

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 and business administration, or interdisciplinary programs such as environmental studies or communication. In addition, UIS offers an alternative called the individual option program.



Degree Programs

The University of Illinois at Springfield awards the following master's degrees:

Accountancy (M.A.)	Environmental Studies (M.A.)	Management Information Systems (M.S.)
Biology (M.S.)	History (M.A.)	Political Studies (M.A.)
Business Administration (M.B.A.)	Human Development	Public Administration (M.P.A.)
Communication (M.A.)	Counseling (M.A.)	Public Affairs Reporting (M.A.)
Computer Science (M.S.)	Human Services (M.A.)	Public Health (M.P.H.)
Educational Leadership (M.A.)	Individual Option (M.A.)	
English (M.A.)	Legal Studies (M.A.)	

Individual Option Program is aimed at students who want to combine areas of study rather than pursue a traditional discipline or those who want to focus on an area of study not covered in established programs at UIS, but for which faculty competencies and other resources are available.

Generally, individual option master's degrees are based on broad topics or problems that reflect particular student needs and interests. Students work with an advising committee of faculty and peers in preparing personal degree programs.

If you wish to pursue a master's degree in areas such as African-American studies, women's studies, energy studies, or international studies, you will find the individual option program well suited to your needs.

Graduate Certificate and Professional Development Sequences A graduate certificate is a sequence of courses that constitutes less than a full graduate degree and provides specialized knowledge and skills for the professional. UIS currently offers certificates in public sector labor relations, environmental risk assessment, management of nonprofit organizations, educational leadership advanced certificate, career specialist studies, and alcohol and substance abuse. A related curricular option if you are seeking to enhance your professional skills at the graduate level is the professional development sequence in gerontology.

To be admitted to certificate and professional sequence study, you must have a bachelor's degree (in

any major) and complete an application. It is also possible to pursue a certificate as a post-master's option. Admission, advising, and certification of completion are provided by the faculty members who supervise the certificates.

Course prerequisites may be waived if you can present evidence of advanced career experience. The waiver review process requires the approval of both the supervisor of the certificate program and the dean of the college offering the certificate or graduate development sequence. Proficiency examination, transfer, and credit for prior learning experience may not be permitted because of the limited number of courses required and the need for the content of the courses to logically integrate. See the appropriate program sections for detailed information.

COURSE NUMBERING SYSTEM

Refer to page 39.

GENERAL REQUIREMENTS: MASTER'S DEGREE

To earn a master's degree from the University of Illinois at Springfield, you must fulfill the following requirements: