowledge to the needs of children and their families irrespective of the student's concentration.
Prerequisites: MSWK 6660 and MSWK 6680

MSWK 6685 Gerontology Policy and Practice 3 Credits
The course, Gerontology Policy and Practice, is an elective course of the MSW Program. It provides the Generalist Social Worker with the biopsychosocial, cultural and spiritual dimensions of aging. According to the Council of Social Work Education National Center for Gerontological Social Work Education, demographic changes are transforming virtually all aspects of our society and providing challenges and opportunities for social workers, the public and policy makers.
Prerequisite: Admission to MSW Program

MSWK 6720 Death and Dying 3 Credits
This course provides an overview of death and dying from a theoretical and cultural perspective. This course also focuses laws that relate to end of life care issues.
Prerequisites: MSW Foundation content (MSWK 6650, 6652, 6660, 6680)

MSWK 6782 Advanced Policy and Planning 3 Credits
This course, the second in the policy sequence, builds upon policy analysis and history of social welfare. It focuses on the skill development for the practice of policy. Students are required to complete the phases of the policy-making process from agenda setting through policy evaluation while demonstrating analytical, political, value clarifying and interactional skills.
Prerequisites: MSW Foundation content (MSWK 6650, 6652, 6660, 6680)

MSWK 7000 Military Social Work 3 Credits
This course provides an overview of the social service delivery system for military personnel and families within the United States and other countries. The structure of official service is examined. The needs of reservist and National Guard members and their families are also addressed.
Prerequisites: MSW Foundation content (MSWK 6650, 6652, 6660, 6680)

Approved Master of Social Work Electives from Public Administration

PADM 6833 Management of Human Resources 3 Credits
A comprehensive study of the organization, techniques, and theories of personnel management. The emphasis is on human resource management and its role as a force in addressing the issues of social responsibility and economic equity. Topics include changing composition of the public service work force, affirmative action, comparable worth, position qualification, education and training needs, unions, collective bargaining, and rights of public employees.

PADM 6843 Management and Leadership Behavior 3 Credits
An in-depth focus on skills, knowledge, and abilities of the manager or leader in the public organization. Emphasis is on written, oral, and listening communication skills, conflict resolution, and management of organizational resources.
Prerequisite: PADM 6830 or permission of the instructor

PADM 6860 African-American Administrators in Urban Bureaucracy and Public Policy 3 Credits
An exploratory course that looks at the contributions and issues facing African-American public administrators in historical and contemporary contexts. Special emphasis is on administrative behavior and style, value orientations, and role expectations, conflicts, and demands.

PADM 6861 Public Program Evaluation 3 Credits
An examination of theory and methods of public program evaluation and the politics of program evaluation. Focus is on acquisition of skills in conducting program evaluation, including research design, selecting social indicators, conducting the study, and report writing.
These listings give the names of those persons who have been approved for membership in the Graduate Faculty at the time the Catalog went to press. After the faculty member's name in each entry the Graduate faculty status is listed.

### College of Business Administration

<table>
<thead>
<tr>
<th>Name</th>
<th>Graduate Faculty Status</th>
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<tbody>
<tr>
<td>Dr. Mostafa Sarhan</td>
<td>Full Graduate Faculty</td>
</tr>
<tr>
<td>Dr. Emily Crawford</td>
<td>Full Graduate Faculty</td>
</tr>
<tr>
<td>Dr. Ulysses Brown</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. Hai Choi</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. William A. Dowling</td>
<td>Full Graduate Faculty</td>
</tr>
<tr>
<td>Dr. Memonu Lulu</td>
<td>Full Graduate Faculty</td>
</tr>
<tr>
<td>Dr. Arav S. Quandlous</td>
<td>Full Graduate Faculty</td>
</tr>
<tr>
<td>Dr. Yousef Jahmani</td>
<td>Full Graduate Faculty</td>
</tr>
<tr>
<td>Dr. Yonpae Park</td>
<td>Associate Graduate Faculty</td>
</tr>
<tr>
<td>Dr. F. Ruth Smith</td>
<td>Associate Graduate Faculty</td>
</tr>
<tr>
<td>Dr. Paul Torres</td>
<td>Associate Graduate Faculty</td>
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<tr>
<td>Dr. John Chong</td>
<td>Associate Graduate Faculty</td>
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### College of Liberal Arts and Social Sciences

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<tr>
<th>Name</th>
<th>Graduate Faculty Status</th>
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<tbody>
<tr>
<td>Dr. Jane Gates</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. Behrooz Kalantari</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. Nailah Brock</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. Shirley Geiger</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. Bernita Berry</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. Irma Gibson</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. Shinaz Jindani</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. James Williams</td>
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<tr>
<td>Dr. Jerry Silverman</td>
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<tr>
<td>Dr. Bernard Bongang</td>
<td>Associate Graduate Faculty</td>
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<tr>
<td>Dr. Willie Johnson</td>
<td>Associate Graduate Faculty</td>
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<tr>
<td>Dr. Deden Rukmana</td>
<td>Associate Graduate Faculty</td>
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<tr>
<td>Dr. Ronenia Deloach</td>
<td>Associate Graduate Faculty</td>
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### College of Science and Technology

<table>
<thead>
<tr>
<th>Name</th>
<th>Graduate Faculty Status</th>
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<tbody>
<tr>
<td>Dr. Chellu Chetty</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. Harpel Singh</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. Carla Curran</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. Carol Pride</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. Dionne Hoskins</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. Kenneth Sajwan</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. Matthew Gilligan</td>
<td>Full Graduate Faculty</td>
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<tr>
<td>Dr. Tara Cox</td>
<td>Associate Graduate Faculty</td>
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<tr>
<td>Dr. Kuppuswamy Jayaraman</td>
<td>Associate Graduate Faculty</td>
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</table>
# Departmental Admission Requirements

<table>
<thead>
<tr>
<th>Degree Offered</th>
<th>Required Exams</th>
<th>GPA</th>
<th>Recommendation</th>
<th>Essay</th>
<th>Transfer Credit</th>
<th>Deadline</th>
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<tbody>
<tr>
<td>All graduate programs</td>
<td>All exams must have been taken within the last 5 years.</td>
<td>This grade point average is on a 4.0 scale</td>
<td>See Recommendation Form provided with this application.</td>
<td>Describe your goals, personal as well as academic, your professional objectives, your preparation for graduate study, how the chosen program will help you achieve these objectives, and reasons for pursuing the degree at SSU (500-1000 words).</td>
<td>Transfer credit may be granted to applicants who have earned a &quot;B&quot; or better in each course within the past 5 years. The transferred course must be equivalent to the course offered at SSU. The course name and number, credit hour, grade and catalogue description must be provided along with an official transcript.</td>
<td>Application deadlines for specific programs are listed below.</td>
</tr>
<tr>
<td>Master of Business Administration</td>
<td>GRE, GMAT</td>
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<td>3</td>
<td>See above requirements</td>
<td>A maximum of 6 credit hours may be transferred, if approved by the COBA Graduate Committee</td>
<td>Fall May 15-International Applicants &amp; Graduate Assistantships</td>
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<td>July 1-Regular Admissions</td>
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<td>Spring October 1-International Applicants &amp; Graduate Assistantships</td>
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<td>November 17-Regular Admissions</td>
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<td>Master of Public Administration</td>
<td>One of the following: GRE, GMAT, MAT, LSAT</td>
<td>2.5</td>
<td>3</td>
<td>See above requirements</td>
<td>A maximum of 9 credit hours earned at a regionally accredited institution are transferable.</td>
<td>Fall May 15-International Applicants &amp; Graduate Assistantships</td>
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<td>November 17-Regular Admissions</td>
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<td>Program</td>
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<td>Requirement 2</td>
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<tr>
<td>Master of Science in Marine Science</td>
<td>GRE</td>
<td>3.0 (target)</td>
<td>3 Use Recommendation Form provided with this application &amp; provide a letter of support.</td>
<td>See above requirements</td>
<td></td>
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</tr>
<tr>
<td>Master of Science in Urban Studies and Planning</td>
<td>One of the following: GRE, GMAT, MAT, LSAT</td>
<td>2.6</td>
<td>3</td>
<td>See above requirements</td>
<td></td>
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</tr>
<tr>
<td>Master of Social Work MSW Advanced Standing (Applicant must have received a BSW degree from a CSWE accredited program within the last 5 years.)</td>
<td>GRE</td>
<td>2.8</td>
<td>3</td>
<td>See above requirements</td>
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