



**The Kinesiology Bulletin**  
*Revised as of September 2008*

Statement of Program Requirements

The Bulletin contains academic program requirements, rules and regulations of Kinesiology. It is updated yearly on August 1<sup>st</sup>. Please also consult our web site at [www.kines.umich.edu](http://www.kines.umich.edu) for more expansive and detailed information.

The September 2008 Bulletin sets forth the degree requirements for students first enrolled in the 2008-2009 academic year. Students, please note that you have the following options:

- You may comply with the degree requirements detailed in the Bulletin that is published the first semester of your academic year; or,
- You may choose to comply with the degree requirements that are published at the time of your graduation.

**An Important Note to All Students:** You are responsible for understanding and meeting the degree requirements. If you have questions, please make an appointment with an academic advisor in the Kinesiology Office of Student Services or your assigned faculty advisor. All students in Kinesiology have assigned faculty advisors.

**Readmitted Students:** If you are seeking readmission to a Kinesiology program, you must verify your status and the requirements for your degree with the Office of Student Services (OSS). You should make an appointment with an Office of Student Services advisor as soon as possible at 734-764-4472. Readmitted students should apply at least four weeks prior to the term for readmission.

Bulletins from previous years are stored at the Bentley Historical Library. For more information refer to [www.umich.edu/~bhl/](http://www.umich.edu/~bhl/).

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## Introduction

Our students study a wide variety of biological and social science concepts as they apply the causes and consequences of human movement. The study of movement might involve the study of biochemistry, psychology, neurophysiology, sociology, dynamic systems of movement, business and marketing concepts, the mechanics of motion, the pedagogy of physical education, health and wellness, injury prevention and rehabilitation.

## The Academic Majors

Kinesiology students complete a minimum of 120 credit hours of a specialized curriculum in Kinesiology and liberal arts. Students receiving teacher certification complete 130 credit hours. Students who do not declare an intended academic plan/major upon admission are encouraged to do so as soon as possible because three of the four majors require second level applications. Kinesiology's four majors are: Athletic Training, Movement Science, Physical Education, and Sport Management.

**Athletic Training Major**, leading to a Kinesiology Bachelor of Science (B.S.) degree, includes courses in clinical evaluation, rehabilitation, and prevention and care of athletic injuries. Students take anatomy and physiology, therapeutic modalities, and various courses related to health, nutrition, exercise, and rehabilitation. A comprehensive clinical experience, requiring a minimum 1,500 hours, rounds out the academic program. This meets the requirements for taking the National Athletic Trainers Association (NATA) exam after graduation. Admission to Athletic Training is selective. Students begin the admissions process in the second term of their first year by electing AT 260.

**Movement Science Major**, leading to a Kinesiology Bachelor of Science (B.S.) degree, focuses on the body mechanisms that regulate movement from a physiological, biomechanical, and motor control perspective. The curriculum combines courses in anatomy, mathematics, physics, exercise physiology, biomechanics, motor learning, development and psychology. Students also complete general electives in humanities, natural science, and social science. The Movement Science specialization is an ideal preparation for careers in all aspects of medical science including, cardiac rehabilitation, corporate wellness programs and biomedical research. Movement Science also provides a solid foundation for the Master's Degree in Kinesiology or other graduate programs, including occupational therapy, physical therapy, medical school, and physician's assistant.

**Physical Education** major, leading to a Kinesiology Bachelor of Science (B.S.) degree with K-12 teacher certification, will prepare students for positions in teaching and coaching. The curriculum includes biomechanics, motor learning, applied human anatomy, physiology, teaching methods, and skill courses. Students complete courses in natural science, social science, and humanities, along with the School of Education's required courses such as Educational Psychology and Education in a Multicultural Society. The program culminates in a directed teaching experience.

**Sport Management major**, leading to a Bachelor of Arts (B.A.) degree, includes courses in sport administration, sport business, sport and the media, legal aspects of sport administration, along with general electives in humanities, natural science, and social science. It may lead to a career in sport marketing, sport broadcasting, or recreation program management. The Sport Management undergraduate program provides a foundation for graduate studies in Sport Management, business or law school.

## The Faculty

Kinesiology employs approximately 25 full-time and 30 part-time faculty members, many of whom are nationally known leaders in their field. Kinesiology students are assigned a faculty advisor in their concentration, but are also encouraged to get acquainted with faculty who share their professional interests. Faculty teaching and research interests include:

- Biomechanics
- Motor control
- Youth fitness
- Athletic training
- Sport psychology
- Worksite wellness
- HIV/AIDS education
- Prevention of heart disease
- Exercise, nutrition, and weight control
- Exercise motivation and adherence
- Motor development in infants
- Limb movement and postural control
- Physical education teaching methods
- Legal aspects of sports administration
- Societal issues related to race, culture, and sports
- Neuroendocrine control of exercise and growth

Many faculty members are involved in collaborative research projects with colleagues in the Medical School, the Business School, the College of Engineering, the School of Nursing, the Institute of Gerontology, the School of Public Health, the School of Education, and the College of Literature, Science and the Arts. They are active in a wide range of state, national, and international professional organizations.

## Research Laboratories

Many Kinesiology faculty members direct laboratories that offer undergraduate and graduate students an opportunity to gain research experience:

**The Exercise Endocrinology Laboratory**, directed by Dr. Borer, offers laboratory and clinical experiences to students interested in the interactions of exercise and nutrition on the effects of exercise on energy regulation and hormone secretion in humans.

Dr. Horowitz directs the **Substrate Metabolism Laboratory**. His research focuses on factors regulating the metabolism of fat, carbohydrate, and protein and how alterations in metabolism impact chronic diseases such as diabetes, cardiovascular disease, and other obesity related metabolic complications.

Directed by Dr. Brown, the **Motor Control Laboratory** focuses on sensorimotor control of upper limb movements across the life span and in a variety of movement disorder conditions.

The mission of the **Health Management Research Center**, directed by Dr. D.W. Edington, is to study life-style behaviors and how they influence one's health, quality of life, vitality, and health care utilization throughout a lifetime.

The **Center for Motor Behavior in Pediatric Disabilities** directed by Dr. Dale Ulrich, with Dr. Angulo Barroso, Director of Research, and Dr. Beverly Ulrich, Researcher, describes complexity as the dynamic interactions of biological and psychological factors that contribute to the overall quality of the individual's motor behavior. As the Center learns more about the relevant factors that may alter behavior, this information is used to design and test interventions to improve the quality of functioning in people with Down syndrome.

**The Media Research Lab**, directed by Dr. Watkins, provides students with opportunities to study decision-making processes in sport and media industries. Students may also learn theory and practice of video editing and post-production.

Dr. Chen's **Curriculum Instruction** lab focuses on investigating implementation of the NASPE content standards at elementary and secondary levels, constructivist, and interdisciplinary teaching approaches facilitate students achieving desired learning outcomes, and preparation of pre-service teachers for meeting the beginning physical education teacher standards

Research in the **Movement Dynamics Laboratory**, directed by Dr. Gross, focuses on the biomechanics of expressive movement and functional ability in mid-life women.

The **Human Neuromechanics Laboratory**, directed by Dr. Ferris, focuses on how the nervous and musculoskeletal systems interact to produce coordinated movement. Most research projects in the lab examine the biomechanics and control of locomotion, from both basic science and applied rehabilitation perspectives.

The **Muscle Biology Laboratory**, directed by Dr. Cartee, focuses on the influence of exercise and diet on skeletal muscle, especially as related to glucose metabolism and insulin signaling and action.

The **Neuromotor Behavior Laboratory**, directed by Dr. Seidler, studies how motor performance becomes more efficient and skilled as a result of practice. Functional brain



imaging is utilized to examine the neural networks contributing to motor performance both in the early and late stages of learning.

The **Neuromuscular Research Laboratory**, directed by Dr. Palmieri, focuses on the neuromuscular consequences of joint injury. Most research projects conducted in the lab examine how knee and ankle injury influence muscle activation, neuromuscular control, and lower extremity mechanics.

Students are encouraged to contact individual faculty members and explore opportunities for research collaboration and independent study.

## Special Departments within Kinesiology



U-Move Fitness offers over 150 classes in such diverse areas as Tae Kwon Do, Aerobics, Circuit Training, Yoga, Golf, Tennis, Pilates, and Aquatics to over 5,000 students, faculty, staff, and members of the community. Contact 734-764-1342, [u-move@umich.edu](mailto:u-move@umich.edu), or [www.umove.kines.umich.edu](http://www.umove.kines.umich.edu) for more information.



KidSport AM teaches sports, games, swimming, safety and other activities to 4-15 year olds. KidSport PM is a sports-specific camp teaching 8-15 year olds how to play golf, tennis, basketball and roller hockey. Contact 734-764-1342, [kidsport@umich.edu](mailto:kidsport@umich.edu), or [www.umove.kines.umich.edu/kidsport](http://www.umove.kines.umich.edu/kidsport) for more information.

### *U-Meet the Athlete*

U-Meet the Athlete is a program designed to introduce children ages 5-12 to the benefits of sport through participation in sport mini-clinics taught by the University of Michigan student athletes. The program is designed to stress the importance of staying in school and staying healthy as well as teaching the fundamentals of a sport. Upcoming sessions are scheduled to feature Men's & Women's Gymnastics, Baseball, Men's and Women's Tennis, Wrestling, Softball, Field Hockey, Men's and Women's Soccer, Volleyball, Football, Men's and Women's Basketball, Hockey and Men's & Women's Golf. Contact 734-764-1342 for more information.

## The Office of Student Services (OSS)

The Office of Student Services (OSS) offers students a full range of services including admissions assistance, orientation, course selection, advising, and counseling around academic issues. Advisors also provide information, assistance, and referrals with nonacademic matters such as residency requirements, housing, and financial aid. OSS has primary responsibility for orientation, advising first year and undecided students, day-to-

day academic issues of students, student life, and acts as a liaison for information about University policies and procedures.

OSS is a student resource for career development, internships, study abroad and academic success.

The Kinesiology Career Resource Center provides information, referrals, and resume services for jobs and internships offered by schools, hospitals, corporations and other organizations. An intern may earn credit, stipend, salary, or all of these depending upon arrangements with the employer and the Office of Student Services.

The Office of Student Services is located on the first floor of Kinesiology's Observatory Lodge at 1402 Washington Heights, Ann Arbor, MI 48109-2208. Advisors are available by appointment or quick questions.

## Center for Global Opportunities in Kinesiology

In the Division of Kinesiology we strongly encourage students to gain international experience during the course of their studies. We are particularly committed to creating opportunities for students that link to their majors, providing them with exciting ways to discover new perspectives on their fields of study and career options, and have recently launched semester-long exchange programs with several universities. We have a full-time staff person, Sandy Wiley, who facilitates international opportunities for undergraduates. If you are thinking about going abroad, it is never too early to make preliminary plans. Email Sandy at [swiley@umich.edu](mailto:swiley@umich.edu), stop by her office in Observatory Lodge Room 2110, or call her at 734/763-3585.

In addition to the [GoGlobal!](#) section of the Kinesiology web site further information can be found in the detailed [Go Global Resource List](#). The resource list provides links to searchable sites where you can sort by academic term and location to find the study abroad, internship, research or service opportunity that's right for you. Articles related to global opportunities and an email archive of GoGlobal announcements are available at the [CTools GoGlobal](#) site, accessible to anyone with a University of Michigan email account. Some programs are available to freshmen with application deadlines as early as October. Apply for or renew your passport and start planning your international adventure!

## Development, Communications and Alumni Relations

Through its Annual Giving and Major Gifts programs, Kinesiology raises money for initiatives such as student scholarship and award support, research projects and capital improvements to Kinesiology's physical spaces. The Office of Development also

publishes *Movement* magazine twice a year with information about Kinesiology's faculty, students and alumni.

The Kinesiology Alumni Society (KAS) was chartered in 1992 to support Kinesiology in its fund-raising efforts, to serve as a network for graduates, and to promote the professional and educational advancement of the field. All graduates of Kinesiology (or, prior to 1984, Physical Education Department) are Kinesiology Alumni Society members. There are no dues. The KAS board is comprised of 18 Kinesiology alumni from across the country, representing all four Kinesiology degree programs. The Board hosts the annual Homecoming Reunion in the fall, various regional events and presents the annual Kinesiology Alumni Achievement Awards.

For more information about Kinesiology's development and alumni relations activities call 734-647-2689 or visit the alumni and giving pages on the Kinesiology website: [www.kines.umich.edu](http://www.kines.umich.edu)

## Kinesiology Awards

The following Kinesiology awards, listed chronologically by year of establishment, are named in honor of notable former faculty and Kinesiology graduates. Recipients are chosen by the Kinesiology Awards Committee and recognized at the Honors Reception in March and Spring Commencement. In addition, students select a Kinesiology faculty member to receive the Students' Choice for Teaching award.

The **Paul A. Hunsicker Memorial Award** honors the memory of Professor Paul Hunsicker, Chair of the Department of Physical Education for Men, 1958-70 and Director of the Department of Physical Education, 1970-76. The award recognizes one graduate and one undergraduate student who have demonstrated superior scholarship and professional zeal and promise.

Lucile M. Swift, BS '39, created the **Lucile M. Swift Honor Award** to financially assist one senior and one graduate student in Kinesiology who demonstrates professional promise, superior scholarship, as well as financial need.

The **Stephen J. Galetti Award** honors the first Chair of Kinesiology's Department of Sport Management who retired in 1988. It is presented to a first- or second-year student who shows exceptional industriousness and potential.

The **Phyllis Ocker Scholarship** is named for Assistant Professor Phyllis Ocker, Associate Director of Athletics for Women, 1978-90. It is presented to a female varsity athlete in Sport Management or Physical Education who has distinguished herself in academics and athletics.

Friends of the late Stanley S. Kemp, BS '67, football official and business and civic leader established the **Stan Kemp Scholarship** in 1994. It is designated for juniors, seniors, and graduate students who display Mr. Kemp's high character, leadership,

scholarship, integrity and idealism, as well as financial need. Five scholarships are presented each year.

The **Phebe Martha Scott Achievement Award** was established in 1996 by Virginia Crafts in honor of her friend and colleague, Phebe Martha Scott, a 1944 Physical Education graduate. This award recognizes an outstanding student who is outgoing, friendly and helpful, involved in campus and sports activities, and beginning her senior year in Physical Education or a related field.

The **Bernard Patrick Maloy Award for Excellence in Writing** was first awarded in 2003. This award honors the memory of Professor "Pat" Maloy, a scholar and dedicated teacher who inspired his students to take an interest in real-world issues of sport and public policy, and particularly encouraged them to express their thoughts through clear and concise writing. The cash award is expressly for undergraduate majors in the Department of Sport Management.

The **Rachael G. Townsend Scholarship** honors a student majoring in Physical Education who demonstrates a strong commitment to and involvement in physical education and/or athletics. The recipient must exemplify enthusiasm and a passion for furthering a higher quality of physical education through leadership, citizenship, and service to the community. The recipient's dedication to physical education should inspire others.

## Kinesiology Faculty

**Rosa M. Angulo Barroso**, B.S., University of Barcelona; M.S., Ph.D., Indiana University. Associate Professor, Movement Science; Assistant Research Scientist, Center for Human Growth and Development

**Katherine M. Babiak**, B.A., B.P.H.E., Queen's University; M.A., University of Ottawa; Ph.D., University of British Columbia. Assistant Professor, Sport Management.

**Jay Basten**, B.A. Ed., M.S., Ph.D., University of Michigan. Lecturer, Sport Management.

Peter F. Bodary, B.S. Grand Valley State University, M.S. University of Toledo, Ph.D. University of South Carolina. Assistant Professor, Movement Science.

**Katarina T. Borer**, B.A., Ph.D., University of Pennsylvania. Professor, Movement Science.

**Susan H. Brown**, B. S., Acadia University; M.S., Ph.D., University of Western Ontario. Associate Professor, Movement Science; Arthur F. Thurnau Professor.

**Gregory D. Cartee**, B.A., University of Georgia, Athens; M.S., Florida State University, Tallahassee; Ph.D., University of Texas at Austin. Professor, Movement Science.

**Weiyun Chen**, B.S., M.S., Beijing University of Physical Education; Ph.D., University of Alabama, Tuscaloosa. Associate Professor, Physical Education-Pedagogy

**Brian Czajka**, B.S., University of Toledo; M.S., Illinois State University. Professor of Practice, Athletic Training; Director, Athletic Training Education Program

**Tony Drew** B.S. University of Michigan; M.S., Ph.D. University of Oregon. Assistant Professor, Movement Science.

**Dee W. Edington**, B.S., Michigan State University; M.S., Florida State University; Ph.D., Michigan State University. Professor, Movement Science; Research Scientist, School of Public Health; Director, Health Management Research Center.

**Dan Ferris**, B.S. University of Central Florida; M.S., University of Miami; Ph.D., University of California, Berkeley. Assistant Professor, Movement Science; Associate Professor, Biomedical Engineering; Chair of the Graduate Committee.

Rodney Fort, B.S., Utah State University, M.S., Montana State University, Ph.D., California Institute of Technology. Professor, Sport Management.

**Thomas R. George**, B.A., Northeastern State University; M.S., Miami University; Ph.D., Michigan State University. Clinical Assistant Professor, Sport Management.

**Melissa Gross**, B.A., University of Colorado; M.S., Ph.D., University of California, Los Angeles. Associate Professor, Movement Science; Assistant Research Scientist, Institute of Gerontology; Associate Dean for Research.

**Jeff Horowitz**, B.S., University of Iowa; M.A., Ph.D., University of Texas at Austin. Associate Professor, Movement Science.

**Victor L. Katch**, B.A., California State University, Northridge; M.A., Ed.D. University of California-Berkeley. Professor, Movement Science.

**Scott McLean** B.S., Ph.D. University of Queensland; Assistant Professor, Athletic Training and Movement Science.

**David Moore**, B.A., University of the West Indies; M.B.A., Middle Tennessee State University; Ph.D., Indiana University, Bloomington. Associate Professor, Sport Management.

**Mark Palmer**, B.S.E. Princeton University; M.S., M.S.E., Ph.D., M.D. University of Michigan, Assistant Professor, Movement Science; Assistant Professor, Department of Biomedical Engineering.

**Riann Palmieri-Smith**, B.S., California University of Pennsylvania; M.S., Indiana State University; Ph.D., University of Virginia. Assistant Professor,

**Rachael D. Seidler**, B.S., University of Oregon, M.S., Ph.D., Arizona State University. Assistant Professor, Movement Science.

**Beverly D. Ulrich**, B.S., East Stroudsburg University; M.Ed., West Chester University; Ph.D., Michigan State University. Professor, Movement Science, and Dean of Kinesiology; Research Scientist, Center for Human Growth and Development.

**Dale A. Ulrich**, B.S., M.S., West Chester University of Pennsylvania; Ph.D., Michigan State University. Professor, Movement Science and Physical Education.

**Patricia Van Volkinburg**, B.S., Western Michigan University; M.S., University of Michigan. Clinical Assistant Professor, Physical Education; Academic Program Coordinator; Lecturer, School of Education.

**Bruce A. Watkins**, B.A., St. Cloud State University; M.A., Ph.D., University of Kansas. Associate Professor, Sport Management.

**Jason A. Winfree**, B.S., M.S., Ph.D., Washington State University. Assistant Professor, Sport Management

**Kerry E. B. Winkelseth**, B.S., M.S., University of Michigan. Instructor, Physical Education; Director, KidSport, U Move Fitness and U-Meet the Athlete.

## Emeritus Faculty

**Joan E. Farrell**, B.A., Lawrence University; M.S., Wellesley College; Ph.D., University of Michigan. Associate Professor Emerita of Kinesiology.

**Rodney J. Grambeau**, B.S., Eastern Michigan University, M.A., Ed.D. University of Michigan. Professor Emeritus of Sport Management and Communication.

**Joyce I. Lindeman**, B.S., Eastern Michigan University; M.A., University of Michigan. Associate Professor Emerita of Physical Education.

**Newton C. Loken**, B.S., University of Minnesota, M.A., Ed.D. University of Michigan. Professor Emeritus of Kinesiology.

**Phyllis M. Ocker**, B.S., University of Washington; M.S., Smith College. Assistant Professor Emerita of Sport Management and Communication.

**Guy G. Reiff**, B.S., University of Southern California; M.A., Colorado State University; Ph.D., University of Michigan. Professor Emeritus of Movement Science.

**Kenneth G. Simmons**, B.S., Michigan State University; M.S., University of Michigan. Assistant Professor Emeritus of Physical Education

**Phyllis S. Weikart**, B.S., Beaver College; M.S., University of Michigan. Associate Professor Emerita of Physical Education.

## Undergraduate Studies

### Choosing a Major

All undergraduate students in Kinesiology select one of four majors: Athletic Training, Movement Science, Physical Education, or Sport Management. Many students declare an interest in a major at the time of application and/or enrollment. Students are encouraged to discuss their academic goals and options with their OSS (Office of Student Services) advisor during their first semester on campus. Students may declare a major in Movement Science as early as orientation. Declaration in Sport Management, Athletic Training, and Physical Education occurs when a student is admitted to the second-level of these respective programs.

### Academic Advising

Academic advising is viewed as an integral part of the educational process. All undergraduate Kinesiology students are assigned advisors in the Office of Student Services (OSS) during new student orientation. Once the major is declared, students will receive faculty advisor assignments in their major. Although students are responsible for knowing and meeting requirements which appear in this Bulletin, you are strongly encouraged to consult with your faculty advisors and/or your OSS advisor each term to plan an individualized curriculum and monitor progress toward a degree. Beyond the approval of course elections, the relationship between advisor and student can be a valuable aspect of the educational experience. Faculty advisor assignments can be viewed on our website at [www.kines.umich.edu/advising/advassigns.pdg](http://www.kines.umich.edu/advising/advassigns.pdg).

### Distribution Requirement

Students in Kinesiology must complete minimum hours in courses designated as Humanities (HU), Natural Science (NS), and Social Science (SS). Most of these courses will be taken in the University's College of Literature, Science, and the Arts, known as LSA. Students may consult either the LSA Bulletin or the University Course Guide (published on-line) for general distribution information. OSS advisors can answer distribution questions regarding the courses used fulfill distribution requirements. Petitions should be submitted to the Director of Student Services using the Program Petition Form.

Courses with the designation **Excl**, **N. Excl**, and **Introductory Composition** may not be used to fulfill the distribution requirement unless an exception is noted below. Acceptable non-LSA courses offered in other schools and colleges are noted on the next page.

Please note: Kinesiology's distribution requirements vary slightly from the distribution requirements of the College of Literature, Science, and the Arts (LSA).

## Academic Departments for Distribution Requirements

**Humanities** include courses designated in the College of Literature Science & Arts Bulletin as **HU** or Language Requirement (**LR**) from: Afro-American and African Studies; American Culture; Anthropology (Cultural,) Asian Languages and Cultures; Classical Studies; Comparative Literature; Communication Studies; English Language and Literature\*; Environmental Studies; Far Eastern Languages and Literatures; Film and Video Studies; Germanic Languages and Literatures; Great Books; Judaic Studies History; History of Art; College Honors; Linguistics; Medieval and Renaissance Collegiums (MARC); Near Eastern Studies; Philosophy; Religion; Residential College; Romance Languages and Literatures; Russian and East European Studies (REES); Slavic Languages and Literatures; Theatre and Drama, University Courses; Women's Studies. Courses in the School of Art and in the School of Music also fulfill the Humanities Distribution.

**\*Note:** All English composition courses designated as **Excl** or **HU** may be counted, but courses designated as Introductory Composition, (ENGLISH 124, 125, LHS 125, RC Core 100, UCC 153, etc.) may not be counted as Humanities.

**Natural Science** includes courses designated **NS** in the LSA Bulletin and Mathematics courses designated **QR**. These include: Anthropology (Biological); Applied Physics, Astronomy; Biology; Chemistry; Computer Science; Environmental Studies; Geography; Geological Sciences; College Honors; Physics; Psychology; Residential College; Statistics; University Courses. Also included are all courses in Mathematics (LSA); all courses in the departments of Anatomy, Biological Chemistry, Human Genetics, Physiology (School of Medicine); Atmospheric and Oceanic Sciences 202 (College of Engineering); NRE 301 (School of Natural Resources and Environment).

**Social Science** includes those courses designated **SS** in the LSA Bulletin from: Afro-American and African Studies; American Culture; Anthropology (Cultural); Asian Studies; Communication studies; Economics; Geography; History; Linguistics; Political Science; Psychology; Residential College; Russian and East European Studies (REES); Sociology; University Courses; Women's Studies.

Departments and programs in the College of LSA may offer courses in more than one of the distribution areas (**HU**, **NS**, **SS**). Students are advised to carefully select courses with the appropriate designation for the three groups (**LR** or **HU**; **NS** or **QR**; **SS**). For example, Anthropology (Cultural) 330 currently is the only **HU**-designated course; most courses in the Anthropology Department are **SS**.

A complete list of distribution courses is available in the Office of Student Services (OSS) in the Kinesiology building or online at [www.kines.umich.edu/advising/oss.html](http://www.kines.umich.edu/advising/oss.html).



## English Composition Requirement

As part of orientation to the University, all students complete a survey about writing that will be evaluated during orientation. Students will be recommended for one of two placements:

1. **Sweetland Writing Center (SWC) - Writing Practicum SWC 100 or 102.** After completing the two credit courses, students are placed into another SWC Practicum for two credits. A SWC Practicum cannot be taken again for credit once competency for ENGLISH 125 or the equivalent is achieved. ENGLISH 125 requires a grade of C- or better to satisfy the degree requirement. There are a variety of courses that meet the ENGLISH 125 requirement. These include but are not limited to: English 124, History 195, Slavic Survey 151, Institute for the Humanities 104, Linguistics 104, and University Courses 153.
2. Introductory Composition requires a grade of C- or better to satisfy the requirement.
3. Transfer students should view the transfer credit website (<http://www.admissions.umich.edu/prospective/transfers/credit.html>) to determine the transferability of English composition courses taken elsewhere to satisfy the University of Michigan writing requirements. Kinesiology courses not listed on the Sweetland Writing Center web site (<http://www.lsa.umich.edu/swc/>) may be petitioned to the Sweetland Writing Center. Appeals may be submitted in the form of undergraduate petitions to the Kinesiology Director of Student Services.

## Academic Majors and Minors

Students interested in two majors within Kinesiology should consult with faculty and OSS advisors to determine the feasibility of a double major. Students wishing to pursue majors in two different schools (i.e. Kinesiology and LSA) must be enrolled in both schools, to earn a dual degree with 150 credits.

Kinesiology offers minors in Health with teacher certification or Health without certification. Please consult with the faculty in Physical Education in selecting one of these minors.

Students may earn a minor in the College of Literature Science and the Arts in combination with Kinesiology degrees. The available minors are listed in the LSA web site ([www.lsa.umich.edu](http://www.lsa.umich.edu)) and Bulletin.

Kinesiology offers a Movement Science minor to School of Music-Dance student only. For School of Music students interested in this minor, please contact the Kinesiology Office of Student Services (OSS).

Students who wish complete a LSA minor must list the minor on the Declaration of Major form (available in the Office of Student Services and online), meet with a

Kinesiology academic advisor, and obtain approval from an advisor in the minor program.

## Senior or Honors Thesis

Students with advanced skills complete a thesis with faculty. Students complete research projects, related to their programs, under the supervision of a faculty member. For more information, students should consult with their faculty advisor.

Kinesiology's Movement Science majors have the option of an Honors program.

## Kinesiology Undergraduate Degree Requirements

To be eligible for graduation from Kinesiology, a student must:

1. Complete the academic plan requirements in an approved degree program in Athletic Training, Movement Science, Sport Management, or Physical Education.
2. Complete the following courses required of all Kinesiology students: (note: credit hours given in parentheses).
  - **SM 101.** Public and Small Group Communication (3)
  - **PSYCH 111.** Introduction to Psychology (4)
  - **Anatomy and Physiology** requirements vary for each program. Please consult your specific degree requirements.
3. Complete the following courses outside of Kinesiology: **ENGLISH 125** College Writing (4) (with at least C- or equivalent if transfer credit) and **ENGLISH 225** Argumentative Writing (4).
4. Achieve an overall grade point average (GPA) of at least 2.000 in a minimum of 120 credit hours (for Athletic Training, Movement Science or Sport Management and Communication) or 130 credit hours (Physical Education).
5. Satisfy the **Senior Residency Requirement**. This is defined as (a) taking a minimum of 50 credit hours while enrolled in Kinesiology (b) being enrolled in Kinesiology when completing at least 24 of your final 30 credit hours.
6. Satisfy Kinesiology's [Distribution Requirement](#). Students in AT, MOVESCI, SM, elect a minimum of 12 credit hours each in courses designated from Humanities, Natural Science and Social Science areas. Students in PHYSED complete 12 hours in Natural Science and 9 hours each in Humanities and Social Science.

## Multiple Dependent Degree Program (MDDP) or Dual Degrees

Kinesiology offer dual degrees with the Ross School of Business, Art & Design and Literature, Science & Arts (LSA). Students interested in obtaining a second major, or dual degree, in conjunction with Kinesiology must complete the degree requirements for

both schools. This is known as a dual degree and requires a minimum of 150 credit hours as opposed to 120 credits (or 130 for Physical Education majors).

Students should identify dual degree interest as early as possible. Although the basic requirements are summarized below, students should consult academic advisors associated with the various programs.

Dual degree requests are formally submitted in writing and require the approval (signatures) of each program/concentration advisor and the dean (or designated representative) for each school/college. Provide a copy of your Academic Report when you see each advisor. Be prepared to discuss the rationale for pursuing two degrees. Return the completed form to 1128 Observatory Lodge.

A minimum of 30 credits must have been completed on the Ann Arbor campus before a student may apply for an individualized joint degree program with LSA, and the cumulative grade point average for work completed on the Ann Arbor campus must be 3.0 or better. The Academic Program Coordinator and Director of the Office of Student Services must approve any exception to these requirements.

Additional requirements and application procedures may apply depending on the agreement between the other school or college and Kinesiology. Please speak to your Academic Advisor in the Office of Student Services if you are interested in obtaining a MDDP.

## Second Bachelor's Degree

Individuals with a bachelor's degree who want to earn a second degree must obtain permission from the Office of Undergraduate Admissions. Normally, at least two calendar years must transpire between the awarding of the first bachelor degree and the beginning of the second bachelor degree program. Applicants must pursue an academic program significantly different from that of the first bachelor degree. Except in the case of joint degrees, the College does not award concurrent bachelor's degrees. For graduates of schools and colleges on the Ann Arbor campus, the two bachelor degrees should be different (for example, not two Bachelor of Arts or two Bachelors of Science degrees). The second degree program cannot be a BGS degree, and students whose first degree is the BGS degree are ineligible for a second Bachelor's degree. Applicants who already have a degree in the Division of Kinesiology must earn at least 30 credits in residence in Kinesiology beyond the credits required for the first degree, with at least 15 in the new field of concentration. Graduates of another Ann Arbor school must earn at least 30 credits while registered in Kinesiology. The second program must include a minimum of 100 Kinesiology credit hours. To be considered for admission to a second bachelor degree program, all applicants who have a bachelor's degree from the Ann Arbor campus of the University of Michigan must have a 2.0 minimum grade point average.

Applicants whose first degree comes from any other institution (including UM—Dearborn and UM—Flint) will be required to complete at least 60 credits in residence at

the Ann Arbor campus. The student must be registered in Kinesiology for at least 30 credits beyond the credits required for the first degree. The second degree program must include a minimum of 100 Kinesiology credit hours. To be considered for admission to a second bachelor degree program, applicants must have the same minimum grade point average as the College requires for students who transfer from other institutions.

## Undergraduate Admission, Registration, and General Information

### Admission

Students interested in applying to Kinesiology should contact the Office of Undergraduate Admissions at 734-764-7433 or via the internet at <http://www.admissions.umich.edu/index.html>.

This office handles all first-year and transfer undergraduate admissions, including applications for non-degree status, readmission, special student status, and cross-campus transfers at the undergraduate level, as well as general information regarding University admissions policies and procedures. Enrollment in all programs is limited and secondary applications are required for Athletic Training, Physical Education, and Sport Management. Transfer students should inquire about program space before applying.

### Admission Criteria

Kinesiology usually admits students in the first and second years of college study. All first year applicants should emphasize writing, public speaking and psychology in their high school preparation. Those who plan to major in Movement Science, Athletic Training, or Physical Education should also include biology, anatomy and/or physiology, physics, math, and chemistry. Students planning to major in Sport Management should emphasize writing, economics, communications, statistics, accounting, marketing, or business courses.

Students planning to pursue a Physical Education or Athletic Training degree should have experience working in those areas.

Athletic Training, Physical Education, and Sport Management require supplemental applications in the freshman (Athletic Training) and sophomore (Physical Education and Sport Management) years.

Kinesiology admits students from other U-M schools and colleges (cross-campus transfers) or other colleges and universities (new transfers) on a selective basis. The major factors considered in reviewing applications are the quality of previous academic work and the field of special interest. Transfer, new, or cross-campus transfer students considering any Kinesiology majors should consult the Office of Student Services before

applying and pay particular attention to second-level admission criteria for Sport Management, Athletic Training, and Physical Education degrees.

## Application Procedures

The following materials are necessary for application:

- 1) The appropriate application for admission (cross-campus transfer, transfer, or first-year student).
  - a) A nonrefundable application fee in the form of a credit card, check or money order payable to the University of Michigan. The application fee may change from year to year. Please consult with the admissions office at (734) 764-7433 or [www.admissions.umich.edu](http://www.admissions.umich.edu) for the current fee schedule.
- 2) Official transcripts of previous academic work. Transfer students must submit transcripts from each college or university attended, as well as a high school transcript. First-year students should submit a high school transcript.
- 3) ACT or SAT test results. Since test scores are just one of many criteria used by the Office of Admissions to determine an applicant's prospects for academic success, a minimum test score is not required for admission. Transfer students are usually not required to submit test scores.

## Application Deadlines

Application deadlines depend upon the level of the student, the degree program, and whether the student is new to U of M or a cross-campus transfer student. New students to U of M are admitted for fall or winter terms. Cross-campus transfer students should apply in accordance with the guidelines for their desired major. Three of the four majors in Kinesiology require second level application procedures with the following timelines below.

The deadlines for first year and transfer students are February 1 for fall term and October 1 for winter term. Cross-campus transfer students should apply at least six weeks before the start of early registration for the term in which they plan to enroll. All students (current Kinesiology, new transfer students and cross-campus transfer students) must follow the second-level application timelines below.

## Secondary Application Timelines for Kinesiology Majors:

**Sport Management** – students apply sophomore year to advance to the two-year, second-level, cohort program. The deadline is February 1.

**Athletic Training** – students apply winter term of their first year as part of the AT 115 and AT 117 courses, for the three-year, second-level, AT program. The deadline is set within the courses.

**Physical Education** – students apply to the teacher certification program on a rolling basis beginning second-term, sophomore year.

**Movement Science** – students may declare a Movement Science major upon enrollment or transfer into Kinesiology.

Students applying to a second-level Kinesiology major program as a new transfer must adhere to the February 1<sup>st</sup> and October 1<sup>st</sup> deadlines for the University of Michigan transfer application. Students applying to a Kinesiology second-level program as a cross-campus transfer should submit the cross-campus transfer application to Undergraduate Admissions when they submit the second-level application. Movement Science new transfer students may apply for fall or winter terms but cross-campus Movement Science transfer students may apply to transfer for all terms.

## Enrollment Deposit

Admitted students must submit a nonrefundable \$200 enrollment deposit which will be applied to first-term expenses. The Office of Admissions will provide instructions and deadlines for payment of this non-refundable deposit.

There is no application fee for Cross Campus applicants. We strongly encourage you to use the convenient [online application](#) through March 1. Be sure to check that you are a Cross Campus applicant on the Preliminary Questions page. After March 1, please stop by the Student Activities Building to pick up a paper application or call them at (734) 764-7433.

## Admissions Counselors and Resources

Academic Advisors in the Kinesiology Office of Student Services (OSS) and Admissions Counselors in the Office of Admissions are available to discuss academic interests and career goals with prospective students, particularly those redirecting their educational goals or returning to school after an educational interruption. Call the Kinesiology Office of Student Services in advance for an appointment at 734-764-4472.

## Transfer Credit

Students transferring from another institution should consult the information available in this Bulletin and from the Office of Admissions to carefully plan their academic programs. For information about transfer credit for courses outside of Kinesiology, contact the Office of Credit Evaluations in the Admissions Office. Transfer credit information for liberal arts courses is available on the Admissions website ([www.admissions.umich.edu/prospective/transfers/credit.html](http://www.admissions.umich.edu/prospective/transfers/credit.html)) and the College of Literature, Arts, and Science's website ([www.lsa.umich.edu/lsa/students/req\\_conversion](http://www.lsa.umich.edu/lsa/students/req_conversion)). For further information about transfer credit for Kinesiology courses, consult the Kinesiology Office of Student Services.

Professional courses for Kinesiology majors will not be evaluated by Admissions; students should submit course descriptions and syllabi (if possible) prior to transfer orientation in order to have faculty evaluate content prior to registration. Kinesiology professional transfer credit may require faculty approval.

Students may transfer a maximum of 70 credit hours from another four-year institution. The maximum number of hours accepted from a two-year college is 60, but once a student has attained junior standing (55 credits) in Kinesiology, no additional two-year college work may be counted for credit.

## Senior Residency Requirement

Transfer credit is defined as out-of-residence. At least 24 of a Kinesiology student's final 30 credits towards graduation must be completed in residence (on the Ann Arbor campus or through UM-Ann Arbor sponsored study abroad).

Appropriate transfer credits earned at accredited institutions will be accepted by Kinesiology provided that a grade of "C" (2.000) or higher has been earned in the course(s) to be transferred. Grades and grade point averages do not transfer from institutions outside the University of Michigan, and do not appear on the Kinesiology transcript. Students admitted with advanced standing will receive a copy of their credit evaluation to aid them in program planning and course selection.

## Not Candidate for a Degree (NCFD)

Students who wish to take courses but do not wish to earn a degree at the University of Michigan may apply for special student status. All applicants for special student status must have a definite purpose in attending the University of Michigan. Applications are available from the Office of Admissions and should be returned to that office.

## Readmission

If you were previously enrolled in Kinesiology but have not registered for more than one calendar year, you must apply for readmission to the University through the Office of Admissions. Generally, readmission is granted to those students who left in good standing. Students who were not in good standing at the time they left the University must receive approval from the Director of the Office of Student Services. Contact the Kinesiology Office of Student Services (OSS) at 734-764-4472 to schedule an appointment with an advisor before applying for readmission to the University at least six weeks prior to the start of the term seeking readmission. If you have taken courses at another institution during your absence, an official transcript must be submitted to Admissions prior to readmission. . Call 734-764-4472 to request a phone or in-person appointment.

## Orientation

The Office of New Student Programs (ONSP) in the Student Activities Building provides information about U-M Orientation. New students meet with an academic advisor, select courses, register, and become acquainted with the University. Orientation is mandatory for all newly admitted students. Orientation dates are listed on the Kinesiology web site at <http://www.kines.umich.edu/events.html#may>.

Transfer orientations occur in December, May and the beginning of each term. Freshmen orientation occurs primarily in June, one session at the end of July, and one session at the beginning of each term.

International students are required to attend a comprehensive five day UM mandatory international orientation. Contact the Office of New Student Programs (ONSP) for additional information.

## Advanced Placement

During Orientation you will take placement exams in Chemistry and Language. The Math placement exam is taken online prior to orientation. When you take the placement exams do as well as possible. In some cases, doing well on the U-M Placement Exam will exempt you from a course or a requirement or give you the opportunity to earn additional credits.

### **Chemistry Placement**

The Chemistry Placement Exam will either recommend that you start with Chemistry 130 (General Chemistry) or Chemistry 210 (Organic Chemistry). Your placement is determined not only by your Chemistry Exam score but also your Math placement and your SAT or ACT Math scores. The majority of students are recommended for CHEM 130. Lecture section 400 of CHEM 130 is a smaller lecture section with an extra hour of class designed for students who might be coming with a little less preparation. Credit is not granted for the Chemistry Placement Exam.

Note: Chemistry 125/126 is the lab class that goes with CHEM 130. It is recommended but not required that these general Chemistry classes be taken together. Chemistry 211 is the lab class that goes with CHEM 210. You should enroll in both the lecture and the lab for Organic Chemistry.

### **Math Placement**

The Math Placement Exam will either recommend that you start with Math 105 (Data, Functions, and Graphs) or a Calculus class which is most often Math 115 (Calculus 1). Your placement is determined not only by your Math Exam score but also your SAT or ACT math scores and your high school grade point average. MATH 105 is a preparatory class for U-M Calculus. You may be strongly recommended for MATH 105 or



tentatively recommended. If you are recommended for Math 105, your chances of success in Calculus without taking MATH 105 are poor. You may also be strongly recommended for MATH 115 or tentatively recommended. In all cases, a Math advisor will be available during Orientation for consultation. If you have AP credit for Calculus you may want to consider taking honors math or a different course in the Calculus series. Credit is not granted for the Math Placement Exam.

## **Language Placement**

The following language placement exams are given during Orientation: French, Spanish, Italian, German, Latin, Hebrew, and Russian. If you have previously studied any of these languages, you should take the placement exam at Orientation. If you know a language other than these, ask your advisor about taking a placement exam in the fall. The language placement exams will advise you to take a certain level of language. You must follow this placement unless you and your advisor have determined otherwise. It is possible to place past the fourth semester of language. Please take this test seriously and make sure that you complete the entire test. Credit is not granted for the Language Placement Exam.

## **Sweetland Writing Center Directed Self-Placement**

Instead of taking a writing placement exam, you will be asked to answer a series of questions about your experience in writing and reading to help you determine whether you would like to begin your writing at U-M with SWC 100 (Writing Practicum) or a First-Year Writing Course. If you are not feeling confident about your writing experience you might want to select SWC 100. AP Credit: It is important to discuss your AP exams with your Academic Advisor during Summer Orientation. In some cases, credits can be earned only upon completion of additional course work or following a conversation with a Concentration Advisor. AP scores and credit policies are subject to change with changes in university policies.

## **Registration**

The University of Michigan's computer registration process through Wolverine Access (<http://wolverineaccess.umich.edu>), a web based registration process, stores information about courses, students' course elections, unofficial transcripts, and wait-lists for some courses.

New students should access Wolverine Access (<https://wolverineaccess.umich.edu/>), once you receive your unique name (UM screen name this is also your email address), to become familiar with the University's system for student account management and registration.

For information on how to obtain your unique name please visit the Information Technology Central Services web site at <http://www.itd.umich.edu/accounts/unique-name-processes/A2student.html>.

## Registration Procedures

Early registration for continuing students for classes occurs in April for spring, summer, and fall courses, and in November/December for winter term courses. After these early registration periods, students can register until the deadlines published each term in the Time Schedule by the Registrar's Office ([www.umich.edu/~regoff/timesched](http://www.umich.edu/~regoff/timesched)).

Materials for registration are available in Kinesiology's Office of Student Services (OSS). Students are expected to consult with an OSS or faculty advisor before registering, and are strongly advised to register early to avoid scheduling problems. The Office of Student Services and the University Registrar's Office are available to assist with questions regarding registration deadlines.

Cross-campus transfer students who early-registered for classes while enrolled in their previous school, must withdraw and re-register for classes as Kinesiology students once they are admitted to Kinesiology. Students who elect to transfer out of Kinesiology to another school must withdraw from Kinesiology and re-register as students in their new school once they have been admitted to their new school. Please consult with your Office of Student Services advisor for additional information.

## Study Abroad

Kinesiology strongly supports study abroad experiences. Students should consult with OSS or faculty advisors regarding academic options and implications. To research study abroad programs student should consult with Kinesiology's GoGlobal Office and the university's Office of International Programs.

Before leaving for a study abroad program, discuss your course selections for the next term, when you return to the UM campus, with your faculty or OSS advisor. It can be challenging while you are abroad to pre-register for courses without easy access to an advisor so make sure you plan ahead.

If you're studying through a non-UM study abroad program, early registration and getting an appointment to register must be taken care of through the Registrar's Office. Get a pre-registration appointment for your return semester at UM by calling the Registrar's Student Services Office at (734) 647-3507. Please note that your appointment time will be at the end of your registration group at 7 pm. When your pre-registration appointment has been assigned, ask your OSS advisor to fax a signed letter stating the number of credits you expect to receive on your study abroad program to the Registrar's Office at (734) 763-9053.

## Tuition and Fees

The University's current fee schedule is published online at <http://www.umich.edu/~regoff/tuition>. Students should be aware that there are penalties

for late registration and withdrawal. Late charges and withdrawal fees increase at various points of the term. Consult with the Registrar's Office for information about deadlines and fees. The effective date of refund is the date the withdrawal notice is received in the Registrar's Office. Any refund due the student will be mailed to his or her address of record upon request of the Office of Student Financial Operations, 2226 Student Activities Building, Ann Arbor, MI 48109. Registration fees are nonrefundable.

The Office of the Registrar makes fee assessments; students should contact that office for further information.

Tuition is higher for nonresidents of Michigan than it is for residents, and higher for upper division students (those with at least 55 credit hours) than it is for lower division students (those with fewer than 55 credit hours). See the University Residence Regulations in this section to determine your residence status. For further information contact the Office of the Registrar, 1514 LSA Building.

## Financial Aid

Undergraduates are eligible for one or more of three types of financial aid: 1) scholarships and grants, 2) loans, and 3) work-study employment. The Office of Financial Aid (OFA) in the Student Activities Building administers most financial aid programs for which undergraduates are eligible. The majority of programs are based on demonstrated financial need. Contact this office for information about the financial aid application process and program information.

New students should apply for financial aid by March 1 (for the fall term) in order to receive equal consideration. Students who plan to enter in another term should apply at least eight weeks before the start of that term. Continuing students (including cross-campus transfers) must apply by the deadlines announced by the Office of Financial Aid. It is necessary to reapply for aid each year.

Other scholarships, grants, and short-term loans are available through the Office of Financial Aid. All students may apply for emergency and/or short-term loans from this office for educational or education-related expenses. In addition, OFA assists students with budgeting, and helps students locate other financial resources. Students are encouraged to use the Office of Financial Aid counseling services even if they are not receiving direct financial assistance.

Students may also apply for one-time only emergency financial support to the Director of OSS. These awards are typically in the \$500 range. Criteria are dependent upon individual circumstances.

In addition to programs available through the Office of Financial Aid, many students find temporary or part-time employment on or near the campus. The Student Employment Office, in the Student Activities Building provides job listings and referral information for students seeking employment. Other sources of jobs are University Employment

Services (for both temporary and permanent jobs) in the Wolverine Tower, 3003 S. State St., and Medical Center Human Resources Department (for University Hospital employment), 300 North Ingalls Bldg. Local newspapers, such as the Ann Arbor News, and Michigan Daily also list employment opportunities.

## University of Michigan Residency Classification

The University of Michigan enrolls students from 50 states and more than 120 countries. Residency Classification Guidelines have been developed to ensure that decisions about whether a student pays in-state or out-of-state tuition are fair and equitable and that applicants for admission or enrolled students who believe they are Michigan residents understand they may be required to complete an Application for Resident Classification and provide additional information to document their residency status.

Complete information, residency applications, and in-person assistance are available at <http://www.umich.edu/~regoff/resreg.html> or at

Residency Classification Office

Office of the Registrar

413 E. Huron St.

Ann Arbor, MI 48104-1520

Phone: (734) 764-1400

## The Athletic Training Major

The mission of the Athletic Training Education Program (ATEP) within the Division of Kinesiology is to develop entry-level allied health professionals who will be contributing members to the field of athletic training. The primary objective is to offer a well-rounded combination of academic course work and clinical experiences that will educate students on the prevention, treatment, and rehabilitation of injuries and illnesses for the physically active.

This program will prepare students for entry-level work in secondary schools, colleges and universities, sports medicine clinics, professional sports programs, industrial settings, and other healthcare environments. The curriculum is designed to meet certification and accreditation standards set forth by the National Athletic Trainers' Association Board of Certification (NATABOC) and the Commission on Accreditation of Athletic Training Education (CAATE). The program is currently accredited by CAATE. Students who complete the ATEP will receive a Bachelor of Science (B.S.) degree in Kinesiology, and will meet the requirements to sit for the NATABOC Examination. Certification is required to practice athletic training in most states.

## Educational Objectives

1. Promote professional conduct in compliance with the code of ethics set forth by the National Athletic Trainers' Association (NATA).

2. Meet the educational competencies set forth by CAATE in the specific areas of: risk management and injury prevention; pathology of injuries and illnesses, clinical examination, acute care of injury and illness, pharmacology, therapeutic modalities, therapeutic and rehabilitative exercise, general medical conditions and disabilities, nutritional aspects of injury and illness, psychosocial intervention and referral, health care administration, and professional development & responsibilities.
3. Ensure that each student has the opportunity to work in a variety of clinical settings in order to gain a greater appreciation for some of the traditional and non-traditional venues in which athletic training services are administered.
4. Offer the athletic training student challenging situations to put classroom theory to clinical practice in a supervised manner.
5. Expose the athletic training student to a variety of allied health care professionals.

## Athletic Training Admission Requirements

Admission into the ATEP is selective. Students should apply for the program during his/her freshman year. The program admits students into the program during the fall semester only. The following are the minimum requirements for admission:

1. Submission of an application packet. (Applications are due April 1st)
2. Hold sophomore standing by fall term following admission.
3. Be admissible into the Division of Kinesiology at the time of application.
4. Completion of AT 115 (Prevention and Care of Athletic Injuries), AT 117 (Prevention and Care of Athletic Injuries Laboratory), PHYSED 310 (Applied Human Anatomy and Physiology), PHYSED 313 (Emergency Response), CHEM 130 (General Chemistry) with no less than a "B" earned in each class to be competitive for admission.
5. Earn a cumulative grade point average of no less than 2.5 at the completion of two semesters of college coursework.
6. Completion of a clinical observation experience under the supervision of the university's athletic training staff.
7. Complete an admission interview.
8. Meet the University of Michigan ATEP Technical Standards for Admission.

The ATEP application packet including technical standards is available on the Division of Kinesiology's website and can also be obtained by requesting a copy from the program's director.

Transfer students may be admitted to the program provided they fulfill all program admissions requirements. Coursework completed at another institution will be evaluated by the Registrar and the Athletic Training Education Program Director to determine whether the course objectives completed coincide closely with the course objectives of

the courses required for admission into the ATEP. Transfer students must complete a minimum of three years in order to graduate.

The number of vacancies limits the number of students admitted into the program. The top students are chosen based on the application packet, academic performance, and performance in the admission interview. Students are informed of their status by May 31.

## Athletic Training Retention Requirements

In order to successfully progress and complete the education program students must meet the following retention requirements:

1. Maintain a minimum overall grade point average of 2.5.
2. Maintain a minimum grade point average of 3.0 in all athletic training core courses.
3. Receive satisfactory evaluations from supervising clinical instructors.
4. Adhere to the University of Michigan Athletic Training Education Program policies and procedures.
5. Continue to meet the University of Michigan Athletic Training Program Technical Standards for Admission.

## University Distribution Requirements

Students must complete a minimum of 12 credits in each of three areas, Humanities, Natural Science, and Social Science, in order to fulfill Kinesiology's distribution requirements.

## Athletic Training Degree Requirements

Once accepted into the Athletic Training Education Program students will be required to complete a three-year competency-based education program. The education program consists of six semesters of academic course work, coupled with clinical experiences under the direct supervision of a clinical instructor. The three-year, six-semester program design is consistent with a "learning over time" model whereby students will continually increase their knowledgebase and clinical skills. Students in the Division of Kinesiology accepted into the Athletic Training Education Program must complete a minimum of 120 credit hours. Required coursework is listed below:

### Required Courses in the Athletic Training Major (44-CR)

- **AT 115** – Prevention and Care of Athletic Injuries (3 cr.)
- **AT 117** – Prevention & Care of Athletic Injuries Laboratory (2 cr.)
- **AT 200** – Clinical Experiences in Athletic Training – A (3 cr.)
- **AT 205** – Clinical Experiences in Athletic Training – B (3 cr.)
- **AT 210** – Clinical Evaluation of Upper Extremity Athletic Injuries (3 cr.)
- **AT 212** – Clinical Evaluation of Upper Extremity Athletic Injuries Laboratory (1 cr.)
- **AT 215** – Clinical Evaluation of Lower Extremity Athletic Injuries (3 cr.)
- **AT 217** – Clinical Evaluation of Lower Extremity Athletic Injuries Laboratory (1 cr.)

- **AT 300** – Clinical Experiences in Athletic Training – C (3 cr.)
- **AT 305** – Clinical Experiences in Athletic Training – D (3 cr.)
- **AT 313** – Biomechanics of Musculoskeletal Injury (4 cr.)
- **AT 350** – Therapeutic Modalities (3 cr.)
- **AT 352** – Therapeutic Modalities Laboratory (1 cr.)
- **AT 360** – Rehabilitation of Athletic Injuries (3 cr.)
- **AT 362** – Rehabilitation of Athletic Injuries Lab (1 cr.)
- **AT 375** – **Pathophysiology for the Allied Health Professions (3 cr.)**
- **AT 400** – Clinical Experiences in Athletic Training – E (3 cr.)
- **AT 405** – Clinical Experiences in Athletic Training – F (3 cr.)
- **AT 410** – Athletic Training Administration (3 cr.)

#### Supporting Courses in Kinesiology (35-36-CR)

- **PHYSED 310** – Applied Human Anatomy and Physiology (5 cr.)
- **PHYSED 313** – Emergency Response (3 cr.)
- **PHYSED 373** – Issues in Health and Wellness (3 cr.)
- **MOVESCI 241** – Exercise, Nutrition, and Weight Control (3 cr.)
- **MOVESCI 250** – Research Methods and Statistics in Movement Science (4 cr.)
- **MOVESCI 320** – Motor Control (4 cr.)
- **MOVESCI 340** – Exercise Physiology (4 cr.)
- **SM 101** – Public and Small Group Communication (3 cr.)
- **SM 437** – Psychological Aspects of Sport and Exercise (3 cr.)

#### Courses Required Outside of Kinesiology (23 Cr.)

- **CHEM 130** – General Chemistry (3 cr.)
- **ENGLISH 125** – College Writing or equivalent (4 cr.) (with a C or better)
- **ENGLISH 225** – Argumentative Writing (4 cr.)
- **PSYCH 111** – Introduction to Psychology or equivalent (4 cr.)
- **MATH 105** – Data, Functions, and Graphs (4 cr.)
- **PHYSICS 125 or 140** – General Physics: Mechanics, Sound, and Heat (4 cr.)

#### Clinical Education Experience Requirements

Each athletic training student is required to complete six, semester-long clinical education experiences under the supervision of a clinical instructor. Clinical education experiences provide the student with the opportunity for experiential learning to apply the Entry Level Athletic Training Clinical Proficiencies in a clinical environment. Clinical education experiences are completed at both on-campus and off-campus clinical sites. During the course of the program, students will have exposure to a variety of clinical instructors, clinical settings, patient populations and health care professions. The University of Michigan's Department of Intercollegiate Athletics provides numerous on-campus clinical sites. The University of Michigan has two main and seven satellite athletic training facilities for intercollegiate athletics. All facilities are fully equipped with state-of-the-art equipment. In addition, students complete clinical experiences at our off-campus affiliated sites. Affiliated sites include local high schools, sports medicine clinics, and occupational/industrial clinics.

# Movement Science Major

## Movement Science Curriculum Mission Statement

The Movement Science (MOVESCI) major strives to fully develop the intellectual abilities of each student during their learning experiences in the Division of Kinesiology. The program emphasizes the study of human movement from biological and behavioral perspectives across the lifespan. We achieve our mission by offering a diversified program that includes introductory and advanced course work, research and laboratory experiences, and service learning. We evaluate our success by the academic and professional placement of our graduates.

## PROGRAM OVERVIEW

The Movement Science major comprises coursework that emphasizes the causes and consequences of human movement from biomechanical, motor control and development, and physiological perspectives. The requirements include courses both in and outside of Kinesiology. The major consists of 103 credit hours (108 for students in the Honors program) with a total of 120 credits are required for graduation.

The Movement Science curriculum emphasizes competencies in five areas:

1. Three areas of Movement Science; Biomechanics, Motor Control, and Exercise Physiology
2. Research
3. Scientific communication, including oral, written and graphic skills
4. Computer literacy
5. Service learning

Students will gain these competencies by mastering concepts in courses, by exposure to research in laboratory sections of courses and in independent study and research courses, and through participation in service learning activities.

**Content emphases of major areas in Movement Science. The Movement Science major emphasizes content in three major areas: biomechanics, exercise physiology, and motor control and development. Key concepts in each area are given below.**

### 1. BIOMECHANICS

- Ability to describe movement from kinematics and kinetics perspectives.
- Apply biomechanical concepts and principles to analysis of motor skills among diverse and special populations.
- Understand underlying physical mechanisms involved in the control and coordination of movements.



- Understand basic mechanical properties of muscle, tendon, ligament, and bone.
- Relate the mechanical loads placed on the human body to the mechanical properties of tissues.
- Identify basic biomechanical mechanisms used by humans to reduce metabolic cost and fatigue during movement.

## **2. EXERCISE PHYSIOLOGY**

- Understand regulation of different biological functions including cardiovascular, neural, renal, pulmonary, musculoskeletal, and endocrine systems during rest and movement.
- Understand mechanisms causing biological adaptations to chronic exercise at the molecular, cellular, systemic and whole-body level.
- Understand relationships between physical activity, energy, nutrition, chronic disease, and health.
- Understand neural, cardiorespiratory, nutritional, bioenergetic, metabolic and endocrine bases of human performance.
- Understand and appreciate racial, ethnic, age-associated and gender differences in exercise performance and in biological adaptations to movement.
- Assess flexibility, strength, and endurance factors that influence movement and physical performance.

## **3. MOTOR CONTROL AND DEVELOPMENT**

- Ability to describe movement from a kinematic and associated muscle activation pattern perspective.
- Apply motor development and motor control concepts and principles to analysis of motor skills among diverse and special populations.
- Identify and differentiate among the diverse theories of motor skill acquisition.
- Identify factors affecting motor behavior, including physical growth, physiological, perceptual and cognitive changes, and sociocultural practices.
- Understand interaction between perception and action throughout the lifespan.
- Understand basic principles underlying neural and neuromuscular communication.
- Understand the relationship between central nervous system structure and function as it applies to human motor control.
- Understand the normal course of physical growth and maturation throughout the lifespan.

## **MOVEMENT SCIENCE COURSE OF STUDY**

The Movement Science curriculum requires courses in of the following six categories:

1. Core prerequisite courses outside Kinesiology (36 credit hours). These may be distribution courses.
2. Core prerequisite courses in Kinesiology (11 credit hours)

3. Required university distribution courses (36 credit hours)
4. Required core courses in Movement Science (20 credit hours)
5. Elective courses (20 credit hours)
6. Service learning (1 credit hour)

Some required courses count in more than one category. For example, human physiology (PHYSIOL 201) is a required prerequisite course outside Kinesiology, but it also serves as one of the required distribution courses in the Natural Science area.

#### 1. CORE PREREQUISITE COURSES OUTSIDE KINESIOLOGY [36 CREDIT HOURS]

**These courses are typically completed prior to taking the 300-level required core courses in Movement Science. Some of the courses are required as prerequisites for the core courses in Movement Science and must be completed prior to enrolling in specific core courses.**

- BIOLOGY 171 (4 credits) - Ecology and Evolution (NS)
- BIOLOGY 172 (4 credits) – Cellular, Molecular, and Developmental (NS)
- BIOLOGY 173 (2 credits) – Introductory Biology Laboratory (NS) – Completion of BIO 171 or 172 and concurrent enrollment in the other, or completion of both BIO 171 and 172, or BIO 195
- CHEM 130 (3 credits) - General Chemistry: Macroscopic Inv & Reaction Principles (NS)
- ENGLISH 125 (4 credits) - College Writing
- ENGLISH 225 (4 credits) - Argumentative Writing (HU)
- Math 115 (4 credits) - Calculus I (recommended) or MATH 105 (4 credits) - Data, Functions, Graphs (NS)
- MEDADM 401 (4 credits) - The Human Body (NS)
- PHYSICS 125 (4 credits) - General Physics Mechanics and Sound (NS)  
Or PHYSICS 140 (4 credits) – General Physics I (NS)
- PHYSIOL 201 (4 credits) - Introduction to Human Physiology (NS)
- PSYCH 111 (4 credits) - Introduction to Psychology (SS)

Any anatomy, biology, chemistry, English, math, physics, physiology, or psychology course that is equivalent to the above course offered at the University of Michigan will be considered. However, students wishing to apply to graduate or professional schools need to give consideration to the level of the course and where it was completed (community college, medical school, laboratory-based courses, etc.). Many graduate and professional programs require higher level mathematics, chemistry, and physics courses (see the list of Movement Science [cognate electives courses](#) on the Division of Kinesiology web page).

#### 2. CORE PREREQUISITE COURSES IN KINESIOLOGY [8 CREDIT HOURS]

The 100-level courses listed below should be completed before taking the required core courses in Movement Science; note that MOVESCI 110 is a prerequisite for many Movement Science courses.

- MOVESCI 110 (3 credits) - Biological and Behavioral Bases of Human Movement
- SM 101 (3 credits) – Public and Small Group Communication
- PHYSED 216 (2 credits) - First Aid and Safety Education

### 3. REQUIRED UNIVERSITY DISTRIBUTION COURSES [36 CREDIT HOURS]

Courses in the Core Prerequisite Courses outside Kinesiology category satisfy all of the required Natural Science distribution credits and some of the required Humanities and Social Science distribution credits. Additional Social Science and Humanities courses must be taken to fulfill the Humanities and Social Science distribution requirements.

HUMANITIES (HU) (12 CR)	NATURAL SCIENCES (12 CR)	SOCIAL SCIENCES (SS) (12 CR)
ENGLISH 225 (4 credits)	BIOLOGY 171 (4 credits)	PSYCH 111 (4 credits)
SM 101 (3 credits)	BIOLOGY 172 (4 CREDITS)	<i>additional 8 credits needed</i>
<i>additional 5 credits needed</i>	BIOLOGY 173 (2 CREDITS)	
	CHEM 130 (3 credits)	
	MATH 105/MATH 115 (4 credits)	
	MEDADM 401 (4 credits)	
	PHYSICS 125/140 (4 credits)	
	PHYSIOL 201 (4 credits)	
	PSYCH 112 (4 credits)	

### 4. REQUIRED CORE COURSES IN MOVEMENT SCIENCE [20 CREDIT HOURS]

Five courses form the core set of courses that are required of all Movement Science students. These courses serve as prerequisite courses for many of the Movement Science elective courses.

1. MOVESCI 230 (4 credits). Human Musculoskeletal Anatomy. Examines the functional relationship between human musculoskeletal anatomy and body movement. Students will learn the bone names and landmarks, joint structures and movements, and the names, attachments and functions of the major muscles. Includes laboratory experience. *Prerequisites: None.*
2. MOVESCI 250 (4 credits). Statistics and Research Methods in Movement Science. Covers the fundamentals of research design and the applications of statistics to reading, planning, implementing, and analyzing research in Movement Science. Laboratory experiences are integrated with the course content. *Prerequisites: None.*

3. MOVESCI 320 (4 credits). Motor Control. Introduces students to the neural and behavioral basis of motor control. Topics include nervous system structures involved in planning, executing and learning movements, as well as the principles of motor control that apply to locomotion, reaching and grasping, multi-joint coordination and more complex skills. Motor control principles underlying rehabilitation are also introduced. Includes laboratory experience. *Prerequisites: MOVESCI 110, MEDADM 401 or MOVESCI 230, MOVESCI 250, PHYSIOL 201.*
4. MOVESCI 330 (4 credits). Biomechanics of Human Movement. Applies fundamental biomechanical principles to the human musculoskeletal system. Topics include musculoskeletal mechanics, tissue biomechanics, and quantitative analysis of human movement. Includes laboratory experience. *Prerequisites: MOVESCI 110, MATH 105 or 115, PHYSICS 125 or 140, MEDADM 401 or MOVESCI 230.*
5. MOVESCI 340 (4 credits). Exercise Physiology. Physiological principles of human movement. Topics include bioenergetics, energy expenditure, functions of the cardiovascular, pulmonary, neuromuscular and neuroendocrine systems, training, environmental influences, ergogenic aids, weight control, and body composition. Includes laboratory experience. *Prerequisites: MOVESCI 110, MEDADM 401 or MOVESCI 230, MOVESCI 250, PHYSIOL 201; CHEM 130 recommended.*

## **5. ELECTIVE COURSE WORK [20 CREDIT HOURS]**

Students must complete a minimum of 20 credit hours of elective course work as follows:

- Movement Science lecture-based courses. A minimum of nine credit hours of upper-division Movement Science lecture-based courses from the following choices:

MOVESCI 412 (3 credits) – Scientific Training and Conditioning of Athletes  
 MOVESCI 421 (3 credits) - Disorders of Voluntary Movement  
 MOVESCI 422 (3 credits) - Motor Learning  
 MOVESCI 423 (3 credits) - Sensory-motor Development  
 MOVESCI 424 (3 credits) - Human Movement & Aging: Changes in Sensorimotor Control  
 MOVESCI 425 (3 credits) - Motor Behavior and Developmental Disabilities  
 MOVESCI 426 (3 credits) – Cognitive Neuroscience of Action  
 MOVESCI 433 (3 credits) - Human Movement and Aging; Functional Ability  
 MOVESCI 435 (3 credits) – Biomechanics of Human Locomotion  
 MOVESCI 441 (3 credits) - Exercise and Human Biology  
 MOVESCI 442 (3 credits) - Hormones and Exercise  
 MOVESCI 471 (3 credits) - Physical Activity, Health and Disease  
 MOVESCI 474 (3 credits) – Worksite Wellness

- Movement Science independent study courses. Three credit-hours earned from independent study, internships, readings or research in Movement Science can be substituted for one of the required lecture-based courses, listed above, in Movement Science. The upper limit of independent study courses in Movement Science is 20 credit hours. The courses can be chosen from the following choices:

MOVESCI 280 (1-4 credits) - Kinesiology Undergraduate Research Opportunity  
 MOVESCI 380 (1-3 credits) - Problems in Movement Science  
 MOVESCI 381 (1-3 credits) - Community Service Learning  
 MOVESCI 382 (1-3 credits) - Honors Reading  
 MOVESCI 384 (1-3 credits) - Honors Research  
 MOVESCI 390 (1-8 credits) - Field Experience in Movement Science  
 MOVESCI 402 (1-3 credits) - Teaching Experience in Movement Science  
 MOVESCI 403 (1-4 credits) - Internship  
 MOVESCI 429 (1-3 credits) - Laboratory Rotation in Motor Control and Development  
 MOVESCI 439 (1-3 credits) - Laboratory Rotation in Biomechanics  
 MOVESCI 449 (1-3 credits) - Laboratory Rotation in Exercise Physiology  
 MOVESCI 488 (1-3 credits) - Independent Study  
 MOVESCI 489 (1-5 credits) - Senior Thesis  
 MOVESCI 490 (1-5 credits) - Senior Honors Thesis A  
 MOVESCI 491 (1-3 credits) – Senior Honors Thesis B

- Cognate courses. A minimum of eleven credit hours of cognate elective courses outside of Movement Science, six credit hours of which must be outside of Kinesiology.

These courses may be taken from other units within the Division of Kinesiology or outside the Division (6 credits minimum). The Movement Science department maintains a list of currently approved [Movement Science Cognate Elective Courses](#) (see below). If a course does not appear on the list, students need to get approval by completing a [Petition Form](#) (available online or in the Kinesiology Office of Student Services). Students are encouraged to choose cognate courses that may fulfill graduate or professional school requirements.

Credit hours are listed in parentheses. Courses fulfilling University distribution requirements are indicated by NS, SS, and HU. Students may petition for courses that do not have specific distribution designation.

*PLEASE NOTE: This list is subject to change. Refer to the Kinesiology web site for the most up-to-date list, <http://www.kines.umich.edu/academics/mvs/cognates.html>.*

### **Anthropology, Biological**

ANTHRBIO 161: Introduction to Biological Anthropology. (4) NS

### **Anthropology, Cultural**

ANTHRCUL 258: Culture and Medicine (3)  
ANTHRCUL 344: Medical Anthropology (4) **SS**  
ANTHRCUL 416: Global Health: Anthropological Perspectives(3)

### **Biochemistry**

BIOLCHEM 451/CHEM 451: Introductory Biochemistry Lecture(3)  
BIOLCHEM 451/CHEM 451: Introduction to Biochemistry I (4)

### **Biology**

BIOLOGY 101: Biology and Human Affairs (4) **NS**  
BIOLOGY 118: AIDS and Other Health Crises (4) **NS**  
BIOLOGY 207: Microbiology, Combined Lecture & Lab (4) **NS**  
BIOLOGY 208/MCDB 308: Embryology Lecture & Developmental Bio Lab (3/3) **NS**  
BIOLOGY 222: From Message to Mind: An Introduction to Neurobiology (3)  
BIOLOGY 225 (325): Principles of Animal Physiology: Lecture (3)  
BIOLOGY 226 (326): Animal Physiology Laboratory (2)  
BIOLOGY 252: Chordate Anatomy, Combined Lecture & Lab (4)  
BIOLOGY 262: Evolutionary Biology & Human Disease, Combined Lecture & Lab (4)  
**NS**  
BIOLOGY 305/MCDB 306: Genetics Lecture & Genetics Lab (4/3)  
BIOLOGY 310: Introductory Biochemistry (4)  
BIOLOGY 311: Introductory Biochemistry (4)  
BIOLOGY 324 (224): Biology of Cancer (3) **NS**  
BIOLOGY 411: Protein Structure and Function (3)  
BIOLOGY/CHEM 415: Introductory Biochemistry Lecture (3)  
BIOLOGY 418: Endocrinology (3)  
BIOLOGY 423: Introduction to Research in Cellular and Molecular Neurobiology (3)  
BIOLOGY 427: Molecular Biology (4)  
BIOLOGY 428: Cell Biology (4)  
BIOLOGY 436 (336): Introductory Immunology (3)  
BIOLOGY 541 Mammalian Reproductive Endocrinology Lecture (4)

### **Biomedical Engineering**

BIOMEDE 295: Biomedical Engineering Seminar (1)  
BIOMEDE 417: Electrical Biophysics (4)  
BIOMEDE 420: Introduction to Biomechanics (4)  
BIOMEDE 456: Biomechanics (3)

### **Biophysics**

BIOPHYS 520 (510/610)/CHEM 520: Biophysical Chemistry I (3)

### **Chemistry**

CHEM 120: The History and Philosophy of Chemistry (3) **NS**  
CHEM 125/126: General and Inorganic Chemistry Lab I and II (2) **NS**

CHEM 210: Structure and Reactivity I (4) NS  
CHEM 211: Investigations in Chemistry (1) NS  
CHEM 215: Structure and Reactivity II (3) NS  
CHEM 216: Synthesis and Characterization of Organic Compounds (2) NS  
CHEM 230: Physical Chemical Principles and Applications (3) NS  
CHEM 260: Chemical Principles (3) NS  
CHEM 261: Introduction to Quantum Chemistry (1)  
CHEM 302: Inorganic Chemistry: Principles of Structure, Reactivity, and Function (3)  
NS  
CHEM 312: Synthesis and Characterization (2)  
CHEM 467/AOSS 467/GEOSCI 465: Biogeochemical Cycles (3)

### **Complex Systems**

BIOLOGY 481: Population Dynamics And Ecology (4)  
BIOLOGY 499: Dynamic Systems In Population And Community Ecology (3)  
MICRBIOL 201: Elementary Microbiology for Health Professional Students (3)  
MICRBIOL 350: Introductory Laboratory in Medical Microbiology (1)  
PHYSICS 413: Physics of Complexity (3)

### **Ecology & Evolutionary Biology**

EEB 341: Parasitology, Combined Lecture & Lab (4) NS

### **Electrical Engineering & Computer Science**

EECS 280: Programming and Introductory Data Structures (4)  
EECS 284: Introduction to a Programming Language or System (1)  
EECS 285: A Programming Language or Computer System (2)  
EECS 370: Introduction to Computer Organization (4)  
EECS 380: Data Structures and Algorithms (4)  
EECS 478: Logic Circuit Synthesis and Optimization (4)

### **Engineering**

ENGR 371: Numerical Methods for Engineers and Scientists (3)

### **English Language and Literature**

ENGLISH 415: Interdisciplinary Approaches to Literature: Research and Technology in the Humanities (3)

### **History**

HISTORY 284: History of Health and Sickness (3-4) SS  
HISTORY 300: Epidemics Throughout History (3)  
HISTORY 302: Science, Technology and Defining the Human (3)  
HISTORY 346/NRE 356: Environmental History and the Tropical World (3)  
HISTORY 355: Health and Illness in African Worlds (4)  
HISTORY 397: Human Nature and its Sciences (4)  
HISTORY 427(508): Magic, Religion, and Science in Early Modern England (3)

### **Industrial & Operations Engineering**

IOE 333: Ergonomics (3)  
IOE 334: Ergonomics Lab (1)  
IOE 433: Occupational Ergonomics (3)  
IOE 474: Simulation (3)

### **LS&A Honors**

HONORS 493: Complexity and Emergence

### **Mathematics**

MATH 116: Calculus II (4) **NS**  
MATH 214: Linear Algebra and Differential Equations (4) **NS**  
MATH 215: Calculus III (4) **NS**  
MATH 216: Introduction to Differential Equations (4) **NS**

### **Mechanical Engineering**

MECHENG 211: Introduction to Solid Mechanics (4)  
MECHENG 240: Introduction to Dynamics and Vibrations (4)  
MECHENG 456: Tissue Mechanics (3)

### **Medical School**

BIOLCHEM 212: Descriptive Biochemistry (3)  
BIOLCHEM 451: Introductory Biochemistry (4)  
BIOLCHEM 491: Biochemical Basis of Human Diseases and Pathologies (1)  
CHEM 398: Undergraduate Research in Chemistry, Biological Chemistry, Biology, and Biophysics (1-8)  
MEDADM 599: Special Topics Dissection Elective Lab (1) **NS**

### **Molecular, Cellular, and Developmental Biology (MCDB)**

MCDB 427: Molecular Biology Lecture (4)  
MCDB 428: Cell Biology Lecture (4)  
MCDB 429: Laboratory in Cell and Molecular Biology (3)

### **Philosophy**

PHIL 232: Problems of Philosophy (4; 2 in half-term) **HU**  
PHIL 340: Mind, Matter, and Machines (4; 2 in the half-term) **HU**  
PHIL 344: Ethics and Health Care (2-3) **HU**  
PHIL 356: Issues in Bioethics (4; 3 in the half-term) **HU**  
PHIL 383: Knowledge and Reality (3; 2 in the half-term) **HU**  
PHIL 420: Philosophy of Science (3)

### **Physical Education**

PHYSED 373: Issues in Health and Wellness (3)  
PHYSED 475: HIV/AIDS, Other Communicable Diseases, and the Immune System (3)



### **Physics**

PHYSICS 126: General Physics: Electricity and Light (4) **NS**  
PHYSICS 127: Physics I Lab (1) **NS**  
PHYSICS 128: Electricity and Light Lab (1) **NS**  
PHYSICS 140/141: Physics 1 Lecture & Lab (4/1) **NS**  
PHYSICS 201: Physics, Truth and Consequences (3)  
PHYSICS 204: Great Books in Physics (4) **NS**  
PHYSICS 240/241 Physics II Lecture & Lab (4/1) **NS**  
PHYSICS 401: Intermediate Mechanics (3)

### **Physiology**

PHYSIOL 502: Human Physiology Lecture (4)

### **Psychology**

PSYCH 230: Introduction to Biopsychology (4) **NS**  
PSYCH 240: Introduction to Cognitive Psychology (4) **NS**  
PSYCH 250: Introduction to Developmental Psychology (4) **SS**  
PSYCH 270: Introduction to Psychopathology (4) **SS**  
PSYCH 280: Introduction to Social Psychology (4) **SS**  
PSYCH 290: Introduction to the Psychology of Personality (4) **SS**  
PSYCH 335: Introduction to Animal Behavior (4) **NS**  
PSYCH 345: Human Neuropsychology (4) **NS**  
PSYCH 347: Perception (3)  
PSYCH 351: Advanced Laboratory in Developmental Psychology (3)  
PSYCH 355: Cognitive Development (3)  
PSYCH 359: Psychology of Aging (3) **SS**  
PSYCH 401: Special Problems in Psychology as a Social Science (1-4)  
PSYCH 442: Perception, Science, and Reality (3)

### **Residential College**

RCNSCI 263/ENVRNSTD 263: Energy and Environment (4) **NS**  
RCNSCI 270: New Biotechnology: Scientific, Social, and Historical Perspectives (4) **NS**  
RCNSCI 415: Science and Politics (4)

### **Sport Management**

SM 434: Sport Ethics (3)  
SM 437: Psychological Aspects of Sport & Exercise (3)

### **Sociology**

SOC 475: Introduction to Medical Sociology (3)

### **University Courses**

UC 210: Perspectives on Careers in Medicine and Health Care (4)

## **Women's Studies**

WOMENSTD 220: Perspectives in Women's Health (3) SS

WOMENSTD 400: Women's Reproductive Health (3)

WOMENSTD 485: Gender, Mentoring, and Technology (3)

## **6. SERVICE LEARNING [MINIMUM 1 CREDIT HOUR]**

Movement Science students are required to engage in service learning by completing one course dedicated to service learning/ community service or a course that provides a minimum of one credit associated with the opportunity for service learning. Two options for service learning are currently available:

Option 1. Successful completion of an approved service-learning course. Students are advised to check the list of [approved service learning courses](#) on the Kinesiology website. To get approval for a different course to satisfy this requirement, students must complete the [Service Learning Course Approval Form](#) that can be obtained from the Office of Student Services. Currently approved courses include:

- MOVESCI 425 (3 credits) - Motor Behavior and Developmental Disabilities
- ENGLISH 310 (3 credits) - Discourse and Society
- PSYCH 211 (1-3 credits) - Project Outreach
- PSYCH 305 (1-4 credits) - Psychology Practicum
- PSYCH 307 (3-4 credits) - Directed Experiences with Children
- PSYCH 317 (4 credits) - Community Research
- PSYCH 319 (4 credits) - Empowering Families and Communities
- SOC 389 (2-4 credits) - Project Community

Option 2. Successful completion of the Movement Science service learning course "MOVESCI 381 - Community Service Learning", as arranged with a Movement Science faculty member .

## **Completion of the BS Degree in Movement Science**

The Bachelor of Science degree in Movement Science requires completion of 120 credit hours. The coursework specifically required for the major comprises 102-103 credits. Therefore, students must elect 17-18 additional credit hours in courses from either inside or outside Kinesiology to complete the degree.

To ensure that all degree requirements have been met, students are required to complete a senior audit through the Office of Student Services in the semester before they expect to graduate. To track progress, students are encouraged to update their [Undergraduate Record Sheet](#) each semester. [Undergraduate Record Sheets](#) can be obtained from the Office of Student Services. Students are encouraged to meet with their faculty advisors in Movement Science throughout their degree program.

## The Movement Science Honors Program

The Movement Science honors program in Kinesiology offers qualified students advanced coursework and independent research opportunities in exercise physiology, biomechanics, and motor control and development. Students with strong intellectual interests and the commitment to pursue those interests in a rigorous and challenging environment are eligible for the Movement Science honors program.

Honors students are expected to pursue a rigorous and diversified course of study. Students must complete the regular Movement Science curriculum as well as advanced coursework, independent study, and the successful completion of an honors thesis, completed during the senior year. Students must maintain a 3.5 GPA throughout the program. Each April, a subcommittee of the Movement Science faculty will review each student's academic record and recommend continuation or termination. The program will be administered by the Associate Dean for Research.

### ADMISSION TO THE MOVEMENT SCIENCE HONORS PROGRAM

The Division of Kinesiology is committed to achieving an Honors student body characterized by ethnic and racial diversity as well as gender balance.

Following review of applications for admission to the Division of Kinesiology, qualified students will be invited to enter the Honors Program. These invitations are based on evidence of exceptional scholarly ability and motivation. Admission decisions will be based on the following:

1. high school GPA (suitably adjusted for the difficulty of work elected - typically above 3.8)
2. class standing
3. national test scores (SAT of 1200 or above, ACT composite of 32)
4. counselor/teacher recommendations
5. admissions essay

First-year students already enrolled in Kinesiology who are interested in joining the Honors Program may apply to be considered for the Honors Program. [Applications are available in the Office of Student Services and online.](#) Only those students with a GPA of 3.5 in at least one full semester comprised of content-based challenging classes will be admitted to the second year level of the Honors Program.

Second-year Movement Science students may apply to begin the Honors Program as juniors. Only those students with distinguished academic performance (cumulative GPA of 3.5 in a minimum of 50 credit hours, including completion of MOVESCI 250 or equivalent, ENGLISH 225, and all core pre-requisite courses both inside and outside Kinesiology) will be considered for admission.

## Movement Science Honors Requirements

The Honors program requires students to take the Honors sections of some Movement Science core courses, and to complete independent research experiences, culminating in a Senior Honors Thesis. Each requirement is described below.

**Honors Sections.** Students complete the honors sections of MOVESCI 320, 330, and 340 by the end of junior year. To receive honors credit, students will complete a special project connected to the course as well as the regular course requirements. In consultation with the faculty instructor, such special projects may, for example, take the form of a literature review or class presentation. Honors students in the same class may work together on a project approved by the faculty instructor. Honors students will fill out a contract with the faculty instructor stating precisely the scope of the honors work. In situations where a student elects to take a core course in his/her second year and has not yet been accepted into the Honors Program, the student must make arrangements with the appropriate faculty member to complete the honors requirement of the core course.

**Honors Independent Study and Honors Research Proposal.** Students must complete a minimum of six credits of independent study with a research focus by the end of the junior year. Up to three independent credits obtained prior to a student's junior year can be counted. Honors independent research study experiences typically involve supervised and directed participation in the laboratory of a Movement Science faculty member. In many cases, these independent research study experiences assist the student in identifying a research mentor and help lay the groundwork for the senior honors thesis. Honors students will fill out an [independent study contract](#) form (available in the Office of Student Services and online) with a faculty member stating the nature of the research experience.

A thesis proposal must be submitted to the sponsoring faculty member by the end of winter semester of student's junior year. The proposal should include a rationale for the project, the specific questions to be answered or hypotheses to be tested, the methods to be used, the potential results of the student's proposed research, and a bibliography. The proposal must include the signature of the faculty mentor indicating support of the proposal. It is highly recommended that students arrange to start doing honors thesis research during the spring and/or summer semesters between their junior and senior years. Typically, financial support will be sought from the faculty mentor. In some instances, some financial support may be available from other sources.

**Senior Honors Thesis - MOVESCI 490-491 (5 credits).** The honors thesis is due three weeks before the end of the winter semester. In March of each academic year, students will make oral presentations of their thesis work in a Division-wide forum, to be arranged with their thesis advisors. While there is no set length requirement, the honors thesis is expected to reflect a rigorous and in-depth analysis of a specific problem in movement science requiring a sustained period of investigation but appropriate for study at the honors undergraduate level. The goal of the honors thesis is to generate new and relevant information that may lead to an abstract submission to a national conference, form the basis for a peer-reviewed manuscript, or provide pilot work for graduate studies.

## Competency Check List

1. Content Emphasis  
Students are expected to master key concepts in the three content areas of Movement Science.
2. Research Exposure
  - a. Exposure to experimental design in MOVESCI 250
  - b. Research exposure in laboratory sections of Movement Science core courses
  - c. Participation in independent study, research laboratory courses, UROP courses (UC 280 and MOVESCI 280), and senior honors courses
3. Scientific communication, including oral, written and graphics skills
  - a. Oral communication skills
    - Students take SM 101
    - Students present research information in different classes
  - b. Writing skills
    - Students write scientific reports, reviews and essays in different courses
  - c. Graphic communication skills
    - Students get such skills in the laboratory sections of the required courses.
4. Computer literacy
  - a. Exposure to descriptive and inferential statistics in MOVESCI 250
  - b. Exposure in different research experiences and courses
5. Service Learning  
Students are expected to enroll in at least one course providing service-learning experiences.

## Movement Science Minor for Dance Majors

Kinesiology offers a minor in Movement Science to School of Music students only. The Movement Science minor is a course of study focused on the fundamental aspects of human performance. Upon completion of the minor, students will have a broad understanding of the biological and behavioral aspects of human movement.

A minor in Movement Science requires no less than 17 credits of course work that show structure and coherence. All 17 credits are taken in-residence. Students who declare and complete an approved academic minor will receive a notation on their student transcript but not on their diploma.

### Policies

1. Each student who wishes to complete an approved academic minor must develop a plan for the academic minor in consultation with a Movement Science faculty member, who must also approve it.

2. After developing a plan for an academic minor, the student works with the Kinesiology Office of Student Services to have the academic minor entered on the student's record.
3. An individually designed academic minor is not allowed.
4. Courses in the academic minor must be elected for a grade.
5. Students may not use more than one course to meet the requirements of both a concentration plan and an academic minor.
6. Courses elected to meet the requirements of an academic minor may be part of the student's area distribution plan.
7. A student must earn an overall GPA of at least 2.0 in the academic minor.
8. No course may be used to satisfy the requirements of more than one academic minor.

### **Required Courses**

1. Requirement courses. Students are required to take the following two courses:  
 MOVESCI 110 (3) - Biological and Behavioral Bases of Human Movement (Fall/Winter)  
 PHYSED 310 (5) - Applied Human Anatomy and Physiology (*MOVESCI 110*) (winter), or equivalent
2. Elective courses. Students choose courses that total 9 credit hours or more. Two of the courses must be Movement Science courses. Any Movement Science course at the 300 or 400 level can be elected except independent study courses. Other courses can be chosen from the following list.  
  
 AT 115 (3) - Prevention and Care of Athletic Injuries (winter)  
 MOVESCI 230 (4) – Human Musculoskeletal Anatomy (Fall/Winter)  
 MOVESCI 240 (3) - Introduction to Fitness and Health (fall)  
 MOVESCI 241 (3) - Exercise, Nutrition and Weight Control (Fall/Winter)  
 AT 326/PHYSED 326 (3) – Fundamentals of Strength and Conditioning (*PHYSED 310*) (Fall)  
 PHYSED 332 (3) - Principles of Motor Behavior (*PHYSED 310*) (winter)

## **The Physical Education Major**

The Physical Education major offers students' extensive preparation in education courses leading to K-12 certification, as well as providing students with strong preparation in the liberal arts. Students in Physical Education learn how to communicate to students of varying ages, abilities, and backgrounds the intellectual, physiological, and biomechanical concepts of physical activity. The Physical Education curriculum, including grades K-6 and grades 7-12 Methods courses required of all students, emphasizes the importance of understanding the role of family, community, and school in a student's educational experience, and of psychological and sociological factors that can influence learning. The directed teaching requirement provides students with the opportunity to gain practical teaching experience under the supervision of both K-12 and University faculty.

Students who complete the Physical Education program will receive a Bachelor of Science (B.S.) degree in Kinesiology and a Michigan Secondary Provisional Certificate (K-12). For further information about Physical Education Program requirements, admission procedures, and application deadlines, students should consult the Physical Education Chair within Kinesiology.

The School of Education Office of Student Services also assists students in applying to the program and reviewing Physical Education requirements. This office, along with the Kinesiology Office of Student Services and the Physical Education Chair are the three main sources of information and support for Physical Education students.

## Physical Education Admission Criteria

Students apply to the Physical Education Teacher Certification program with a second-level application through the School of Education. Each applicant is evaluated on the basis of probable success in teaching and availability of places in the program. Students may apply as sophomores to begin the program as juniors.

The criteria for admission include:

- A minimum 2.5 overall grade point average with particular attention given to courses required for certification.
- Experience with children (120 documented hours, minimum) that indicates a desire to teach; for example, experience as a tutor, camp counselor, coach, teacher's aide, or participation in the University of Michigan's Project Community, Project Outreach, U-Go Girls, or KidSport.
- Three recommendations from people able to address the student's potential to succeed as a teacher. One letter must be from an instructor or teaching assistant at the University level from the area of study in which the applicant wishes to complete his or her major.
- A statement of personal goals, which should include the applicant's commitment to education as a career.
- Copies of transcript (unofficial), SAT, and/or ACT scores.
- Passing score on the Michigan Test for Teacher Certification (MTTC) Basic Skills Test.

Prior to application students should have completed the following courses: English Composition (ENGLISH 125), Introduction to Psychology (PYSCH 111), and Public and Small Group Communication (SM 101). In addition, students should have made progress toward the Humanities, Natural Science, and Social Science Distribution Requirement as well as toward the major and minor requirements.

## Physical Education Admission Procedures

Students who wish teacher certification must formally apply to the University of Michigan Teacher Certification Program administered by the School of Education. Formal application to the certification program should occur during the sophomore year.

Students must have junior standing (a minimum of 54 credit hours) at the time of enrollment in the program. The application for admission to the Teacher Certification Program is obtained from and returned to the School of Education Office of Academic Services. Admission begins during fall term only. Consult with the Office of Academic Services in the School of Education for deadlines.

Students who are unable to meet the fall deadline (transfer students, post-degree students and others) should apply as soon as possible for consideration on a space-available basis. Consult the Physical Education Chair for further information.

Teaching certification candidates must also satisfactorily complete a certified minor program of study and complete a minimum of 130 credit hours. All students must have a minimum grade point average of 2.000 overall immediately prior to the term of directed teaching and at the time of graduation and/or the certificate recommendation. This is calculated using all University of Michigan courses which appear on a student's transcript.

Because all Michigan school districts now require a criminal background check via fingerprinting, all students admitted to the School of Education are required to submit to a background check during the semester of admittance. You will not be permitted to begin any kind of field experience (practicum or student teaching) until the School of Education has received the results of the background check. Please stop by the Teacher Education Coordination Office for details about how to get the fingerprinting done.

## Directed Teaching

Directed Teaching provides students with the opportunity to practice and refine their teaching skills under the supervision of Kinesiology faculty as well as teachers from local area schools. This important feature of the Physical Education program allows students to develop professional standards and abilities, to identify strengths and weaknesses in their teaching, and to ensure quality education for themselves and for their future students. The procedures for Directed Teaching are outlined below.

## Prerequisites for Enrolling in Directed Teaching

1. Attainment of senior status (84 credit hours completed).
2. A minimum 2.000 grade point average overall in all courses completed at the University of Michigan prior to the term of directed teaching.
3. A minimum 2.000 University of Michigan grade point average in both the concentration and minor.
4. Completion of the following courses: PHYSED 305, PHYSED 354, PHYSED 444, EDUC 307, EDUC 391 and EDUC 392 ("S" required in 307 and 305; "C" {2.000} or better required in 354, 391, and 444).
5. A passing score on the basic skills examination of the Michigan Test for Teacher Certification. (A passing score for the examination in each subject area in which a person is to be certified is required prior to being recommended for certification).



6. Approval of the Physical Education Faculty.

## Directed Teaching Requirements

PHYSED 415. Directed Teaching in Physical Education (6-12 credits.), must be elected for 12 credits. The Physical Education Chair must approve exceptions. This course is graded “S/U” and must be completed with a grade of “S.” Elementary and Secondary assignments require a commitment of five full days per week. The student teacher is required to attend the co-requisite two-credit Directed Teaching Seminar, PHYSED 414.

## Directed Teaching Application Procedures

All students admitted to the teacher certification program must apply before the third week of the term for directed teaching in subsequent terms. Students who do not apply at least one term prior to their projected directed teaching assignment might need to postpone their directed teaching to a later term.

The application must be obtained from and returned to the Directed Teaching Office in the School of Education. Late applications may result in a delay of directed teaching. Additional forms must be obtained and returned to the School of Education.

## Transcript

A student’s current University of Michigan transcript must be requested by the student and sent directly from the Transcript Office (555 LSA) to the Directed Teaching Office in the School of Education. For deadlines consult the Directed Teaching Office.

Directed teaching applications will not be processed without a current transcript from the University of Michigan. Official copies of any other relevant transcripts must be submitted to the Office of Academic Services, School of Education. Transcripts are needed to verify completion of all of the prerequisite courses and grade point averages. A copy of the Grade Report form covering all courses elected before directed teaching but not recorded on the above transcript must be submitted to the School of Education Office of Academic Services.

## Credits Required for the Degree

The Teacher’s Certificate will not be granted without the completion of a minimum of 130 credit hours and a Bachelor’s degree from the University of Michigan or an institution with an approved Physical Education Program.

## Certification

### Michigan Provisional Certificates

Upon successful completion of degree and certification requirements, graduates will be recommended to the State Board of Education for a Michigan State Secondary Provisional Certificate. Secondary certificates qualify the holder to teach their major(s) and minor(s) in grades 6-12. An academic plan in K-12 field, such as art, dance, library science, or physical education, usually is granted on a secondary certificate, but a K-12 field may be added to an elementary certificate.

The initial provisional certificate is valid for six years from the year of issuance, expiring on June 30th of that sixth year. Many other states will grant a certificate based on equivalency. To determine eligibility for a certificate in another state, contact the State Department of Education in that state.

### Certification Fees

In October 1988, Act 339 of the Public Acts of 1988 was passed by the State Legislature. This Act authorizes the collection of fees for teacher/administrator certification in Michigan and was implemented on April 1, 1989. Please be aware that upon recommendation to the State for a certificate, the applicant will be sent a Remittance Statement along with information on how to pay the required fee. The date of issuance for the certificate will be determined by the Michigan Department of Education based on when the fee has been paid.

Do not mail payment to the university or directly to the state department of education. Wait to receive the remittance statement before making payment.

### Teacher Certification Testing

Act 267 of the Public Acts of 1986 requires that persons preparing to be teachers in Michigan pass both a basic skills examination and an examination in each appropriate subject area in which they are to be certified. Such tests may be taken at different times and sites while enrolled in an approved teacher preparation program, but the basic skills test must be passed before a person is accepted into Teacher Certification.

The Department of Education utilizes a private testing service that assesses a fee for taking the basic skills and subject area examinations. Both the basic skills examination and subject area tests are determined and approved by the Michigan State Board of Education.

## Degree and Certificate Granting

The degree and certificate are granted at the end of the winter (April), spring/summer (August), or fall (December) term when the requirements have been completed. The University of Michigan grants the degree and recommends the granting of the certificate; the Michigan State Board of Education grants the certificate.

## Certification Residency Requirement

All students must complete a minimum of 20 credit hours in Education courses of which 10 credits, including PHYSED 305, EDUC 307, PHYSED 414, PHYSED 415, PHYSED 444, and PHYSED 354 must be elected while enrolled at the University of Michigan. For additional requirements, consult the School of Education.

## Michigan Professional Educators' Code of Ethics

Society has charged public education with trust and responsibility that requires of professional educators the highest ideals and quality service. The Michigan State Board of Education adopts this Code of Ethics to articulate the ethical standards to which professional educators are expected to adhere in their job performance. Approved by State Board of Education December 3, 2003.

The following ethical standards address the professional educator's commitment to the student and the profession.

1. Service toward common good - The professional educator's primary goal is to support the growth and development of all learners for the purpose of creating and sustaining an informed citizenry in a democratic society.
2. Mutual respect - Professional educators respect the inherent dignity and worth of each individual.
3. Equity - Professional educators advocate the practice of equity. The professional educator advocates for equal access to educational opportunities for each individual.
4. Diversity - Professional educators promote cross-cultural awareness by honoring and valuing individual differences and supporting the strengths of all individuals to ensure that instruction reflects the realities and diversity of the world.
5. Truth and honesty - Professional educators uphold personal and professional integrity and behave in a trustworthy manner. They adhere to acceptable social practices, current state law, state, and national student assessment guidelines, and exercise sound professional judgment.

## Criminal Convictions Policy

The School of Education has instituted the criminal convictions policy for prospective students, applicants, certified teachers seeking certificate renewal or elevation. This policy is subject to change in order to stay in compliance with Michigan's state laws for teacher certification requirements.

This policy is consistent with state and school district requirements in Michigan and, generally, elsewhere regarding the licensure and employment in schools of persons with criminal histories. The Michigan Legislature has stated, in Public Act 97 of the Public Acts of 1995, that "conviction of a crime...is considered to be reasonably and adversely related to the ability of the person to serve in an elementary or secondary school." Therefore, state law requires all teachers to be fingerprinted upon employment.

Additionally, effective January 1, 2006, Public Acts 129 through 131 and Public Act 138 of the Public Acts of 2005 provide that public school districts, public school academies, and nonpublic schools *shall not* employ, in any capacity, an individual who has been convicted of a listed offense (i.e., a crime that requires registration as a sex offender). These laws further provide that a public school district, public school academy, and nonpublic school may employ an individual who has been convicted of a non-listed felony offense *only* if the superintendent/chief administrator and school board/governing body each specifically approve the employment or work assignment in writing.

It is therefore the policy of Kinesiology and the School of Education that if an applicant to, or a student in, a program leading to teacher certification (provisional certification, renewal of certificate, or professional certificate) has declared, or the School otherwise becomes aware of, a prior felony or misdemeanor conviction, one or more of the following may occur, depending upon the School's review of the circumstances and the nature of the offense:

- The individual may be denied admission or asked to leave the program; or
- The individual may be permitted to continue in the teacher education program with the understanding that:
  - a school or school district may refuse to allow the student access to its schools and/or classrooms for required field experiences, including student teaching;
  - the State of Michigan may refuse to issue the student a teaching certificate, despite his/her successful completion of the teacher preparation program; and/or
  - The State of Michigan may issue the student a teaching certificate upon successful completion of the program, but schools or school districts, considering a criminal conviction in the context of an individual's qualifications for teaching, may choose not to hire the individual, or may not be legally permitted to do so.

Applicants, students, and those seeking a renewal or elevation of their teaching certificate, should note that, when the School submits names to the Michigan Department of Education (MDE) for teacher certification, the School is required to submit the names of teacher candidates who have criminal convictions separately from those without convictions. The MDE then investigates each criminal conviction before making a determination regarding teacher certification. Beginning January 1, 2006, MDE is requiring that all teacher candidates and those seeking certificate renewal or elevation with criminal convictions of any kind (felony or misdemeanor) submit to their teacher certification program a certified court document (Judgment of Sentence or Certified Register of Action) so that this certified court document can be submitted to MDE if the program later recommends the teacher candidate for certification.

**The Criminal Background Affidavit procedure occurs at four (4) stages of the program:**

- 1) Upon application to the program, an applicant must respond to criminal background questions on the application form, providing a statement of explanation if necessary;
- 2) Upon acceptance of an offer of admission, a student must complete the Criminal Background Affidavit #1 form;
- 3) Just prior to the beginning of the student teaching term, a student must complete the Criminal Background Affidavit #2 form; and
- 4) During the term of completion of certification requirements, a student must complete the Criminal Background Affidavit #3 form.

The student's signature on each affidavit must be witnessed by a notary public. These forms then become a part of the student's School of Education file. A student must answer, truthfully and completely, all questions listed on the Criminal Background Affidavit forms. If a student answers "Yes" to any of the questions on the affidavit, s/he will be asked to submit a statement of explanation. A student will not be recommended to the State of Michigan for teacher certification if all four of these steps have not been completed satisfactorily.

In addition to steps indicated here, a student is expected to notify the Office of Student Services immediately if a criminal conviction occurs at any time following his/her application to the School or during his/her enrollment in the program.

## Final Degree Check

In addition to completing a final degree check in the Kinesiology Office of Student Services, a student must make an appointment with a School of Education Office of Academic Services staff member for a final certification audit and to complete forms required for certification. Students should schedule this appointment during the term before the expected term of graduation. Consult with the Physical Education Chair for additional information.

## Physical Education Degree Requirements

Kinesiology students who wish to graduate in Physical Education must complete an academic plan of study (shown below) and a minor course of study.

- MOVESCI 340. Exercise Physiology (4 credits)
- PHYSED 251. Technology in Physical Education (3 credits) – *Must be taken concurrently with PHYSED 252.*
- PHYSED 252. Assessment in Physical Education (3 credits) – *Must be taken concurrently with PHYSED 251.*
- PHYSED 254. Fundamental Movement Skills in Children (3 credits)
- PHYSED 305. Practicum in Teaching Elementary Method (1 credits) - *Must be taken concurrently with PHYSED 354.*
- PHYSED 310. Applied Human Anatomy and Physiology (5 credits) (NS)
- PHYSED 216. First Aid and Safety Education (2 credits)
- PHYSED 331. Biomechanics of Sport (3 credits) - *requires MATH 105 and PHYSICS 125 proficiency*
- PHYSED 332. Principles of Motor Behavior (3 credits)
- PHYSED 336. K-12 Rhythm & Dance Activities (3 credits)
- PHYSED 349. Water Safety Instructor (2 credits)
- PHYSED 350. Tactical Approach to Invasion Games (3 credits)
- PHYSED 353. Net/Wall Games and Fitness (3 credits)
- PHYSED 354. Theory and Practice of Elementary Physical Education (3 credits) – *Must be taken concurrently with PHYED 305*
- PHYSED 414. Directed Teaching Seminar (1-2 credits) - *Must be taken concurrently with PHYSED 415.*
- PHYSED 415. Directed Teaching in Physical Education (6-12 credits) – *Must be taken concurrently with PHYSED 414.*
- PHYSED 425. Motor Behavior and Developmental Disabilities (3 credits)
- PHYSED 444. Methods of Teaching of Physical Education (3credits) – *Must be taken concurrently with EDUC 307 and EDUC 391.*
- SM 101. Public and Small Group Communication (3 credits) (HU)
- SM 111. Historical and Sociological Bases of Human Movement (3 credits) (SS)

### Requirements outside of Kinesiology:

- ENGLISH 125. College Writing (4 credits) *or equivalent.* This course may not be counted towards the Distribution Requirement. Must achieve a C or better.
- ENGLISH 225. Argumentative Writing (4 credits). (HU).
- MATH 105. Data, Functions, and Graphs (4 credits)
- PHYSICS 125. General Physics: Mechanics & Sound (4 credits) (NS)
- PSYCH 111. Introduction to Psychology (4 credits) (SS)
- PSYCH 250. Introduction to Developmental Psychology (4 credits) (SS)

### Required Courses within the School of Education:

- EDUC 307. Practicum in Teaching Methods (1-7 credits)
- EDUC 391. Educational Psychology and Human Development (3 credits)

- EDUC 392. Education in a Multicultural Society (3 credits)
- EDUC 402. Reading and Writing in Content Areas (3 credits)

## Distribution Requirements:

Students must complete the Distribution Requirement of a minimum of 12 credits in Natural Science and 9 hours each in Humanities and Social Science.

## The Physical Education Minor

Students not enrolled in Kinesiology may take the following minor program of study (24 credit hours):

- PHYSED 254. Fundamental Movement Skills in Children (3 credits) *or* PHYSED 425. Motor Behavior and Developmental Disabilities (3 credits) - *must be taken concurrently with EDUC 402 and EDUC 392.*
- PHYSED 310. Applied Human Anatomy & Physiology (5 credits)
- PHYSED 216. First Aid and Safety Education (2 credits)
- PHYSED 336. K-12 Rhythm and Dance Activities (3 credits)
- PHYSED 349. Water Safety Instructor/Lifeguard Instructor (3 credits)
- PHYSED 350. Tactical Approach to Invasion Games (3 credits)
- PHYSED 353. Net/Wall Games and Fitness (3 credits)

### Two courses from the following:

- MOVESCI 340. Exercise Physiology (4 credits)
- PHYSED 331. Biomechanics of Sport (3 credits) - *requires prerequisite of MATH 105 and PHYSICS 125*
- PHYSED 332. Principles of Motor Behavior (3 credits)

## Health Minor and Other Options:

Students must complete at least one concentration and one minor to be certified to teach. A second concentration may be substituted for the minor. Most Physical Education students complete a concentration in Physical Education and a minor in another field, which they will be certified to teach in the secondary schools; examples include English, math, and health.

Students should also consult the Concentrations and Minors section in the School of Education Bulletin to select a minor or second concentration and to verify requirements and grading policies. This Bulletin is available from the Office of Academic Services, 1033 School of Education Building. Students in the School of Education may elect Physical Education as a minor field on the secondary level, grades 6-12.

## Health Minor Requirements

Students choosing to complete the Kinesiology Health Minor also take the following courses:

- MOVESCI 241. Exercise, Nutrition and Weight Control (3 credits)
- PHYSED 265. Fitness, Wellness, and Lifestyle Management (3 credits)
- PHYSED 301. Coordinated School Health Programs (3 credits)
- PE 306. Practicum in Health Education (1 credit) - *must be taken concurrently with PHYSED 473*
- PHYSED 216. First Aid and Safety (2 credits)
- PHYSED 373. Issues in Health and Wellness (3 credits)
- PHYSED 473. School Health Programs (3 credits)
- PHYSED 475. HIV/AIDS, Other Communicable Diseases, and the Immune System (3 credits)

## The Sport Management Major

Sport Management (SM) leads to a Kinesiology Bachelor of Arts degree and provides students with outstanding preparation for entry-level professional positions in sport industries. During the first and second year (level-one) students must complete a series of required courses, make significant progress toward an additional set of strongly recommended foundation courses, and take distribution courses. Overall, level-one students are expected to complete at least 55 credit hours during these two years.

Advancement to the second level of the program (years three and four) is competitive. Highest consideration will be given to those students who have successfully completed all required and recommended courses. Courses taken during years three and four provide students with a strong knowledge base in sport-industry related management, marketing, finance, and organizational behavior. In addition, students will have the opportunity to take advanced courses that focus on specialized issues related to the business of sport. Students are encouraged to apply the knowledge they gained in the classroom through field experiences or internships in sport industries.

## Structure of Undergraduate Curriculum in Sport Management

### **Level One (years one and two)**

During the first two-years students must take four required courses in Kinesiology (one of which counts toward their required distribution credits) and three required courses outside of Kinesiology (two of which count toward distribution credits). In addition, students are expected to make significant progress toward completion of four additional courses designed to build core skills needed in the field of sport management, all of which also count as distribution credits (i.e., part of the 36 credits required in the



Humanities, Quantitative Reasoning/Natural Sciences, and Social Sciences). In sum, students are expected to complete a total of 55-60 credit hours over this two-year period.

***Election of these courses does not guarantee or presume advancement to the Sport Management Second-Level Program.***

**Sample Program:**

**First Year – Fall Courses (Total of 14 credit hours)**

- SM 101 (3 credits) - Public and Small Group Communication
- SM 111 (3 credits) - Historical and Sociological Aspects of Human Movement
- PSYCH 111 (4 credits) - Introduction to Psychology
- ENGLISH 125 (4 credits) - College Writing – *must earn a C or better*

**First Year – Winter Courses (Total of 15 credit hours)**

- MOVESCI 110 (3 credits) - Biological and Psychological Bases of Human Movement (NS)
- STATS 100 (4 credits) - Introduction to Statistical Reasoning  
*Or* STATS 350 (4 credits) - Introduction to Statistics & Data Analysis
- ENGLISH 225 (4 credits) - Argumentative Writing
- Humanities Distribution (4 credits)

**Second Year – Fall Courses (Total of 16 credit hours)**

- SM 203 (3 credits) – Introduction to Sport Management
- ECON 101 (4 credits) - Principles of Economics
- Humanities Distribution (4 credits)
- General Electives† (4 credits)

**Second Year – Winter Courses (Total of 15 credit hours)**

- ECON 102\*\* (4 credits) - Principles of Economics
- ACC 471/271 (3 credits) - Principles of Accounting
- General Electives† (8 credits)

\*\* indicates highly recommended courses in Level One

Below is a table that illustrates how Level One Required and Core Skills Courses fit into the 36 required distribution credits:

<b>Humanities</b>	<b>Natural Science</b>	<b>Social Sciences</b>
ENGLISH 225 (4 credits)	STATS 100 (4 credits)	PSYCH 111 (4 credits)
SM 101 (3 credits)	ACC 471/271 (3 credits)	ECON 101 (4 credits)
	<i>MOVESCI 110 (3 credits)</i>	
<i>additional 5 credits needed</i>	<i>additional 5 credits needed</i>	ECON 102 (4 credits)

## **Level Two (years three and four)**

Advancement to the second-level of the Sport Management major is competitive. Students are required to apply to the program during their sophomore year between November 1<sup>st</sup> and February 1<sup>st</sup>. Advancement is based on a variety of factors, including completion of required and recommended courses, completion of core skill courses, academic record, demonstrated interest, cumulative GPA, and experience in the field of sport management. Students should work closely with faculty and academic advisors when planning their academic schedule. Courses offered only fall or winter terms are designated. Students have some flexibility with course selection based upon course sequence, availability and advisor recommendations. Students interested in studying abroad should consult their faculty advisor, OSS advisor, or Kinesiology's Go Global program coordinator as soon as possible.

### **Third Year – Fall Courses (Total of 15 credit hours)**

- SM 331 - Economics of Sport
- SM 332 - Organizational Behavior of Sport Organizations
- SM 333 - Legal Aspects of Sport Administration
- SM 342 - Strategy of Sport Organizations
- Sport Management or General Electives†

### **Third Year – Winter Courses (Total of 15 credit hours)**

- SM 341 - Introduction to Sport Finance
- SM 346 - Principles of Marketing
- SM 349 - Research Methods for the Sport Industry
- Sport Management or General Electives†

### **Fourth Year – Fall Courses (Total 15 credit hours)**

- SM 434 - Sport Ethics
- SM 444 - Sales Management for the Sport Industry
- Sport Management or General Electives†

### **Fourth Year – Winter Courses (Total 15 credit hours)**

- Sport Management or General Electives†

Sport Management elective courses are projected to include the following:

SM 432 – Human Resource Management in Sport  
SM 437 – Psychological Aspects of Sport and Exercise  
SM 435 – Sport and the Consumer  
SM 433 – Sport and Public Policy  
SM 431 – Sport and the Media  
SM 436 – Race Relations, Cultural Images, and Sport  
SM 402 – Teaching Experience  
SM 403 – Internship  
SM 446 – Brand Strategies and Advertising Campaigns  
SM 470 – Independent Study

## SM 480 – Independent Reading

*Independent and experiential learning experiences have a maximum of ten (10) credits hours allowed toward the major. SM 390 cannot be taken for more than four (4) credit hours. SM 403 cannot be taken for more than six (6) credit hours (can be taken twice with a maximum of three credits each time).*

†Of the 33 elective credit hours, a minimum of 21 must be Sport Management; the remaining 12 credit hours should contribute to the student's professional development and growth. Suggested courses include, but are not limited to, ENGLISH 229, EECS 181, BIT 200, BIT 300, BIT 301, BIT 311, ECON 310, ECON 320, ECON 330. Students should work closely with their faculty advisor when determining the elective course work.

It should be noted that, in developing this program of study, we addressed the importance of providing students with the opportunity to select a significant number of courses beyond those that are required.

## Criteria for Advancement to Second Level of the Undergraduate Major in Sport Management

In order to advance to the second level of the program, students must apply during their sophomore year. Advancement is selective and based on a variety of factors, including:

- Completion of seven required courses specified on (page?)
- Completion of four strongly recommended core skills courses (page?)
- Completion of at least 55, and generally no more than 75, credit hours, including required, core skills, and distribution (liberal arts) course work by the beginning of year three
- A strong overall record of academic achievement in college course work (although there is no minimum grade point average required, applicants who are competitive for advancement to the program will typically present a B average or better in required and distribution course work)
- Demonstrated interest and/or experience in the field of sport management as reflected in the required written personal statement that accompanies the application for advancement

Applications are accepted between November 1 and February 1. The application is available through the Division of Kinesiology's Office of Student Services (734) 764-4472 or online at [www.kines.umich.edu](http://www.kines.umich.edu). Completed applications must be returned to the Office of Student Services, room 3745B. Advancement decisions are announced on or before March 15<sup>th</sup>.

## Sport Management and Ross School of Business Dual Degree Option

Students in Kinesiology or the Ross School of Business (RSB) have the option of applying for second-level admission to both schools and completing dual degree requirements with a minimum of 150 credit hours.

For more information please consult with your Kinesiology advisor and/or an advisor in the Ross School of Business.

## Undergraduate Academic Policies and Procedures

The policies and procedures described in this section govern the conduct of academic matters affecting students enrolled in Kinesiology. Exceptions to these policies may be granted only upon written petition through the Office of Student Services (OSS). Petition forms are available online and in the Office of Student Services.

Petitions involving the distribution requirements or transfer of credit for courses numbered 200 or below require will be acted upon by the Director of Student Services. Petitions involving course substitutions require approval of your faculty advisor and the curriculum chair for your major before review by the Director of Student Services.

## Course Load and Degree Progress

Full-time undergraduates may elect academic loads of 12-18 credits for a full term or 6-8 credits for a half-term (spring or summer). Exceptions to this policy are first-year and transfer students. First-year students are encouraged to elect 14-16 credits for their first full term.

Students who wish to elect loads exceeding 18 credits (full term) or 8 credits (half term) must obtain special approval from the Office of Student Services.

Students in Physical Education who wish to elect more than 17 hours during their term of directed teaching must petition for permission (contact the Physical Education Chair).

Students typically complete their degree program in 8-10 regular (fall and winter) terms of full-time study, or the equivalent. Students may require more or less time to complete their program. Since the considerations for determining academic loads and degree progress are often complex and personal, students are encouraged to discuss elections with an advisor each term. Students may track their own degree progress by using the Degree Progress Report option in the student center section of Wolverine Access.

## Class Standing

The number of credits earned toward a degree determines class standing:

- Freshman: fewer than 25 credits
- Sophomore: 25 through 54 credits
- Junior: 55 through 84 credits
- Senior: 85 credits or more

## Adding and Dropping Courses

Students are encouraged to finalize their schedules as early as possible and to discuss schedule changes with a Kinesiology advisor. It is advisable to contact instructors directly about adding a course after the first week of a term. Certain classes may have restrictions on allowing students to enter after the first week even if they appear open for registration on Wolverine Access.

During the first three weeks of the term students may drop, add, or swap classes on their own. After the first three (two weeks for the half term) students must have the signature of an OSS advisor. After the sixth week of a full term or second week of half term, students must petition both late adds and late drops, using the forms available in the Office of Student Services (OSS).

Dropping all of your classes for one semester is called a term withdrawal. Students are not able to complete a term withdraw online. See an OSS advisor for appropriate signatures.

Schedule changes during the **first three weeks** of a full term (or the first two weeks of a half term) should be approved by an OSS advisor. Schedule changes **after the third week** of the fall and winter terms require the written approval of an Office of Student Services (OSS) staff member. Late adds must be requested by submitting a [Late Add Request](#) form, available on the Kinesiology website or in OSS (3745 Kinesiology Building). Students considering schedule changes are encouraged to discuss their situation with a faculty advisor or advisor in OSS before the drop/add deadlines.

**Full Term (fall, winter, spring/summer)** – Late drops between the third and sixth week require the approval and signature of an OSS advisor and will receive a W on the transcript. The W indicates an official drop from the class and results in a fee for withdrawing after the drop deadline. Students must complete the Drop/Add form (available from OSS) after the third week

**Half Term (spring or summer)** – Late drops after the second week of a half-term require the approval and signature of an OSS advisor and will receive a W on the transcript. The W indicates an official drop from the class and results in a fee for withdrawing after the drop deadline. Students must complete the Drop/Add form (available from OSS) after the second week

All Kinesiology undergraduate students requesting to drop or add a course after these deadlines must complete a [Late Drop or Late Add Petition form](#) available in the Office of

Student Services. The course instructor and the student's advisor must sign Late Drop Petitions. The Director of Student Services will determine final approval. Drops during this period in the term are seen as a serious matter and should be requested only in circumstances that could not have been predicted or prevented by the student. Students are encouraged to meet with an OSS staff member regarding any situation in which they anticipate the need to drop a course. OSS staff will assess the situation and advise the student of various options.

First term freshmen petitioning a late drop will have a "W" designating withdrawal. At the end of the term the "W" will be removed. This applies only to student's whose first-term as a freshmen was in Kinesiology and only for that first term.

The following reasons will be considered sufficient (when appropriate evidence is presented) for approval of late drops:

1. Registration error.
2. The content of a course differs significantly from that described by the instructor during the first six weeks of the term.
3. Inappropriate class placement or inadequate prerequisites or foundation for course.
4. A change in the student's educational goals or objectives that may result in significant change of program or a cross-campus transfer.
5. Demonstrable personal conflict with the instructor.
6. Severe personal health problems.
7. Other severe and unforeseen problems which would adversely affect the student's ability to complete the course.

Students should make every effort to plan ahead throughout the term in order to prevent problems that may affect academic performance.

Any course dropped without permission will be recorded as an unofficial drop, designated on the transcript as ED, which is figured into the term and cumulative grade point average as an E.

An "NR" means "no report." An "NR" can only be assigned by the instructor. An "NR" is not calculated into the student's GPA, except for certain programs in which it is converted to an "ED". An "NR" is subject to lapsing to a failing grade ("ED").

## Withdrawal from the University

Students may withdraw completely from the University at any time during the term up until the last day of classes. A signature and approval is required from one of the staff members in the Office of Student Services. **STUDENTS CANNOT WITHDRAW COMPLETELY FROM A TERM ONLINE, EVEN PRIOR TO THE BEGINNING OF THE TERM.** Retroactive petitions for term withdrawal may be submitted only with exceptional and

compelling circumstances. Consult the Director Office of Student Services regarding this process. Withdrawals after the third week of the term result in transcript notations.

Students should be aware that the University fee structure has specific deadlines that are posted on the Registrar's website [www.umich.edu/~regoff/calendar/fa06deadlines.html](http://www.umich.edu/~regoff/calendar/fa06deadlines.html).

## Repetition of Courses

If a course was taken in residence and a grade of A+ through C-, P, CR, or S was earned, then repetition of this course results in no additional credit or honor points. The course and grade appear on the transcript with the notation "Not for Credit." A student repeating a course in which D+ through D- was previously earned will receive honor points but no additional credit toward a degree. The course appears on the transcript with the notation "Repetition." Repetition of a course in which an E, F, or U grade was originally earned produces both credits toward a degree and honor points for courses elected on the graded pattern; there is no special transcript notation. In all such cases, the first election and grade earned remain on the transcript. The grades earned by repetition of courses are not averaged and posted as a single entry; but are posted as separate elections.

## Special Kinds of Academic Credit

### Independent Study

Credit toward graduation will be given for up to ten hours of independent study. All ten credits may be taken within Kinesiology.

Students wishing to participate in an independent study course must complete the [Kinesiology Independent Study Contract](#) including required signatures. The form is available in the Office of Student Services or on the website. The student must also notify their faculty advisor of independent study courses taken outside Kinesiology. Since independent study options differ among the four-degree programs, students should be sure to consult their degree requirements and faculty advisor for specific information.

Kinesiology courses identified as independent study are:

- AT 488
- MOVESCI 380
- MOVESCI 382
- MOVESCI 384
- MOVESCI 488
- PHYSED 370
- PHYSED 380
- PHYSED 470
- SM 370
- SM 380
- SM 402
- SM 470

To be eligible for Kinesiology independent study courses a student must have completed a minimum of 54 credit hours. A student must have a minimum 3.000 G.P.A. overall

prior to enrolling in MOVESCI 382 or MOVESCI 384. Independent study course credit hours vary. See your faculty advisor for more information.

## **Internships**

The primary purpose of an internship is to give the student the opportunity to apply theory in a real work setting and to develop skills essential to that setting. In addition, it may help the student review and revise career/study plans and/or find the first professional position.

### **Eligibility**

Undergraduate students are eligible to get academic credit for an internship. It is highly recommended, but not required that a student be of junior standing. A student must have a minimum GPA of 2.0 overall and 2.3 in his/her major.

### **Academic Credit**

1. Each internship may be elected for SM 403 (1-4cr.) or MOVESCI 403 (1-4cr.).
2. No more than one internship may be counted toward fulfillment of the BA/BS in Kinesiology degree.
3. No more than one internship may be counted toward fulfillment of a Kinesiology graduate degree.
4. A student must work 50 hours “on the job” for each earned credit.
5. A student will be required to pay for the number of credit hours assigned.

### **Grading**

A student will receive a grade of S/U.

### **Responsibilities of the Intern**

1. Meet with Internship Coordinator to discuss internship sites, policies, procedures, etc.
2. Complete Internship Contract, Disclaimer, and Learning Contract with Faculty advisor. Submit copy to each of the participating parties: Faculty advisor, Internship Coordinator, and employment supervisor.
3. Obtain override for course from Internship Coordinator.\*
4. Maintain a daily journal during the internship. See that the Internship Coordinator receives a copy of the journal to review three weeks after the beginning of the internship, and again at midterm and the end of the internship.
5. Submit a five (5) page final report to the Internship Coordinator which should include: an overall description of the internship, agency, work expectations and duties, and an evaluation of your experience based on your learning objectives, career goals, and preparation. Relate your evaluation statements to specific events in the internship.



6. Give the midterm and final evaluation forms to the site supervisor and ask that they be returned to the Internship Coordinator.
7. Make sure all completed work is returned to:

Martha Reck, Internship Coordinator  
University of Michigan Kinesiology  
1163 Observatory Lodge  
1402 Washington Heights.  
Ann Arbor, MI 48109-2013  
[mrreck@umich.edu](mailto:mrreck@umich.edu)

8. Review the mid-term and final evaluation form with the employer prior to the completion of the internship.
9. Complete the internship site survey and return it to the Internship Coordinator.

\*The override will only be given once the Internship Coordinator has received a signed copy of the Internship Contract and Disclaimer.

### **Responsibilities of Faculty Advisor**

1. Advise student on choosing site and on terms of the Internship and Learning Contracts.
2. Review and evaluate required materials submitted by intern.
3. Discuss final evaluation with intern.
4. Submit students grade (S/U) to Internship Coordinator at completion of internship.

### **Responsibility of Internship Coordinator**

1. Advise student on choosing internship site.
2. Maintain names and contact information of internship sites.
3. Create new, and maintain old, relationships with internship sites.
4. Assist potential interns in contacting organizational supervisors.
5. Assist in the planning, implementation, and evaluation of the internship.
6. Submit all completed work to the appropriate Faculty advisor for grading.
7. Maintain database with completed work.
8. Submit final grades to Registrar's Office for official recording.

### **Responsibilities of Organizational Site Supervisor**

*It is imperative that the site supervisor play an active role in the planning, implementation, and evaluation of the internship.*

**Effective Planning:** The position, project, or other form of assignment should be carefully defined, and all parties should have a clear understanding about what is expected in terms of both productivity and educational growth.

**Supporting Structures:** The supervisor must see that the intern is provided with space, contact with other personnel, materials and supplies, equipment, and basic information on how to accomplish the objectives of the internship.

**Orientation:** From the beginning of the internship, it is important that the intern understand the objectives of the assignment and of the setting in which he/she is to be placed.

**Schedule:** The intern should be made aware of the supervisor's expectations with respect to reporting periods, consultations, dates for initial steps to be taken, and likely deadlines for different stages of the job.

**Guidance and Direction:** Thorough supervisory attention of the intern's progress, standards of performance should be stressed and accomplishment of work measured. The supervisor will complete a midterm and final evaluation form and discuss the evaluations with the student. Both the midterm and final evaluation forms should be returned to the Internship Coordinator.

**Completion:** The supervisor should help the intern recognize the necessity of drawing activities to a close as the internship ends. During the final evaluation, the supervisor should discuss the intern's progress and contribution to the organization.

## Field Experience (Experiential Learning)

Field experience credit is available through Kinesiology as well as several departments within LSA. Two popular field experience courses in LSA include Project Community (Sociology Department) and Project Outreach (Psychology Department).

Courses within Kinesiology include: AT 461, 402 and 403; MOVESCI 280, 390, 391, and 403; PHYSED 280, 390, and 402; and SM 280, 390, 402, 403. Since field experience options differ among the four-degree programs, students are expected to consult their faculty advisor for specific information.

## Study Abroad

In the Division of Kinesiology, we encourage students to take advantage of the educational opportunities that are offered through study abroad. The Center for Global Opportunities in Kinesiology was established. With advance planning, students can study abroad in any of the four academic majors. **Here's how:**

1. Apply for or renew your passport.
2. Begin reviewing options freshman year; use the extensive GoGlobal Resource Guide, available at [www.kines.umich.edu/goglobal](http://www.kines.umich.edu/goglobal).
3. Enroll in foreign language courses your first semester. Most study abroad programs require four or five semesters for coursework taught in this language.

4. Talk to your faculty advisor or OSS advisor to determine how study abroad fits into your overall program of study. Spring or summer study programs may fit better with some majors, especially AT and PE.
5. Learn about semester long Kinesiology sponsored exchange programs in Spain, the Netherlands, England and Australia. Pay UM tuition and earn in-residence credit in your major. Attend events sponsored by the Center for Global Opportunities in Kinesiology, including presentations by Kinesiology students who've studied abroad. Review profiles of Kinesiology students on the GoGlobal website.
6. Attend events sponsored by the Office of International Programs, especially the study abroad fair held every September at the Michigan Union.
7. Start thinking about where and when you want to study abroad. Freshman year for a few weeks? Junior year for a semester? Complete the on-line needs assessment.
8. Read GoGlobal! emails about relevant programs, upcoming events, funding sources and application deadlines. Kinesiology sponsored GoGlobal travel award applications due April 15 and Nov 15.
9. Schedule initial meeting with Kinesiology's International Program Coordinator [Sandy Wiley](#) and discuss your preliminary plans and ideas, Room 2110 Observatory Lodge or [swiley@umich.edu](mailto:swiley@umich.edu).
10. Select the program that best meets your needs and begin the application process 6-12 months before your departure date.

**Kinesiology Exchange Programs.** The Center for Global Opportunities has established semester-long exchange agreements with a number of leading universities around the world. Current programs are offered in Australia, England, Spain, and the Netherlands. Proficiency in the Spanish or Dutch language is required for the programs in Spain and the Netherlands.

**How credits transfer.** If you enroll in programs sponsored by the Center for Global Opportunities in Kinesiology or the UM [Office of International Programs \(OIP\)](#), courses will appear on your transcript just as if you were taking them on the Ann Arbor campus. If you enroll in a non-UM program, you need pre-approval before courses will be considered for transfer credit.

**What kind of credit?** Unless students enroll in a Kinesiology exchange program, most students elect to take [distribution credit](#) while studying abroad, so it's important to plan early and discuss your plans with your academic advisor. Courses that are specific to your major (professional or concentration credit) may be taken abroad for credit with faculty pre-approval. For example, an Exercise Physiology or International Marketing

course would have to be evaluated and approved by the faculty advisor before the course could fulfill a requirement for Movement Science or Sport Management.

**Transfer credit.** To determine if a course has already been approved for transfer, review the LS&A [Transfer Credit Web page](#) and select “Foreign Colleges and Universities.” If the course isn’t listed, it must be pre-evaluated by Undergraduate Admissions, using a [pre-evaluation form](#). Before requesting evaluation of a course not listed on the LS&A transfer credit web page, you will need a detailed course description and, in some cases, the course syllabus. See your OSS and faculty advisors for more information on course evaluation and ask them to complete the [Advisor Approval form](#).

**Registering for classes while abroad.** Because it can be challenging while you are abroad to pre-register for courses without easy access to an advisor, before leaving for a study abroad program, discuss your course selections for the next term with your faculty or OSS advisor.

If you’re studying through a non-UM study abroad program, early registration and getting an appointment to register must be taken care of through the Registrar’s Office. Get a pre-registration appointment for your return semester at UM by calling the [Registrar’s Student Services Office](#) at (734) 647-3507. Please note that your appointment time will be at the end of your registration group at 7 pm. When your pre-registration appointment has been assigned, ask your OSS advisor to fax a signed letter stating the number of credits you expect to receive on your study abroad program to the [Registrar’s Office](#) at (734) 763-9053.

## Transfer Credit

Students who transfer from a two-year college are permitted 60 transfer credits (62 if an Associate's degree requiring 62 credits has been completed). Students who have completed 60 credits toward Kinesiology degree cannot earn degree credit for courses elected at a two-year college.

Up to 60 credits may be transferred from the Flint and Dearborn campuses of the University of Michigan. Courses completed at these campuses are defined as *out-of-residence* credit (effective September 1, 1976), even though they carry Michigan Honor Points.

Even if a course is transferable, credit is not allowed if the final grade earned is "C-" or lower. This includes all transferable credit earned outside the University of Michigan. (All credits and grades from the University of Michigan Dearborn and Flint campuses transfer.)

Students often elect a college course while in high school through a dual enrollment program. There are two situations where these courses will not transfer. Credit is not given when the course is taught with only high school students in the class or where the

course is used to meet the minimum academic requirement that the College expects of all new students (*e.g.*, four years of English).

Credit cannot be transferred from another school if that credit is also being counted toward another baccalaureate or graduate or professional degree.

Students interested in electing out-of-residence credit should consult *in advance* the Office of Undergraduate Admissions (where an information sheet is available) about transfer equivalencies and an academic advisor about the appropriateness of the intended elections. Tables of transfer equivalencies are available on the College of Literature Science and Arts (LSA) website at:

[https://www.lsa.umich.edu/lsa/students/req\\_conversion/](https://www.lsa.umich.edu/lsa/students/req_conversion/). The *Out-of-Residence form* is available from: <http://www.admissions.umich.edu/oor/UM-OOR.html>.

Kinesiology students who elect courses which duplicate Advanced Placement or transfer credit will receive degree credit and honor points (for graded courses) for the Kinesiology election while credit for the duplicated Advanced Placement or transfer courses will be deducted. The only exceptions to this policy are courses transferred from another school or college on the Ann Arbor campus of the University of Michigan or from UM-Flint or UM-Dearborn. In these cases, courses elected in Kinesiology which duplicate the transfer courses are posted on the academic record as "repetitions" or "not for credit" elections. The original course elections continue to appear on the academic record for degree credit, and grades earned in these courses continue to be computed in the grade point average.

Students electing courses in Kinesiology which are prior to those in a course sequence for credits already awarded via transfer credit will have the transferred credits deducted, and the credits and honor points earned by the Kinesiology elections will stand. This could mean losing credit for several courses while retaining credit for only one (for example, transfer credit for one or more terms of foreign language can be deducted because of subsequently completing the first term of that language at the University of Michigan).

An official transcript of the completed transfer work should be sent to the Office of Undergraduate Admissions, 1220 Student Activities Building, University of Michigan, Ann Arbor, MI 48109-1316.

### **Senior Residency**

Transfer credit is defined as out-of-residence. At least 24 of a Kinesiology student's final 30 credits towards graduation must be completed in residence (on the Ann Arbor campus or through UM-Ann Arbor sponsored study abroad).

Appropriate transfer credits earned at accredited institutions will be accepted by Kinesiology provided that a grade of "C" (2.000) or higher has been earned in the course(s) to be transferred. Grades and grade point averages do not transfer from institutions outside the University of Michigan, and do not appear on the Kinesiology transcript. Students admitted with advanced standing will receive a copy of their credit evaluation to aid them in program planning and course selection.

### **Transfer Credit: GPA/Honor Point Information**

- The GPA does transfer to Kinesiology when students enter Kinesiology from another unit of the UM–Ann Arbor campus (e.g., College of Engineering, School of Music)
- The GPA does transfer to Kinesiology from the UM–Flint or UM–Dearborn campus. Credit is granted for courses passed with a D- or better, is considered out-of-residence, and honor points are posted.
- The GPA does not transfer from non-UM schools. Transferable credit earned at another institution is posted (without honor points) if the student’s grade for the course work is C or better.

### **Prerequisites and Course Equivalents**

Prerequisites appear in italics after the course title. Some prerequisites are advisory. They suggest the assumed background or level of academic experience, and students should be guided by these statements. Some prerequisites are mandatory and are enforced at the point of registration.

Prerequisites are of three types:

- **Courses.** Unless otherwise stated, the phrase “or equivalent” may be considered an implicit part of the prerequisite for any course. When a student has satisfactorily completed a course(s) at the required level of competency and when that course is believed to be substantially equivalent to one listed as a prerequisite, the student must consult the instructor or department. If equivalency is determined to have been satisfied, election may be approved by issuance of electronic permission.
- **Class standing** (first-year, sophomore, junior, senior). A course might be appropriate for “First and second year students only”, or for “juniors and seniors”.
- **Permission of Instructor.** The phrase “or permission of instructor” may be considered an implicit part of the statement of prerequisites for any course. When permission is a stated requirement, or when a student does not have the stated prerequisite for a course but can give evidence of sufficient background, the student should obtain approval from the instructor or department concerned and an electronic permission will be issued.

Pre-approved course equivalents include, but are not limited to:

1. English 125 equivalences
2. STATS 350 & MOVESCI 250 for transfer students

### **Advanced Placement Credit**

Advanced placement credit is given for students who have taken examinations through the College Level Examination program of the College Entrance Examination Committee here at the University. Standards for the award of credit are available from the University’s Undergraduate Admissions Office ([www.admissions.umich.edu](http://www.admissions.umich.edu)). Kinesiology follows LS&A’s guidelines for Advance Placement Credit. Advance

placement may satisfy prerequisite requirements. Consult the UM policy (at the link above) for specific information about AP credit for Biology and Calculus.

## Retroactive Credit for Foreign Languages

Several foreign language departments in the have arranged for students with high-level placements to receive additional credit if they successfully complete coursework at the University. Students eligible to receive retroactive language credit should complete the [Application for Retroactive Credit](#) form available in OSS or on the Kinesiology web site after successfully completing required coursework. Specific information is available in the LSA Bulletin at <http://cms.lsa.umich.edu/lsa/detail/0,2034,12266%255Farticle%255F867,00.html>.

## Pass/Fail Option

Kinesiology offers a pass/fail grading option to encourage students to explore academic disciplines and courses within the University.

You may elect one course outside of Kinesiology each term on a pass/fail basis under the following guidelines:

1. A maximum of four courses outside of Kinesiology and not specifically required for degree may be elected on a pass/fail basis (no more than one per term). This does not include courses that are mandatory credit/no credit or satisfactory/unsatisfactory.
2. A change in grading pattern is not permitted after the first three weeks of a full term or first two weeks of a half term. The grading pattern must be indicated on the official class schedule printout. Petitions requesting a change of pass/fail to a letter grade or vice versa after the first three weeks of the term may be considered only in compelling circumstances and should be submitted to the Director of OSS.
3. The course(s) elected pass/fail will carry graduation credit but no honor points.
4. Instructors will report grades as usual A + through E. The Office of the Registrar will then translate the grades as follows:
  - A grade of A + through C - shall be entered on the transcript as P (pass-for credit).
  - A grade of D + or lower shall be entered on the transcript as F (fail-no credit).
5. Kinesiology courses and courses required for Kinesiology degree programs may not be elected as pass/fail. Keep in mind graduate schools prefer to see graded courses in your major.

## Program Petition for Substitutions and Waivers

Students have the right to petition or appeal undergraduate program policies. Petitions should be discussed with an OSS advisor prior to submission. Requests for substitutions or waivers for courses listed as 200-level or below require only approval from the Director of OSS. Any other requests for deviation from degree requirements require

faculty advisor approval and approval by the Department Curriculum Representative prior to consideration by the Director of OSS.

If a student wishes to appeal a negative decision about a petition, the student may request the Director of Student Services take the petition to:

1. the curricular appointee for exceptions to the content of the major
2. The Curriculum Committee for exceptions for all other issues.

The petition should include relevant information, a chronology of events (if appropriate), and documentation that you believe supports the specific request and justifies the granting of an exception. Documentation might include medical documentation, proofs of non-attendance, or statements from instructors are all examples of documentation, which may be submitted with a petition.

The Program Petition Form (found online at <http://www.kines.umich.edu/advising/PrgmPet.pdf>) and all supporting documentation should be sent to the Office of Student Services, 1402 Washington Heights, Ann Arbor, MI 48109 or you may fax them to 734-647-2808.

The Office of Student Services welcomes hearing from students and will assist with concerns or problems that arise regarding the petition or appeal process.

## Student Records

The Office of Student Services maintains admissions and advising files. Students who wish to review their advising files may do so by scheduling an appointment with an OSS staff member. Students have the right to examine and request duplicate copies of all materials in their own academic files. Students may also add clarifying notes and other materials to their advising files at any time.

The Family Education Rights and Privacy Act of 1974 is observed for all matters relating to student records. The official University of Michigan policy on student rights and student records is found at [www.umich.edu/~regoff/ferpa](http://www.umich.edu/~regoff/ferpa).

Access to student advising files is restricted to academic and faculty advisors and administrative and clerical staff in the Office of Student Services.

## Academic Records and Transcripts

The Academic Record is the official record of a student's course elections, grades, and credits earned toward a degree. It is stored electronically. The transcript contains the cumulative record of a student's enrollment. When degree requirements have been satisfied and a student has graduated, the degree earned is posted on the transcript.



Kinesiology academic records are maintained in the Office of Student Services and by the Office of the University Registrar. Students who believe an error has been made on their transcripts should contact the Recorder in the Office of Student Services.

Official transcripts and unofficial academic reports are available from the Registrar's Office or can be ordered on line from Wolverine Access. Normally the processing of transcript requests takes a few days. Students should be aware that at the end of each semester the process is likely to be delayed due to grade posting.

## Transcript Notations

**CR/NC (Credit/No Credit):** If the instructor of a mandatory credit/no credit course decides a student's work deserves credit, CR (Credit) is posted on the transcript. If the instructor decides that a student's work does not justify the awarding of credit, NC (no credit) is posted on the transcript. Courses designated CR earns credit toward degree but no honor points. Courses designated NC earns neither credit nor honor points.

**ED (Unofficial Drop):** Courses dropped without permission will be designated on the transcript with a grade of ED (Unofficial Drop). The ED is figured into the term and cumulative grade point average as an E and is considered a completed failed course.

**I (Incomplete):** Students are expected to complete their courses and submit all coursework on time. If a student is unable to complete all requirements for a course on time, but has only a small amount of work remaining unfinished at the end of a term, the student may negotiate an incomplete grade with the instructor. Given the approval of the instructor, a student may earn an incomplete (I on the transcript) for a course in which a small amount of the work remains unfinished at the end of the term. All unfinished work must be submitted to the instructor within four weeks after the beginning of the next full or half term in which the student is enrolled.

The instructor then has a short period of time to submit the grade to the registrar's office. If the student fails to complete the work to the instructor's satisfaction and within the four-week time limit, the I will automatically lapse to an E and no credit will be granted for the course. Students who are unable to complete the remaining coursework by the deadline may, with the instructor's permission, petition for an extension of time through the Office of Student Services.

**NR (No Report):** A notation of NR on the transcript signifies that the instructor has not reported a grade. A grade of NR is calculated in the term and cumulative grade point average as an E. If the NR is not resolved within four weeks after the beginning of the next fall or winter term in which the student is enrolled, the notation will automatically lapse to an E.

**P/F (Pass/Fail):** Students in good academic standing may elect a total of four courses outside Kinesiology on a pass/fail basis, but no more than one per term in addition, no course specifically required for a major in Kinesiology may be elected pass/fail.

Instructors report grades as usual to the Office of the Registrar, which then translates the grades as follows: A+ through C- = P (credit but no honor points); D + or lower = F (no credit and no honor points).

**S/U (Satisfactory/Unsatisfactory):** Some courses, particularly in the area of field experience, are graded S and U only. Students may not petition for any other grade in these courses.

**W (Withdrawal):** The notation of withdrawal indicates that the course was dropped officially after the third week of a full term or the second week of a half term.

**X (Absent from Examination):** Final examinations are given in accordance with the schedule published in each term's Time Schedule. Students who miss the final examination but have completed all other work for a course will receive a notation of X. Policies for resolving X grades are the same as those for an I.

**##** - Indicates the student's name appears on the class roster, but the instructor did not submit a grade for the student.

**Blank** – No grades were submitted by the instructor for the class roster. ## and blank grades will be treated like an Incomplete (I) and initially will not be calculated into the term or cumulative grade point average. The student will have until the end of the first four weeks of the following fall or winter term to resolve the grade, or it will lapse to an E and be considered a failing grade which will then be calculated into the term and cumulative grade point average.

## Auditing Courses (Visitor Status)

Students are expected to elect courses for credit. Occasionally, however, a student may wish to attend a course but not elect it for credit, in which case he/she may officially audit a course. An official audit obligates a student to attend classes regularly and complete course requirements (for example, papers, laboratory assignments, tests, and the final examination). Regular tuition fees apply, and the course appears on the transcript with the notation VI (Visitor); no grade is posted and no degree credit earned.

To arrange an official audit, a student must submit a written statement, signed by the student and the instructor, to the Office of Student Services. The statement must indicate the reasons for the official audit and outline the student's obligation to fulfill course requirements. Students should obtain approval for an official audit from the Office of Student Services before electing the course.

Students who do not fulfill course requirements earn the grade ED to indicate that the course was unofficially dropped. In these special cases, the term and cumulative grade point averages remain unaffected. A course elected as an official audit without permission will be posted on the transcript as an unapproved election. The Office of the Registrar for both approved and unapproved audits assesses tuition.

# Academic Honors

## University Honors

Students who earn a minimum of 14 credits in courses which include 12 credits elected on a graded basis (A-E) and who earn a 3.5 grade point average are eligible for University Honors. This distinction is posted on a student's transcript by the Office of the Registrar in the winter semester. Students who receive this honor two consecutive terms will be invited to attend the annual Honors Convocation.

## Degrees with Distinction

Degrees with distinction are awarded on the basis of rank in class. Students who have completed at least 58 credits in residence, at least 45 of which are "graded" (A+ to D-), and rank in the top 3% of their class are recommended for a degree "with Highest Distinction." Those students who rank in the top 10% of their class but not in the top 3% are recommended for a degree "with High Distinction." Those students who rank in the top 25% of their class but not in the top 10% are recommended for a degree "with Distinction." A notation is made on the diploma and the transcript. The GPA ranges for the distinction notations are determined each May, based on the cumulative GPAs of Kinesiology graduates of the May degree period. Those same numbers are used for the August and December degree periods of that calendar year.

## Grading System

Kinesiology uses this grading system:

<u>Grade</u>	<u>Honor Points</u>
A+	4.0
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D+	1.3
D	1.0
D-	0.7
E	0.0

## Honor Points

### **Honor Point Deficit Calculation:**

Use Cumulative totals to calculate cumulative deficit; use Term totals to calculate term deficit. Totals reflect the number of B grade credits needed to raise the cumulative or term GPA to 2.0.

$(\text{Michigan Semester Hours (MSH)} \times 2) - \text{Michigan Honor Points (MHP)} = \text{Honor Point Deficit}$

Note: GPA is calculated by dividing Michigan Honor Points (MHP) by Michigan Semester Hours (MSH)

The honor points earned for a course are calculated by multiplying the number of credit hours for which the course was elected by the honor point value of the grade received in the course. For example, a 3-hour course with a grade of B is worth 9 honor points. The grade point average is obtained by dividing the total number of honor points earned by the total number of hours elected with honor point credit.

## Academic Standing and Probation

At the end of each term the records of all students whose **term** or **overall** grade point average has fallen below a 2.000 are reviewed by the Academic Review Committee for academic probation actions. Each student placed on academic probation is dealt with on an individual basis. Probation notification will be sent to students via U.S. mail and email. Students who believe they may receive a term or overall GPA below 2.000 should meet with their OSS advisor prior to the end of the term or immediately upon receipt of their grades. Students are responsible for updating address information in Wolverine Access.

Students must be in good standing (an overall grade point average of at least 2.000) in order to be considered eligible for graduation from Kinesiology. For directed teaching and teacher certification, students need a 2.5 GPA calculated separately in the major and the minor. Athletic Training majors must also meet the specified minimum GPA requirements of the Athletic Training Major.

### **Kinesiology probationary actions are listed below:**

**Action Pending for Dismissal (AP)** - Students may be placed on Action Pending for Dismissal for a variety of reasons: if their earned or unearned grades have caused their term or cumulative grade point average to fall below 2.000; if they have an unusual number of Incomplete grades for a term; if the Academic Review Committee feels more information is necessary to make an appropriate decision about pending dismissal or because the student is not enrolled in a Kinesiology degree program. Students who do not

respond to the Action Pending for Dismissal notice within five business days may be automatically dismissed. Students must meet with an OSS advisor to review their academic performance. Final action, which may be dismissal, will be based upon the results of that meeting and investigation.

**Probation (PRO)** - If a student's term or overall grade point average falls slightly below 2.000, he or she will be placed on Academic Probation. Students placed on probation will be informed of their probationary status by email followed with a letter outlining the terms of their probation which includes meeting with an OSS advisor and developing a plan for academic success. Students on probation are expected to raise their cumulative grade point average to at least 2.000 during their next term in Kinesiology.

**Probation with Warning for Dismissal (PW)** - Students may be placed on Probation with Warning for Dismissal if their term GPA is below 2.000 for a second consecutive term, or if their cumulative GPA is below 2.000. Students on Probation with Warning are experiencing recurrent or severe academic difficulties. Students who demonstrate incremental improvement in grades during subsequent terms, but whose GPAs remain below 2.0, may be allowed to continue on Probation with Warning until they achieve a cumulative GPA of 2.0. Students are required to meet with an OSS advisor to develop a plan for academic success. If a student shows no improvement during the term following placement of the initial Probation with Warning, the student may be dismissed from Kinesiology.

All students on Probation or Probation with Warning are expected to meet with an OSS Academic Advisor. Students on Probation may be required to create a Contract for Academic Probation. This contract will specify the steps the student must take to return to good academic standing. The contract will be completed and signed by the student, advisor, and the Director of OSS. The contract will become part of the student's academic file. Students may be required to meet regularly with their OSS advisor to review their progress throughout the term. The terms of this contract will provide the criteria for future probation decisions.

**Record Clear (RC)** – A student who is on Probation or Probation with Warning who achieves a **cumulative** grade point average of 2.000 will have their probation lifted. It is important that students maintain a term and cumulative grade point average at or above 2.000 to remain in good standing.

**Academic Dismissal (NTR)** - Students who have been on Probation or Probation with Warning may be dismissed from Kinesiology if they are not making adequate progress toward achieving a cumulative grade point average of 2.000. On occasion, a student may be dismissed without ever having been placed on probation. This includes students not following Kinesiology degree programs and/or not enrolled in a Kinesiology degree program beginning their junior year.

When reaching a decision involving academic dismissal, Kinesiology considers the student's academic career and progress toward their degree as well as any extenuating circumstances.

Students who are dismissed are encouraged to meet with the Director of Student Services to discuss options. Appeals may be submitted if additional information (not previously recorded) is available. Students may petition the Director of Students Services for reinstatement after one full semester with supporting documentation for academic success upon return. Typically students require two semesters to document readiness to return.

## Student Integrity and Academic Misconduct

The case of each student whose academic or nonacademic conduct is deemed unsatisfactory is reviewed in accordance with Kinesiology disciplinary procedures. Violations of ethical behavior include but are not limited to plagiarism, cheating, fabrication, aiding and abetting dishonesty, and falsification of records.

### Definitions

**Plagiarism** means submitting a piece of work (such as an essay, research paper, assignment, lab report) which in part or in whole is not the student's own work and which does not correctly credit those sources to their original author.

**Cheating** means using unauthorized notes, study aids, or information from another student's paper on an examination; altering a graded work after it has been returned and then submitting the work for re-grading; and allowing another person to do one's work and to submit the work under one's own name.

**Fabrication** means presenting data that were not gathered in accordance with guidelines defining the appropriate methods for collecting or generating data and failing to include a substantially accurate account of the method by which the data were gathered.

**Aiding and abetting** dishonesty means providing material or information to another person with knowledge that these materials or information will be used improperly.

**Falsification of records** and official documents involves altering documents affecting academic records or forging an authorizing signature or information on an official academic document, including an election form, grade report, letter of permission, or petition.

### Policy

Faculty members will define any special considerations for academic misconduct in their course on the syllabus and help students understand what uses may be made of the work of others and under what conditions. Students are responsible for understanding the

definitions of Academic Misconduct as specified in the Bulletin for each school in which classes are taken.

## Procedure

Faculty members who believe that a case of Academic Misconduct has occurred, whether in Kinesiology or in another school, may question the student directly. If the student accepts responsibility for the misconduct, the faculty member may institute action immediately following guidelines determined by Kinesiology faculty. For a minor, first time offense, the faculty member may notify the Academic Program Coordinator with the facts of the case and request assistance.

With or without input from Academic Program Coordinator regarding the action to be taken, subsequently faculty members shall share with the Academic Program Coordinator the facts of the case and the action taken. The Academic Program Coordinator will create an administrative file for the student detailing the facts and the action taken.

In the case of a major offense, such as extensive plagiarism of an assignment, or repeated minor offenses, the faculty member shall notify the Academic Program Coordinator detailing the facts and proposed actions to be taken. The Academic Program Coordinator will convene the Academic Integrity Committee, comprised of the Academic Program Coordinator and a member of the Office of Student Services. The committee will review the facts and meet individually with the student to discuss the implications of the misconduct. In most cases, the Academic Integrity Committee will follow the recommendations of the faculty member on the action to be taken. In some cases, the Committee may wish to consult with the faculty member and request a revision of the action to be taken.

The Committee will then send a letter of confirmation to the student specifying the actions to be taken and placing the student on Non-Academic Probation for at least one term.

## Sanctions

Typical sanctions for minor offenses might be a failing grade on the assignment or in the course. For repeated or major offenses, the student may also be required to perform community service for a specified period. At the end of the probationary period, the student may petition to have the probation notation removed from their record. The Committee will review the student's performance during the probationary term, and if there have been no further incidents of misconduct, and the student has fulfilled any other requirements, the Committee will lift the probation from the transcript. If the faculty member chooses not to question the student directly, or if the student denies responsibility, the faculty member may submit evidence against the student to the Academic Program Coordinator. The case will be brought to the Academic Integrity Committee for review of the facts. Committee members will discuss the case with the faculty member and the student.

If the student accepts responsibility, the Committee will recommend action in consultation with the faculty member and the student will be placed on Probation for a period of at least one term. A notation of Non-Academic Probation will be placed on the student's transcript. At the end of the probation period, the student may petition to have the probation notation removed from their record. If there have been no further incidents of misconduct and the student has fulfilled any other requirements, the probation will be lifted.

## Appeal

If either the faculty member or the student objects to the administrative finding, a formal hearing will be empanelled composed of the Director of the Office of Student Services, a different faculty member and a student. Students participating in the Academic Integrity hearings will be chosen from a pre-selected and qualified group of Kinesiology students designated each year. This panel will have final judgment for the case. In more serious cases and in the case of second occurrences of misconduct, penalties may include suspension and dismissal.

Students who are suspended for Academic Misconduct will have a notation, Non-Academic Suspension placed on their transcript. Suspension will be for at least one term. Students suspended for Academic Misconduct must reapply for admission to the Director of OSS who will convene the Academic Integrity Committee to review the case and make the final decision. Files of academic misconduct cases will be established as administrative files, maintained separately from academic files, which are used for advising purposes.

## Residence Status

Since U of M is a public institution, tuition is higher for nonresidents of Michigan than for residents. To find out if you qualify for in-state residence status, consult the University's residence regulations. Questions about residence status or requests for a change in residence status should be addressed to the Office of Student Certification and Residence Status in the LSA Building.

## Non-Academic Misconduct

Kinesiology is finalizing a code for non-academic misconduct and dismissal which will become effect the date it is added to this bulletin by addendum. Please consult the Academic Program Coordinator for detailed information.

## Grade Grievance Procedure

A grade given by a faculty member may be changed only by that faculty member. A grade given in a class taught by a Graduate Student Instructor (GSI) may be changed only by the faculty supervisor of the course. Kinesiology grievance procedures are intended to



issue a recommendation, for or against a change, to the appropriate faculty member. The final decision rests with the faculty member.

While the Division wishes to see demonstrably unfair grades rectified, it will not automatically invoke the grievance procedure. Differences between grade received and grade expected of less than a full letter grade will not be considered unless it is between a D- and a failing grade. In addition, a grievance based on the argument that one instructor's grading standards are stricter than those of others will normally not be pursued.

The grievance procedure should involve the following steps:

- (1) A student must first attempt to resolve a grade grievance with the instructor of the course. This conversation must occur within two weeks of the beginning of the subsequent academic term (Fall/Winter) regardless of whether or not the student is enrolled for that term.
- (2) If scheduling a conference with the instructor is impossible, or if the conference with the instructor does not resolve the issue, the student should discuss the problem with the Academic Program Coordinator (APC), and should submit to him/her a letter detailing the nature of the complaint. He/she should also submit all papers and examinations written for the course to which he/she has access.
- (3) The APC should respond to student in writing with a proposed timetable. The APC will solicit a response from the instructor and will then determine whether any basis for a committee hearing exists. If the APC is a party to the grievance, his/her role shall be assumed by the Graduate Program Chair (GPC).
- (4) If the APC concludes based on the initial conference between the student and the instructor and the paperwork submitted, that there is no basis for a committee hearing, he/she will inform the student.
- (5) If the basis for a formal hearing is found by the APC, the written grievance shall be presented to an *ad hoc* grievance review committee. The *ad hoc* grievance review committee will consist of three persons to be appointed by the APC: two faculty members and one student. The student member of the review committee will be an undergraduate if the grievant is an undergraduate or a graduate student if the grievant is a graduate student.
- (6) The *ad hoc* review committee will meet with the instructor and student to review the substance of the grievance. The *ad hoc* review committee will then submit a written summary of its findings and recommendations to the student and the instructor. If the *ad hoc* review committee concludes that the assigned grade should stand, the APC will inform the student in writing that the grade will not be changed, and that no further appeal within the Division is possible. If the *ad hoc* review committee concludes that the instructor did not act fairly, properly or

judiciously, the APC will make a recommendation to the instructor based on the findings of the *ad hoc* committee. If the instructor declines to change a grade in spite of the recommendations of the *ad hoc* review committee and the recommendations of the APC, the instructor will provide the student and the APC with a written explanation for his/her decision not to change the grade.

- (7) The APC will provide the student with a written statement within two weeks of the committee meeting summarizing the procedures followed in processing the grievance, noting the recommendations of the *ad hoc* review committee, adding his/her own evaluation of the review committee's findings, and noting responses of the instructor regarding change of the grade.

These procedures describe the full appeal mechanism used in the Division of Kinesiology to deal with grade grievances. When these procedures have run their course, no further appeal within the Division is possible.

## Degree Audits and Diploma Application

You do not automatically graduate once you earn 120 credits. All students must apply for graduation.

Students may schedule appointments with an OSS advisor for a degree audit at any level of class standing. Students are expected to schedule an OSS senior audit prior to registration for their senior year. An official degree audit will be completed by the Kinesiology Recorder after a student submits the online diploma application. This is the application to graduate and may be completed as early as two terms prior to graduation but not later than the last day of class for the last term of enrollment. Students with late application will not appear in the University Commencement book and/or the Kinesiology Commencement program. Students will be notified by email and letter of any requirements remaining and will be consulted in areas of question. The Recorder will submit students for degree completion and honors in accordance with the stated criteria.

The Registrar's Office has launched the automated online degree progress report. Students may now view their own degree progress through Wolverine Access. These audits are intended to assist students and advisors but do not constitute the official degree audit.

Exceptions and/or petitions for requirements must be entered into the system individually. Since these reports are produced through the Office of the Registrar students are encouraged to use them. Questions may be addressed to the Office of the Registrar, the Kinesiology Recorder, or a Kinesiology advisor.

The Recorder will review the student's completed coursework against the program requirements. The Recorder or an OSS Academic Advisor will then review the audit results with the student to determine which requirements have been satisfied and which requirements remain.

## Diploma Deadlines

We recommend students have their record audited two terms prior to their expected graduation date. If you are a teaching certificate candidate or if you plan to take your last term out-of-residence, you should have your record audited three terms before your expected graduation date.

December Graduation Candidates: If you would like your name to be printed in the *Winter 2008 Commencement Program*, you must submit all audit forms by **October 13, 2008**. If you submit your forms after this deadline you will still be able to graduate (if you complete all degree requirements) but your name **will not** appear in the Commencement program. The last day to submit audit forms for December graduation is **December 14, 2008**.

In order to graduate in December **all course work must be completed by January 1**. If your course work is not completed by January 1 you must submit a new diploma application and apply for a future graduation date.

May Graduation Candidates: If you would like your name to be printed in the *Spring 2006 Commencement Program*, you must submit all audit forms by **February 24, 2009**. If you submit your forms after this deadline you will still be able to graduate (if you complete all degree requirements) but your name **will not** appear in the Commencement program. The last day to submit audit forms for May graduation is **May 1, 2009**.

In order to graduate in May **all course work must be completed by May 1**. If your course work is not completed by May 1 you must submit a new diploma application and apply for a future graduation date.

August Graduation Candidates: If you would like your name to be printed in the *Spring 2009 Commencement Program*, you must submit all audit forms by **February 24, 2009**. If you submit your forms after this deadline you will still be able to graduate (if you complete all degree requirements) but your name **will not** appear in the Commencement program. The last day to submit audit forms for August graduation is **August 13, 2009**.

In order to graduate in August **all course work must be completed by September 1**. If your course work is not completed by September 1 you must submit a new diploma application and apply for a future graduation date.

If you fail to complete all requirements during the term in which you file the diploma application, the application cannot be used for the subsequent term. You must file a new online diploma application in order to be considered again for your degree. Please note deadlines previously stated.

**NOTE:** Students in the Physical Education program should verify diploma application procedures with both the Recorder in Kinesiology and with the Office of Academic Services in the School of Education.

## Graduate Studies

This section of the Bulletin is intended to help graduate students make informed choices about applying to Kinesiology and satisfactorily complete a graduate degree in Kinesiology. Students should be sure to consult a faculty advisor in addition to reading this section.

Kinesiology and/or UM's Rackham School of Graduate Studies may modify programs, policies, or procedures in the future. Students usually will be governed during their degree program by the requirements and regulations in effect when they were admitted.

Students may refer questions to Charlene Ruloff ([kingradcomm@umich.edu](mailto:kingradcomm@umich.edu)), Graduate Program Coordinator in Kinesiology or to the Rackham Graduate School (see their [Help Desk](#) [https://umich-rackham.custhelp.com/cgi-bin/umich\\_rackham.cfg/php/enduser/std\\_alp.php](https://umich-rackham.custhelp.com/cgi-bin/umich_rackham.cfg/php/enduser/std_alp.php)). This link provides suggestions for [resources](#) for graduate students during their time here at Michigan. Also useful is a website intended specifically for new students, available online at [http://www.rackham.umich.edu/new\\_students/](http://www.rackham.umich.edu/new_students/). Specific Rackham websites are also devoted to:

- [Programs of Study](#)
- [Admissions](#)
- [Financial Assistance](#)
- [Graduate Orientation](#)
- [Ordering season football tickets](#)

## The Master's Degree

Kinesiology offers the Master's of Science (M.S.) and Master's of Arts (M.A.) degrees. Both degrees are intended for students with exemplary academic or professional credentials seeking advanced academic training in areas related to human movement.

The M.S. and M.A. degrees require at least 30 credits of course work; six of those credits may be for thesis work courses. Students choose one of three options:

- **Comprehensive track** - allowing for flexible in-depth study of human movement.
- **Ph.D. preparation track** - intended for students who plan to continue toward a doctoral degree. This track requires a thesis.
- **Specialist track** - Sport Management.

## Admission to the Masters Program

Kinesiology welcomes applications of students from all academic programs and disciplines. Throughout the academic year (September – April) the Kinesiology Graduate Committee makes admission decisions. Early applications are encouraged. Kinesiology admits for the fall term only for both Master's and Doctoral students. The competition for

funding for PhD students includes all completed applications received by January 15<sup>th</sup> of each year.

Application materials include:

- Scores on the Verbal, Quantitative, and Writing sections of the Graduate Record Examination (GRE)
- Official transcripts of earlier academic work
- Three letters of recommendation
- Statement of purpose indicating goals, previous experience, and choice of tracks within the program.
- TOEFL (if applicable)

## Time Limit for the Masters Degree

Students are strongly encouraged to complete the degree within two years after enrollment. Students must complete the Master's degree work within six consecutive years after first enrollment in the Rackham Graduate School. If a student exceeds this limit s/he must petition the Dean of the Graduate School for a [time extension](#), giving reasons for the request and plans for the continuation/completion of the degree.

## Final Masters Degree Check

Students should complete the diploma application for the Master's degree (available in the Office of Student Services or from the Graduate Coordinator, Charlene Ruloff) within the first two weeks of the final term of registration. A check is then made to determine if all requirements have been met and a minimum of 5.000 G.P.A. (B) on a 9-point scale has been maintained. A grade must be submitted for all previous incompletes. Students who complete a majority of graduate credits in science-based work within Kinesiology and a majority of credits in scientific coursework outside Kinesiology will receive the Master's of Science (M.S.) degree. Those who take a majority of their program in social science-based work within Kinesiology or who are in the Sport Management track will receive the Master's of Arts (M.A.) degree.

## Masters: Comprehensive Track

Students in this track study human movement in depth from different perspectives. The strength of this program is its flexibility; working with their advisors, students can design programs to meet their particular interests.

## Degree Requirements for the Comprehensive Track

Students must complete a minimum of 30 credit hours for the M.S. or M.A. degree. Students are required to take KINESLGY 615 (Philosophy of Science in Kinesiology Research) and one graduate level research statistics course outside of Kinesiology. In addition, students must elect at least 9 hours of Kinesiology course work. Five of these may be for independent research (e.g. KINESLGY 684), practicum experience, or

internships (e.g. KINESLGY 680 and 686). **Included in the 30 credits, each student must also complete at least four credits in cognate work outside of Kinesiology.**

### Masters: Ph.D. Preparation Track

Students in this track work closely with a professor in a laboratory or research context. They participate with mentors in research, generate ideas, collect data, and write a thesis or research paper prior to graduation. The minimum number of credit hours to complete this track is 30. The exact number will vary according to student interests and advisor's requirements.

### Degree Requirements for the Ph.D. Preparation track

Students must complete a minimum of 30 credit hours for the M.S. or M.A. degree. Students are required to take KINESLGY 615, (Philosophy of Science and Research) and one graduate level statistics course outside of Kinesiology. In addition, students usually complete a Master's thesis in KINESLGY 619 (see requirements below). Students must elect at least 9 hours of Kinesiology course work. Five of these may be for independent research (e.g. KINESLGY 684), practicum experience, or internships (e.g. KINESLGY 680 and 686). Each student must also complete at least four credits in cognate work outside of Kinesiology; this is included in the 30 credits requirement.

### Thesis in the Ph.D. Preparation Track

A student with a B+ average for the first twelve credit hours of graduate work will be permitted to proceed with writing a Master's thesis. In addition to a thesis advisor, the student must have two other faculty members serve on his/her thesis committee. Students considering writing a thesis are strongly encouraged to discuss possible topics with potential thesis advisors soon after entering the program.

In order for the student to be recognized at the Kinesiology Commencement ceremony, he/she and his/her advisor must submit a thesis declaration form (available from graduate coordinator Charlene Ruloff) to the Office of Student Services no later than April 5<sup>th</sup>.

### Faculty Advisors

All graduate faculty members in Kinesiology advise in both the Comprehensive and Ph.D. Preparation tracks.

### Masters: Sport Management Specialist Track

Kinesiology supports one specialist track – Sport Management. Master's students in this track will obtain an M.A. degree in Sport Management. Students must complete a minimum of 30 credit hours, including:

### **Core Curriculum** (15 hours)

- **KINESLGY 503** Legal Aspects of Sport (3 credits)
- **KINESLGY 509** Financial Management for the Sport Industry (3 credits)
- **KINESLGY 513** Organizational Behavior & Human Resources (3 credits)
- **KINESLGY 514** Strategic Management in Sport (3 credits)
- **KINESLGY 550** Marketing Management for the Sport Industry (3 credits)

### Other Requirements (15+ hours)

- **KINESLGY 615** Philosophy of Science and Research (3 credits)
- **Sport Management elective(s)** (3+ credits)
- **Graduate-level statistics** (3-4 credits)
- **Cognate elective credits of student's choice** (4+ credits): Any appropriate graduate-level course(s) will fulfill this Rackham requirement that a minimum of four credits must be taken outside the Division of Kinesiology.

Note: The remainder of the 30 credits will be from appropriate graduate-level courses offered by the division or by other UM graduate programs.

### Faculty Advisors

All graduate faculty members in Sport Management advise in the SM Specialist Track.

## The PhD Program in Kinesiology

### Overview

The doctoral program leads to the highest degree awarded by the Division of Kinesiology and the university, and provides for the study of movement at an advanced level. The program seeks to develop scholarly and research competence, and culminates in an original doctoral dissertation that adds to the body of knowledge. The program is designed for those students who intend to make their careers as scholars, teachers, researchers, and professionals in kinesiology or allied fields.

PhD students choose from a set of core courses in kinesiology, as well as cognate courses from other units, and complete a minimum of 30 pre-candidacy credits beyond the master's level. Qualifying examinations must be passed before advancing to candidacy, after which the student completes an original doctoral dissertation. A minimum of 50 credits including pre-candidacy and candidacy work must be completed to graduate.

All PhD students work closely with a faculty advisor from the beginning of their degree program. Working with the student and advisor, a Guidance Committee, Qualifying Examination Committee, and a Dissertation Committee provide advice and evaluate progress at successive stages of the program.

A principal goal of doctoral training is the achievement of competence as an independent scholar. This entails not only proficiency in research but in the dissemination of knowledge. An important component of knowledge dissemination is guiding the learning of others. Each student's program will be tailored to develop skills in knowledge dissemination.

## Admission to the Program

A. An applicant to the PhD program must, in most circumstances, have a master's degree before being admitted. If the master's degree is in a specialization other than kinesiology or a closely related field, the student may be asked to complete certain prerequisite coursework in kinesiology. This coursework would be determined at the time of admission, taking into account the applicant's background and interests. Prerequisite coursework does not count towards the doctoral degree.

Exceptions: Certain undergraduate students may be admitted to the program without a master's degree at the discretion of the graduate committee. To be eligible for consideration to waive the requirement for a master's degree, at least one of the following conditions must be met:

Applicants must have outstanding academic credentials with undergraduate training in a discipline in which they could pursue a doctorate directly without a master's degree (e.g. psychology, engineering, molecular biology, chemistry).

Applicants must have demonstrated, by extensive work in a laboratory of a mentor at the University of Michigan Division of Kinesiology, that they are ready to pursue work at the doctoral level.

Undergraduate students entering the doctoral program without a master's degree will be expected to exceed the minimum of 30 credit hours of doctoral coursework as necessary to achieve the upper level coursework necessary for their field of research. The Guidance Committee will determine the extent and nature of this additional coursework. For most students this will consist of 10-20 credits beyond the 30 credits required of doctoral students who possess a master's degree.

B. Applicants must have at least a B plus average (3.3 on a 4.0 scale or 6.0 on a 9.0 scale) in previous graduate work. The relevance of previous graduate work to kinesiology should be clearly indicated in the application.

C. Applicants must submit GRE scores. An aggregate score of 1250 on verbal and quantitative sections of the GRE is expected, although this will not be treated as an absolute minimum if other accomplishments are outstanding. We also expect a score of 4.5 or better on the writing portion of the exam.

D. Applicants whose native language is not English must provide TOEFL scores. TOEFL scores range from 0-300 (computer) or 310-677 (written). Minimum scores for



acceptance are 220 (computer version), 560 (written version), or 84 (internet version). A reasonable working knowledge of written and spoken English is a minimum requirement for entry for all students.

E. As part of the application process, a minimum of three letters of recommendation must be submitted to Rackham Graduate School. Letters of recommendation should be submitted from professors and/or professionals who are in careers related to interests of the students and who know the students' academic backgrounds well.

F. Prior to admission, a Division of Kinesiology faculty member must agree to serve as the primary advisor. In rare cases a faculty member will not meet the division's criteria as a primary PhD advisor. In such a case another qualified faculty member may act as co-advisor. The advisor(s) and the student must agree to the advising arrangement before admission can be granted. Please note that an advising arrangement does not imply a commitment for financial support of a student. In some cases partial (or even full) support may be available, but it is not guaranteed.

G. Applicants must submit their Statement of Purpose, outlining their academic and professional backgrounds, and specifying their interests and goals for the PhD program. This statement should be complete and thorough as it provides information that is central to the admission decision.

H. It is advisable for PhD applicants to visit the campus and meet prospective advisors and current students in the program. Initial contact may be with the prospective advisor, or the chair of the Graduate Committee. Please allow at least two weeks notice to set up such a visit.

I. Decisions regarding admission to the program are made on a periodic basis throughout the year by the faculty, after they review all application materials, and complete an interview with the applicant, if at all possible. Early applications are strongly encouraged, as the number of places is limited. In addition, various campus-wide fellowships are decided early in the year. Applicants for fall term admission should apply by January 15 in order to be eligible for such fellowships.

## **Requirements for the PhD Degree**

Minimum requirements include kinesiology and cognate coursework, a research rotation, the qualifying examinations, and a dissertation. The program of study for the initial period of coursework is determined in consultation with the advisor, and must be approved by the student's Guidance Committee. General information on graduate student life at Michigan is available on the website of the [Horace H. Rackham School for Graduate Studies](http://www.rackham.umich.edu/student_life) at [http://www.rackham.umich.edu/student\\_life](http://www.rackham.umich.edu/student_life).

## Guidance Committee

During the first year, each doctoral student will, in consultation with his/her PhD advisor, convene a Guidance Committee consisting of a minimum of three faculty members, at least two of whom must be from Kinesiology (primary advisor plus one other Kinesiology faculty member), and at least one member from outside the department, but at the University of Michigan (cognate). When the committee is finalized, the [PhD Guidance Committee](#) form (found online at <http://www.kines.umich.edu/academics/grad/phdgc.pdf>) should be completed and given to the Graduate Program Coordinator (Charlene Ruloff) (Note: A list of all the necessary doctoral student forms is available at <http://www.kines.umich.edu/current/currentgrad.html>). During the first year the student and advisor should plan the student's program of study, covering coursework and possible research rotations. A template for planning the coursework and research rotation ([Guidance Committee Plan](#)) is available online at <http://www.kines.umich.edu/academics/grad/gcp.pdf>. The student will circulate this document to the other Guidance Committee members. The committee will then meet with the student and evaluate his proposed program of study, taking into account program requirements, the student's interests and background, and any special opportunities that may be available. Once approved and revised if necessary, the finalized Guidance Committee Plan will be placed in the student's file and circulated to the committee members.

## Coursework

The following are minimum coursework requirements for the PhD program in Kinesiology. Please note that additional courses may be required by the Guidance Committee and advisor, depending on each student's goals and background:

1. KIN 616 Professional Skills for Research Scientists (3 credits), or equivalent.
2. At least two advanced statistics courses (e.g. BIOSTAT 553, Applied Biostatistics; BIOSTAT 560, Statistical Methods in Epidemiology; LS&A STATS 413, General Linear Models; STATS 503, Applied Multivariate Analysis, or others).
3. At least four more graduate-level courses – two of these four courses must be offered by the Division of Kinesiology. It is assumed that classes offered by the students' primary advisors would be a necessary part of their coursework.
4. At least four credits of the remaining coursework must be taken in a unit other than Kinesiology (cognates). This meets The Horace H. Rackham School of Graduate Studies' minimum requirement for cognate coursework, although the Guidance Committee may specify additional classes.
5. KIN 600 Graduate Seminar in Movement Science (1 credit).
6. Participation in a monthly, not-for-credit, Kinesiology Seminar is also expected.

## Research Rotations

One research rotation will be required, and will be completed within the first two years. The research rotation can also occur at a different university or institution. Whether the research rotation takes place within or outside Kinesiology, it cannot be with the student's mentor. The number of credits can range from three to six and will be registered for either KINESLGY 684 (Independent Research in Kinesiology), or if outside Kinesiology, a comparable course in the department of the faculty member serving as supervisor. The grade for the course will be satisfactory or unsatisfactory.

The rotation may be conducted in one or two semesters. It is expected that the student will complete a project that contributes to the research of the supervisor, and culminates in a written document. Examples include an abstract submitted to a meeting, a manuscript or portion thereof submitted to a peer-reviewed journal, or a thesis submitted to the supervisor. To clarify both student and faculty supervisor expectations, a (<http://www.kines.umich.edu/academics/grad/lrc.pdf>) must be completed and added to the student's file prior to the beginning of the rotation.

The purpose of the rotation is to broaden and deepen the student's research experience by significant involvement in research activities other than those of the advisor. For some students the rotation may be their first exposure to a research project. For more experienced students, it may be a project culminating in a presentation at a national meeting or publication in a peer reviewed journal. Research rotations may complement the student's interests (for example, learning a relevant research technique) or may provide contrast (for example, pursuing a different topic or studying a primary interest from a different disciplinary point of view).

The rotation should involve background reading, acquisition of techniques novel to the student, interaction with other research group members, interaction with the supervisor, formation of hypotheses, data collection, data analysis and interpretation, and a statement of the significance of the project to the larger questions in that field of research. In addition to the research rotation, it is expected that the student will be involved in the research activities of the mentor throughout the student's tenure.

## Qualifying Examinations

The charge of the Qualifying Exam Committee is to evaluate the student's readiness to advance to candidacy. The written portion of the process may take different forms depending on the discretion of the advisor and the exam committee, with input from the student (e.g. take home exams, closed exams, grant proposals, review papers). The written portion of the exam is to be followed by an oral defense before the full Qualifying Examination Committee. Students must be given the opportunity to complete both portions of the examination, and in most circumstances, these should occur within two weeks of each other. The following criteria apply regardless of the form the written portion of the exam takes:

- 1) Appropriate knowledge of the field or fields of study for that student (breadth and depth is defined by the student's qualifying exam committee)
- 2) Ability to integrate information from various disciplines
- 3) Ability to critically evaluate the literature in terms of both substance and methodology
- 4) Ability to solve problems creatively
- 5) Ability to articulate the significance of the chosen area of inquiry

While the Qualifying Examination Committee has broad discretion as to the form the exam takes, it is expected to rigorously adhere to the following standards:

- 1) Exams or papers will be graded by all members of the Qualifying Exam Committee.
- 2) All students will orally defend the written portion of their exam before the full committee.
- 3) The committee has three potential evaluation options that include pass, fail, or conditional pass. Conditional pass may be used when the committee members believe that one or more elements of the examinations were not adequate to earn a pass, but the sense of the committee is that this may be remedied with additional work (e.g., re-writing a portion of the exam, reading and reviewing additional books or papers to address deficiencies in knowledge, or other actions the committee feels are in the best interests of the student).
- 4) Students, who have been deemed to have failed, will be given one more chance to pass the qualifying examinations. Students who fail to pass on the second attempt will not continue in the doctoral program. It is expected that most students will complete this requirement near the end of their second year in the program.

The composition of the Qualifying Examination Committee includes two faculty members from Kinesiology and one cognate member from another university unit. A form that identifies the composition of the [Qualifying Examination Committee](#) – and that is also used to report the results of the examination – should be completed and placed in the student's file. Once the process of the qualifying examinations is engaged, no alteration of the committee will be allowed except in cases where a member of the committee is no longer able to serve (e.g. extended illness, death, separation from the University of Michigan).

At the completion of the qualifying examinations, committee members will sign the form and indicate their decision. Satisfactory passing of these examinations, as well as completion of most coursework, qualifies a student to advance to candidacy. The Graduate Program Coordinator will complete the [Recommendation for Candidacy Form](#) and forward the request to the Horace H. Rackham School of Graduate Studies.

## Candidacy and Dissertation

When a student has advanced to candidacy, he or she will make a formal dissertation proposal, to be approved by the Dissertation Committee, which consists of at least four faculty members, at least two of whom are from Kinesiology and at least one of whom is

a cognate member outside Kinesiology, but at the University of Michigan. The student's advisor serves as the chair of the Dissertation Committee, and the [composition of the committee](#) must be approved by the Horace H. Rackham School of Graduate Studies at least six months prior to the dissertation defense. The form to create the [Dissertation Committee](#) is available from Rackham's website. The doctoral dissertation must be original research of high quality that makes a significant contribution to the body of knowledge within Kinesiology. The proposal takes the form of a scholarly document outlining the problem, its background and significance, summarizing relevant literature, and outlining the proposed research methods. It should include a tentative timetable, and outline any necessary resources (space, equipment, etc.) required. Each doctoral student is required to make a public presentation of the dissertation proposal. The public presentation should be announced two to three weeks in advance to Kinesiology faculty and to cognate faculty as appropriate. The proposal must be approved by the Dissertation Committee prior to the public presentation and the Dissertation Proposal Approval Form is to be signed and dated by all committee members. The Dissertation Committee will provide the student with an informal evaluation of the public presentation. Research proposals that use animal or human subjects must receive approval from the appropriate Institutional Review Board.

Once the proposal has been approved, the dissertation advisors will supervise the conduct and progress of all students' dissertation work. Students must apprise the committee of their progress and modifications made to their work. If necessary, the committee can be reconvened, for example, to approve substantial changes to an original proposal.

The dissertation may be either a traditional dissertation document or a compilation of thematically linked published or publication-ready manuscripts. The Horace H. Rackham School of Graduate Studies publishes useful [dissertation resource suggestions](#) on its website. Especially useful is the [Dissertation Handbook](#). Once the dissertation document meets with committee approval, an oral defense takes place. At the time of the defense, the dissertation must be of publication-quality (as judged by the dissertation advisor and committee). The first portion of the defense is a public lecture, after which the Dissertation Committee meets with the candidate in a closed session. The time and place of the public presentation must be announced with adequate time (e.g., at least two weeks) so that division faculty and graduate students might attend if interested. Once satisfied with the defense, the Dissertation Committee recommends to the Horace H. Rackham School of Graduate Studies that the PhD degree be conferred.

Please also consult the [Graduate School](#) for information on various Dissertation requirements.

## Satisfactory Progress

Satisfactory progress is defined as maintaining an appropriate (as distinct from minimally acceptable) academic record, reaching the various stages of progress at or near the time expected of the majority of students, and for students supported as Graduate Student Instructors (GSIs), giving evidence of satisfactory teaching.

### Minimally Acceptable Grades

- Minimally acceptable overall grade point average: **B**
- Minimally acceptable grade in a Kinesiology course: **B-**
- Minimally acceptable grade in a cognate course: **B-**

Failure to receive an acceptable grade means that course credit will not be applied toward requirements for the degree.

Students performing only at minimal grade levels will have difficulty in persuading the Graduate Committee that their progress has been satisfactory or justifies continuation of their support.

### Rackham Fee Totals

Before graduation, doctoral students must have paid the University of Michigan for a minimum of 50 credit hours, typically 18 in pre-candidacy coursework and 32 during candidacy. If a student is admitted without a relevant master's degree, 68 credits must be paid for, typically 36 at the pre-candidacy level and 32 during candidacy. Please note: These Rackham fee totals will be phased out as the continuous enrollment policy is adopted by the University of Michigan. Information on this new policy is available [at http://www.rackham.umich.edu/policies](http://www.rackham.umich.edu/policies).

### Final PhD Degree Application

The Horace H. Rackham School of Graduate Studies has a set of specified procedures that govern the final application process to receive the doctoral degree. These are detailed [online](https://umich-rackham.custhelp.com/cgi-bin/umich_rackham.cfg/php/enduser/std_adp.php?p_faqid=1670) at [https://umich-rackham.custhelp.com/cgi-bin/umich\\_rackham.cfg/php/enduser/std\\_adp.php?p\\_faqid=1670](https://umich-rackham.custhelp.com/cgi-bin/umich_rackham.cfg/php/enduser/std_adp.php?p_faqid=1670).

### Faculty Responsibilities

Maintenance and growth of a successful doctoral program relies in large part on cooperation and participation of adequately trained and prepared supervisory faculty. It is not a goal in our division to standardize doctoral advising and mentoring. Our goal should be to provide the best doctoral training possible by using the resources available at this university. Divisional faculty members should be encouraged to make use of our unique strengths and scholarship areas to attract and train doctoral students. We should also understand that mentoring doctoral students represents a major responsibility, and we should each consider carefully the extent to which we are prepared -- in terms of training, interest, and willingness to invest time -- for doctoral mentoring. Following are the most important areas where faculty may exercise both influence on and support to doctoral students.

**Ph.D. Advisor.** To be a primary PhD advisor, a faculty member must demonstrate recent and continuing interest and activity in the research process. This should include research

publications in peer reviewed journals, scholarly presentations at national and international conferences, grant activity, graduate teaching (formal classes, seminars, or independent study), or compelling evidence of research scholarship deemed appropriate by the Graduate Committee and the Associate Dean of Research. The Graduate School indicates that in order to serve as a chair for a doctoral student's committee, a person must be a member of the "governing body" of the university, which is further defined as an assistant, associate, or full professor, occupying a tenured or tenure-track position. Instructors or lecturers may co-chair, if they have an earned doctorate, but may not chair a dissertation. Research scientists with an earned doctorate may chair or co-chair a Dissertation Committee with approval from The Horace H. Rackham School of Graduate Studies and the dean of the Division of Kinesiology.

A continuing demonstration of research inquiry and scholarship is seen as necessary in order to cultivate a similarly thoughtful, rigorous approach to our discipline among doctoral students. In many ways, the tools that enable a student to approach a discipline from a meticulous, logical, and scientific point of view probably comprise the most important legacy that a professor can pass on to new generations of scholars. By accepting a doctoral student, a faculty member accepts responsibility for appropriate training of this student. Should his or her research training in a particular area be inadequate, the faculty adviser is obligated to ensure that students learn appropriate methodological and empirical skills.

There are many areas (in the classroom, in the laboratory, in interactions with faculty and student colleagues) where a PhD advisor's wisdom, judgment, and assistance will be needed by the doctoral student. Therefore, faculty members should ensure that they have adequate time to devote to each doctoral student to whom they have made commitments.

**Guidance Committee.** Quite often, incoming doctoral students will be unfamiliar with our particular program, with the breadth of faculty interests and abilities, and with the specific challenges of the next several years in the program. Helping the student choose interested, supportive, and exacting faculty members to serve on the Guidance Committee is an important contribution of the advisor. These faculty members should have some familiarity with the student's particular area of study and with the resources both inside the division and around the University that will be useful to the student. It is important that the advisor assume responsibility to convene this committee early in the first year, or at least before the first 12 credits have been completed. It is also important that the advisor ensure that the committee is active in monitoring the student's progress during the first two years of doctoral work. Ways to guarantee this involvement include participating in annual or bi-annual meetings, or encouraging one-on-one meetings between the student and committee members.

**Supervised teaching.** Faculty and doctoral students alike recognize the importance of teaching. Good teaching represents an effective way to pass on knowledge to others, and to stimulate discourse in one's area of scholarship. To the extent that many graduates of our doctoral program aspire to university positions, teaching represents a requisite skill for employment. Advisors should be actively involved in helping to develop teaching

skills in their doctoral students. This may involve assisting the student in identifying an appropriate teaching area (and supervisory instructor, if necessary), helping the student construct lectures and lesson plans, evaluating student classroom teaching, or ensuring that the student is aware of and takes advantage of instructional training available at the university (e.g., seminars and workshops at CRLT or sponsored by the Instructional Technology Division).

**Research rotation supervisor.** Although advisors do not supervise their own doctoral students in graded research rotations, they do supervise the development and contributions of doctoral students to ongoing activities in their labs. Furthermore, faculty members are responsible for supervising graded research rotations of other students in their laboratories. It is important to clearly state one's expectations for doctoral students working in research labs, and to deliver clear and honest feedback about lab performance. This feedback usually centers on research-related performance (data collection, analysis skills, attention to subjects), but may also encompass interactional skills (e.g., ability to work with others in research settings).

**Qualifying Examination Committee.** As with the Guidance Committee, advisors must take an active part in helping their students to choose appropriate Examination Committee members. Advisors must assist committee members by structuring the expectations for student performance, and by ensuring adequate contact between committee members and their students. Further, advisors should help students by ensuring that they are aware of these expectations. As students prepare for their examinations, advisors should help guarantee that the content (e.g., reading lists prepared by the student) represents neither too narrow nor too broad a focus.

**Dissertation advisor.** Planning and conducting a dissertation is a multi-step process. It involves identifying a research question or questions, evaluating their relevance and significance, deciding on appropriate variables and measures, designing a suitable research approach, formulating hypotheses to be empirically tested, clearly presenting the rationale and the proposal to a faculty committee, collecting data, analyzing the results, and interpreting one's findings. Successful completion of a dissertation requires successful completion of each of the preliminary steps. The dissertation advisor must be available to participate at each step of this process, and further, must be an active contributor to the process. Although the ultimate responsibility for the research product rests with students; advisors must be somewhat generous with both their time and advice as the research unfolds.

## Role of Graduate Committee

The Graduate Committee is responsible for initial screening of applications to the program, and for matching applicants to appropriate faculty mentors. It is also responsible for maintaining oversight on the state of the PhD program within the division.

The Graduate Committee screens initial applications to the doctoral program in Kinesiology. A preliminary decision is based on GRE scores (recommended 550 verbal,



650 quantitative, 4.5 or above writing score), GPA (3.4), statement of purpose, and accompanying letters of recommendation. The Graduate Committee then passes on the files of successful applicants to an appropriate faculty member or members. This is done based on research and scholarship interests. The aforementioned faculty then review the applications provided by the Graduate Committee, and agree or decline to sponsor an applicant. In their application, students should specify particular faculty members with whom they would like to work. Applicants are admitted to the doctoral program only if sponsored by a member of the doctoral faculty.

Once a year, each doctoral student will participate in a progress evaluation with the Division's Graduate Committee. The purpose of this interview is to help students evaluate their progress towards the degree, to determine whether barriers to success exist for particular students, and to keep the Graduate Committee apprised of successes and potential problems within the doctoral program.

Continuation in the doctoral program is contingent upon satisfactory progress toward the degree. If satisfactory progress is not made, the Graduate Committee may recommend that a student not continue. Funding of students by the Division of Kinesiology is contingent upon satisfactory progress. If progress is not satisfactory at the time of the annual review, the Graduate Committee may recommend that financial support be withdrawn. Satisfactory progress is addressed in Rackham's online [explanation of academic policies](http://www.rackham.umich.edu/policies/gsh/) found at <http://www.rackham.umich.edu/policies/gsh/>.

## Summary of Committees

Students should form a Guidance Committee during their first semester in the program. The Guidance Committee then usually evolves into the Qualifying Examination Committee, and this group ultimately becomes the Dissertation Committee, although its makeup may change after the Guidance Committee completes its task. Members of the original Guidance Committee may serve on all three, or substitutions may be made, as deemed appropriate by the student and advisor. (No changes in the makeup of the Qualifying Exam Committee may be made once the examination process is begun). The makeup of the committees is as follows:

### **Guidance Committee**

Minimum 3 members

Minimum 2 from Kinesiology

Minimum 1 cognate (outside Kinesiology but at UM)

### **Qualifying Exam Committee**

Minimum 3 members

Minimum 2 from Kinesiology

Minimum 1 cognate (outside Kinesiology but at UM)

### **Dissertation Committee**

Minimum 4 members

Minimum 3 members from UM  
 Minimum 2 from Kinesiology  
 Minimum 1 cognate (outside Kinesiology but at UM)

<b>Full-Time Doctoral Student Timeline</b>											
Sequence of events is fixed; time-course is flexible											
Year 1			Year 2			Year 3			Year 4		
Fall	Winter	Sp/Su	Fall	Winter	Sp/Su	Fall	Winter	Sp/Su	Fall	Winter	Sp/Su
Admission to Ph.D. Program					Qualifying Exam		Dissertation Proposal				Division-wide Defense
Form Guidance Committee				Form Qualifying Exam Committee		Formalize Dissertation Committee					
			Annual Evaluation			Annual Evaluation			Annual Evaluation		
Research Involvement in Mentor's Laboratory											
	Research Rotation										
Course Work											
Fall	Winter	Sp/Su	Fall	Winter	Sp/Su	Fall	Winter	Sp/Su	Fall	Winter	Sp/Su
Year 1			Year 2			Year 3			Year 4		

## List of Forms to be Completed/Signed in Student's File before Graduation

Admission  
 Annual Evaluations  
 Guidance Committee  
 Guidance Committee Plan  
 Lab Rotation Contract  
 Qualifying Exam Committee  
 Dissertation Proposal Approval  
 Dissertation Committee  
 Dissertation Defense

## Policy for Doctoral Students Who Do Not Complete the Doctoral Degree

Doctoral students who accumulate at least 30 credits may be awarded a master's degree if they choose not to continue doctoral studies and meet the following stipulations:

1. The Graduate Committee must agree that the course of study merits a master's-level degree.

2. Students cannot already hold a Master of Science or Master of Arts in Kinesiology.
3. Students must have met all requirements for the master's degree, including at least one graduate-level statistics course as well as at least four credits of coursework taken outside Kinesiology.

## Policy for Waiving Required Courses

In January of 2008, the graduate faculty affirmed that the required courses for the PhD program should stand as currently described. The will of faculty is that any or all of the required courses (KIN 616 and two advanced statistics courses) could be waived when students have previously taken an equivalent course as a master's student. It was also agreed, that when desirable, a student could substitute courses from another unit for KIN 616. The Petition for Modification or Waiver of Regulation Form for waiving courses is available [online](http://www.rackham.umich.edu/downloads/oard/forms/petition.pdf) at <http://www.rackham.umich.edu/downloads/oard/forms/petition.pdf>.

## Graduate Program Policies and Procedures

Students beginning the Master's or Ph.D. degree programs enroll in the Horace H. Rackham School of Graduate Studies. Students may download the application and materials or apply on line at <http://www.rackham.umich.edu>. The application fee is \$75.

Kinesiology requires:

- **Statement of Purpose.** Please note that on the Graduate School application, the description of personal and academic goals is especially important. Write a thorough description of your objectives and why you believe the University of Michigan would be an appropriate place to accomplish them.
- **Three letters of recommendation**, including one or more from persons who can attest to your academic accomplishments;
- **Graduate Record Examination (GRE) scores;** GRE scores are required for both Master's and Ph.D. applicants. It takes several weeks after the test date to process scores, so be sure you take them in advance of Kinesiology's deadline dates. Have ETS send your scores to: The University of Michigan code #0001839.
- **One copy of official transcript** of all previous undergraduate and graduate coursework from all colleges and universities attended (including the University of Michigan and
- U-M extension graduate study center coursework);
- **TOEFL scores**, if applicable.

## Application Deadlines

Master's and Ph.D. admission decisions are made on a rolling basis throughout the year. However, Master's students are admitted only for fall. Early applications are strongly encouraged. Various campus-wide fellowships are decided early in the year. Applicants who wish to apply to our PhD program should do so by February 1, 2009. Applicants

who wish to apply to our MS or AM program should do so by March 1, 2009. Note: The Graduate committee does NOT meet in July or August.

## Types of Admission

### Not a Candidate for Degree (NCFD)

NCFD admission may be granted to qualified students who do not wish to pursue a degree but do wish to elect courses for graduate credit. NCFD applicants must submit the standard application form to the Rackham Graduate School. Subsequent consideration for admission to a degree program is contingent upon full review of credentials in competition with other degree applicants. If an NCFD student achieves regular admission to a Rackham degree program, some courses taken prior to his or her admission may be counted toward a graduate degree. If an NCFD student eventually wishes to complete a Rackham degree program, registration as an NCFD student for more than one term is not advisable since inappropriate coursework will not count toward a graduate degree.

### Guest Status

Guest status is also available through the Rackham Graduate School for one spring half or summer half term. Procedure for admission requires proof that one has a Bachelor's degree; it does not require the usual application fee. This process is handled at the Rackham Graduate School Admissions Office.

### Visiting Scholar

Admission as a visiting scholar is granted to qualified individuals who wish to study and conduct research at the University without earning academic credit. Visiting scholar status may be granted to persons who have earned the Doctor of Philosophy degree or its equivalent or who hold the rank of associate professor or higher at an accredited university. Details about admission as well as specific forms are available from Rackham Graduate School at <http://www.rackham.umich.edu/policies/forms>. If you have questions regarding the visiting scholars status please contact Colleen Root at (734) 764-8221 or [ckroot@umich.edu](mailto:ckroot@umich.edu)

### Probationary Admission

Applicants to the Master's program who are slightly deficient with respect to Kinesiology's academic standards may be admitted on probation. Probationary admittance requires the maintenance of a 5.0 (B) average during the first eight credit hours of graduate work at Michigan.

## Deferred Admission

The Graduate Program admission committee may grant deferred admission for the year following the one originally requested by the applicant. These decisions are made under carefully presented conditions and are few in number. No additional forms or fees are required.

## Notification of Admission

Applicants for the Master's degree are typically informed of the action on their applications within one month after their application is complete (all materials received) and their application fee is paid. Review of applications for the Doctoral degree takes longer. You can check the status of your application on the web at <https://umich-rackham.custhelp.com>. Find the answer to question (#13) "How will I know if I have been offered admission?" The Web Application Status page allows you to: 1) verify application data; 2) view the status of your application; 3) accept or decline an offer of admission.

Admission is granted for a specific term and year. If the student does not enroll that term, admission is cancelled, and the application and supporting materials are placed in inactive status. Upon written request an application may be reconsidered for the following two full terms. After one full year a new application and fee must be submitted.

## Readmission

Students in the Rackham Graduate School who have not been enrolled for one full year must apply for readmission through the Rackham Admissions Office. Acceptance depends upon program approval and upon availability of space and facilities for the term in which readmission is desired. Questions can be directed to Mary Weigelin, Executive Secretary to the Rackham Dean, at [weigelin@umich.edu](mailto:weigelin@umich.edu).

## Registration

Registration is conducted via the Internet on Wolverine Access and must take place on or after students' appointment times as assigned by the registrar. Registration information is available at: <http://wolverineaccess.umich.edu>. Click on Student Business and enter your Login ID (username) or Friend ID and password.

Students must consult their advisors for approval of course elections. NCFD students are not assigned an advisor but must have course elections approved by the Graduate Committee Chair.

All Rackham graduate students who have not been enrolled or who have been on detached study for 12 consecutive months must apply for readmission one month prior to the term in which they wish to register. Please note: During the 2007-08 Academic Year, the Rackham Executive Board and the Dean of Rackham examined the possibility of

adopting a continuous enrollment requirement for students in Ph.D. programs. It is likely that this policy will be instituted within the next several years. For information, please consult the following website: <http://www.rackham.umich.edu/policies>.

## Registration for Independent Experience Courses

All students pursuing graduate work who use University facilities such as offices, libraries, laboratories, or computers, or who consult their advisors concerning their theses or dissertations, must be registered. Registration could be for required courses, for cognate courses in students' particular interest areas, or for a number of independent experience courses. Independent experience courses include KIN. 682 (Readings), KIN. 684 (Research), KIN. 686 (Internship), KIN. 619 (Masters Thesis), KIN. 990 (Dissertation research for pre-candidates), and KIN 995 (Dissertation research for candidates). Prior to registration students and the faculty supervising the independent study courses will agree on the amount and type of work that needs to be completed. Students then register for the courses using the instructor's designated section number.

## Tuition

The fees and charges of the University are determined by the Board of Regents and are subject to change without notice by the Regents. To learn about estimates of an average student's expenses at the University of Michigan go to <http://www.rackham.umich.edu/>; click on New Students and then Estimated Cost of Attendance. Tuition information is also available at <http://www.umich.edu/~regoff/tuition>.

## Office of Financial Aid

The Office of Financial Aid administers loan and Work-Study programs on the University of Michigan Ann Arbor campus. Graduate students may apply through this office for a Federal Direct Stafford Loan (FDSL), Perkins Loan, and Work-Study employment. Awards for FDSL, Perkins, and Work-Study programs are made on the basis of demonstrated financial need. Students must enroll at least half time to receive FDSL funds, and full time to receive a Perkins Loan and Work-Study. However, since determination of full-time and part-time status differs among graduate and undergraduate programs, students should verify their eligibility status with the Office of Financial Aid. The procedures for applying for financial aid are outlined in the Rackham Admissions Brochure, or by contacting the Office of Financial Aid (<http://www.finaid.umich.edu/>).

## Academic Appeals

The appeals procedures of the Rackham Graduate School provide informal and formal address of grievances for Rackham students. The student and the subject of the grievance must meet certain eligibility criteria. For details concerning the criteria and the appeal process, check the Academic Grievance procedures at

<http://www.rackham.umich.edu/policies/gsh/appa/>. Click on Rackham Graduate School Academic Policies.

## Academic Discipline

The following categories of academic dishonesty are subject to academic discipline: cheating, plagiarism, knowingly furnishing false information to the University, or forging, altering, or misusing University documents or academic credentials. Nonacademic misconduct subject to discipline includes harassment, unprofessional conduct, and misuse of University property. Violations of conduct may result in dismissal from the graduate program. Kinesiology's Office of Student Services administers policies. To secure a PDF version of Rackham Graduate School Academic Integrity Policies go to <http://www.rackham.umich.edu/policies/gsh/> and click on Policies and Procedures (on the left).

## Transfer Credit

Undergraduate level courses may not be counted toward the graduate degree. However, if Rackham approves a 400-level course in any department on campus for graduate credit, it may be elected for credit toward the Master's degree. Courses numbered in the 400s that are required in order to meet the graduate program prerequisites may not count toward the Master's degree. Be aware that such 400 level courses do count in the graduate student's overall G.P.A.

In order to recognize graduate credit earned in other accredited higher education institutions and in other units of this University, the Rackham Graduate School provides, upon specific request, for the transfer of a limited amount of graduate credit to Master's degrees sought here. Credit may be transferred only if the coursework is applicable to the student's Master's or Ph.D. program. Rackham Graduate School differentiates two kinds of transfer credit: Inter-University and Intra-University credit. Rackham accepts credits earned at the University of Michigan for up to half of a student's program (however, be sure to check with Kinesiology to see if these credits are acceptable). Rackham accepts up to a maximum of six credits earned at institutions other than the University of Michigan. For details concerning the University's transfer credit policy, go to <http://www.rackham.umich.edu> and click on Master's or Doctoral students.

## Grading Policies

Graduate students are graded by the letter grade system (A, B, C, D, E), except for specially designated courses. Grades of + and - may be given whenever such evaluation is possible. Grade point average (G.P.A.) is computed by translating letter grades into honor points for each hour of credit in a course.

A+ = 9	C+ = 3
A = 8	C = 2
A- = 7	C- = 1
B+ = 6	D = 0

B = 5            E = 0  
B- = 4

The total number of honor points divided by the total number of credit hours of the courses is the student's G.P.A. An average of B, or 5.0, is required to remain in good standing. Grades of D or E cannot satisfy any degree requirement of Rackham Graduate School. Students whose G.P.A. falls below a B in a given term are placed on probation the following term or denied permission to register. Students whose G.P.A. falls below a B for two successive terms may, with permission of their program chairperson, be granted a final term during which the G.P.A. must be brought up to a B. Students whose G.P.A. falls below a B for three successive terms are required to withdraw from the University.

For further information, see the Rackham Bulletin, Vol. I (Student Handbook) or [www.rackham.umich.edu/StudentInfo/index.html](http://www.rackham.umich.edu/StudentInfo/index.html). Also see <http://www.rackham.umich.edu/policies/gsh>, where you may click on Rackham Graduate School Academic Policies and then 1.4 Grades and Transcripts.