

Degree: Master of Science

Major: Education

Concentration: Instructional Technology

Department: Educational Psychology & Counseling

This program of studies form should be updated at least once a year, signed by your advisor, and submitted to Christine Tidwell.

Student _____

Date of Admission _____

Advisor signature _____

Advising session date _____

Students should select all courses in consultation with the program advisor.

Foundations (3 hours)	Cr. 6	Semester
One course in learning theories, e.g. adult learning or applied educational psychology (e.g. EP572, EP574, EP522, EP525, EP521)	3	F Spr Su 20__
Concentration core (24 hours)	Cr. 21	Semester
IT521: Proseminar 1: Instructional technology as a profession (Formerly IT595)	3	F Spr Su 20__
IT570: Instructional systems design	3	F Spr Su 20__
IT573: Introduction to Multimedia Instruction	3	F Spr Su 20__
IT532: Online learning environments (Formerly IT632)	3	F Spr Su 20__
IT566: Understanding online interaction	3	F Spr Su 20__
IT578: Instructional media development	3	F Spr Su 20__
IT577: Practicum in online learning environments	3	F Spr Su 20__
IT594 : Proseminar 2: Trends, issues and careers in instructional technology	3	F Spr Su 20__
Research (3 hours required)	Cr. 3	Semester
EP506: Modes of Inquiry (or an alternate research course – see advisor)	3	F Spr Su 20__
Elective (3 hours required)	Cr. 3	Semester
Elective course (e.g. IT595: Professional Ethics in Instructional Technology)	3	F Spr Su 20__
Total Credit Hours (minimum 33)	33	

This document is available at: http://itonline.utk.edu/ms_program_advising.pdf

Milestones

Please read the relevant sections of *Academic Policies and Requirements for Graduate Students* in the Graduate Catalog for more details.

See the Graduate School calendar for deadlines

- _____ Annual meeting with advisor
- _____ Master's committee selected within first year
- _____ Coursework completed
- _____ Admission to candidacy form submitted (semester BEFORE you intend to graduate)
- _____ Application to graduate submitted (semester BEFORE you intend to graduate)
- _____ Final examination/thesis defense passed (semester you intend to graduate)
- _____ Graduation fees paid (semester you intend to graduate)
- _____ Registered for graduate hooding (semester you intend to graduate)

Please Note: If you do not register for graduation yourself using the online form, your name will not appear on the program in the list of graduates.

Pertinent policies from the Graduate Catalog, 2012-2013. Please see the catalog for more details.

Master's Degree

The master's degree is evidence of successful completion of a body of course work, advanced understanding, and the ability to apply knowledge within a major field. As part of a master's degree, and in addition to a final comprehensive examination, a culminating (capstone) experience is expected. Examples of culminating experiences include an advanced seminar, exhibit, independent project, integrated case study or simulation, internship, practicum, recital or thesis. Through this experience, the student will demonstrate skills associated with the particular degree program, such as applied performance, critical analysis, organization and writing.

Transfer Credits

Courses taken at another institution may be considered for transfer into a master's or EdS program as determined by the committee and approved by the Dean of the Graduate School. At the doctoral level, courses are not officially transferred although they may be used to meet degree requirements. Where a requirement has been met through course work in another program, the student may petition the academic unit for a waiver of the requirement at the doctoral level. Official transcripts must be sent directly to the Graduate School from all institutions previously attended before any credit will be considered.

To be transferred into a master's or EdS program at the University of Tennessee, Knoxville, a course must

- Be taken for graduate credit.
- Carry a grade of B or better.
- Be a part of a graduate program in which the student had a B average.
- Not have been used for a previous degree.
- Be approved by the student's graduate committee and the Dean of the Graduate School on the Admission to Candidacy form.

Courses transferred to any graduate program will not affect the minimum residence requirements for the program, nor will they be counted in determining the student's grade point average. Credits transferred from universities outside the University of Tennessee system cannot be used to meet the thesis or dissertation requirements or 600-level course work requirements. Credit for extension courses taken from other institutions is not transferable, nor is credit for any course taken at an unaccredited institution.

Master's Degree

A majority of the total hours required for a master's degree must be taken at the University of Tennessee, Knoxville. Transferred courses must have been completed within the six-year period prior to receipt of the degree. The courses must be listed on the Admission to Candidacy form and will be placed on the student's university transcript only after admission to candidacy.

Course Requirements

A candidate for a master's degree must complete a minimum of 30 hours of graduate credit in courses approved by the student's master's committee. In thesis programs, 6 semester hours of credit in the major (9-12 in some approved programs) must be earned in course 500 while the student is preparing the thesis. Hours applied to the master's degree may be entirely from one major subject or may be distributed to include one or two minor areas. In a 30-hour program, the major subject must include at least 12 hours of graduate course work, exclusive of course 500, and a minor must include not fewer than 6, nor more than 12 hours of graduate credit.

At least two-thirds of the minimum required hours in a master's degree program must be taken in courses numbered at or above the 500 level. Only 6 thesis hours may be counted toward this requirement.

Time Limit

Candidates have six calendar years to complete the degree, starting at the beginning of the semester of the first course counted toward the degree. Students who change degree programs during this six-year period may be granted an extension after review and approval by the Dean of the Graduate School. In any event, courses used toward a master's degree must have been taken within six calendar years of graduation.

For further information go to: <http://catalog.utk.edu/index.php?catoid=7>