

GRADUATE EDUCATION – MASTER'S

STATEMENT OF PURPOSE

A graduate student should develop intellectual autonomy within a chosen field and demonstrate the ability to analyze, synthesize, and evaluate relevant knowledge in that field. The graduate student, furthermore, assumes some responsibility for increasing knowledge within the chosen field.

Graduate education assumes the acquisition of specific content knowledge, including recognition of the significant terminology, facts, theories, issues, findings, and generalizations within the field of study. Graduate study also encompasses comprehension of the intellectual history, methods of inquiry, and standards of judgment used in a given field. Students should also grasp the ethical meanings of research in a discipline or a profession. A student receiving a master's degree will be able to –

1. Analyze in a logical manner ideas in a field of study by breaking down material into constituent parts, organizing ideas and relationships between ideas, expressing these relationships, recognizing un-

stated assumptions, distinguishing facts from hypotheses, and distinguishing statements of cause from statements of effect;

2. Synthesize diverse ideas to form an integrated whole relevant to a field of study by arranging and combining elements and parts into patterns or structures. The parts to be integrated may, to the extent necessary, come from a variety of disciplines;

3. Make judgments about the value of relevant material, including the appropriateness and adequacy of any qualitative and quantitative methods used in its compilation, by employing a standard of internal or external appraisal. In evaluating the accuracy of a communication, a student will use an integration of theories, works of recognized excellence, facts and generalizations germane to a field; and


4. Convey ideas, feelings, and experiences through scholarly writing and discussion with others. The student will be able to develop a proposal or plan of work that includes ways of testing hypotheses, analyzing the factors involved, modifying the hypotheses

based on new factors or considerations, and then making generalizations based on findings. The student will then have the ability to communicate both this process and subsequent findings to others.

GRADUATE ADMISSION – MASTER'S

You are eligible to apply for admission to master's-level study at the University of Illinois at Springfield once you have earned a bachelor's degree from a regionally accredited college or university. You may be granted full admission to master's studies if you earned a baccalaureate degree with a minimum undergraduate grade-point average of 2.50 on a 4.00 scale. You must also have met all entrance requirements specific to the UIS program of your choice. For example, some programs require higher grade-point averages and/or prerequisites. Refer to the individual program sections of this catalog for information on specific program requirements.

You could be granted conditional admission by a



program when your GPA is less than required. When this happens, you must complete a certain number of semester hours at UIS (exclusive of prerequisites) with a grade-point average of no less than 3.00. If you are granted conditional admission, the program will specify the courses you must complete.

As part of the admission process, you must submit all college/university transcripts, including verification of your bachelor's degree as well as transcripts of all graduate work you took beyond your bachelor's degree. For further information, see registration procedures, pages 47-50.

To receive maximum consideration for graduate admission, your application should arrive at least three months before the beginning of the term in which you plan to begin course work. Some academic programs have earlier deadlines for applications. Refer to individual sections in this catalog for specific program requirements.

Write to the Office of Admissions and Records, University of Illinois at Springfield, One University Plaza, MS SAB 20, Springfield, Illinois 62703-5407 to request an application form, or download one from the website at www.uis.edu. Call (217) 206-4847 or toll free (888) 977-4847.

ADMISSION TO A SPECIFIC MASTER'S PROGRAM

Admission to graduate study is granted by the academic program. Each program has established admission requirements that comply with campus policy. These requirements are outlined in the program statements in this catalog and may exceed the general minimum requirements for admission. To apply for admission to a specific degree program, indicate your intended major on the UIS application form and include any specific materials required for admission to that program. The application will be processed by both the degree program and UIS. Notice of acceptance or non-acceptance by the program will be forwarded to you. Scores from the Graduate Record Exam (GRE) or the Graduate Management Admission Test (GMAT) are required by some graduate programs.

ADMISSION FOR INTERNATIONAL GRADUATE STUDENTS

The campus seeks to maintain a cosmopolitan atmosphere consistent with its focus on literacy, public affairs, problem solving, and lifelong learning. To that end, the University of Illinois at Springfield admits international students whose academic preparation and

educational and personal goals indicate they will be successful in completing a graduate curriculum.

To apply for graduate admission as an international student, you must have completed the equivalent of a bachelor's degree earned in the United States. A bachelor's degree earned abroad may not be equivalent to a bachelor's degree earned in the United States.

Full admission to graduate study requires a minimum undergraduate grade-point average equivalent to a U.S. GPA of 2.50 on a 4.00 scale. You must also have met all entrance requirements specific to the UIS graduate degree program of your choice. Refer to the individual program sections of this catalog to determine if your intended program has special requirements for admission. An I-20 AB or DS 2019 (formerly called IAP 66) certificate of eligibility cannot be issued until you have been accepted by a degree program and all required documents have been received.

For maximum consideration, you should plan to have your application to UIS by the following dates: June 1 for fall semester, November 1 for spring semester, and April 1 for summer session.

For further information, contact the Office of Admissions and Records.

ENGLISH LANGUAGE PROFICIENCY

Applicants whose native language is not English must submit official international TOEFL scores. A score of not less than 550 (paper based) or 213 (computer based) will fulfill the English proficiency requirement for admission to master's-level study at UIS. If you hold a U.S. bachelor's degree with a GPA of 2.50 on a 4.00 scale or higher, you are not required to submit TOEFL scores. *Note:* Some programs require a GPA of 3.00 to waive TOEFL. See individual program statements for any additional proficiency requirements.

If your native language is not English, you will also be required to take an English proficiency test on campus the week before registration. This requirement applies to all students – U.S. citizens, resident aliens, and nonresident aliens alike. Test results do not affect your admission to UIS, but will be used to determine your need for an English as a Second Language (ESL) class. If you fail to meet UIS' English language requirement, you may enroll at an ESL Language Center. Proficiency certification by ESL meets this requirement.

GRADUATE NON-DEGREE ADMISSION

If you have a bachelor's degree, you may enroll for courses at UIS as a non-degree seeking graduate stu-

dent. You will be asked to define your educational goals before exceeding 12 semester hours. If you then choose to become a degree candidate, you must complete regular admissions procedures, including acceptance into your chosen degree program.

When formal admission is granted, the course work you completed as a non-degree seeking student is evaluated by your intended academic program and may or may not apply toward that program's graduation requirements. UIS accepts a maximum of 12 semester hours of such credit toward a graduate degree. A non-degree declaration form must be on file for you to continue enrollment as a non-degree student beyond 12 hours.

Non-degree students typically are not eligible for financial assistance.

For more information, see page 34.

ACADEMIC ADVISING

Following admission to UIS, each fully admitted student is assigned a faculty adviser from the appropriate academic program. Faculty advisers work with you to ensure satisfactory progress toward graduation and toward your personal and career goals. You may change advisers at any time by completing a Request for Change of Graduate Degree Program and/or Aca-

ademic Adviser.

Recognizing the maturity of graduate students, UIS entrusts you with substantial initiative in the academic advising process. You should arrange an appointment with your adviser before each registration, particularly your first, and you should maintain contact with him or her throughout your academic studies. It is especially important for you to meet with your faculty adviser before your final term of study to ensure that all graduation requirements will be met.

MASTER'S DEGREE GENERAL INFORMATION

MASTER'S DEGREE PROGRAMS AND AREAS OF STUDY

The University of Illinois at Springfield offers 18 master's degree programs. These range from traditional disciplines such as history and biology to more career-oriented concentrations such as human development counseling and business administration, or interdisciplinary programs such as environmental studies or communication. In addition, UIS offers an alternative called the individual option program.