

# The Graduate School and International Programs

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**Photo, page 36:**  
**Strong Hall, at the**  
**center of the**  
**University of**  
**Kansas Lawrence**  
**campus, is the**  
**home of the**  
**Graduate School.**

# The Graduate School and International Programs

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The Graduate School of the University of Kansas is responsible for graduate education at campuses in Lawrence, Kansas City, and Wichita and at educational and research facilities throughout the state. The Graduate School consists of the Graduate Faculty, the graduate student body, and the Graduate School administrative organization, composed of the Office of the Graduate School and the Graduate Divisions of the schools responsible for programs leading to degrees awarded by the Graduate School.

The Graduate School offers the Master of Arts degree in 48 fields, the Master of Science in 33, and specific professional master's degrees in 15 programs; the professional degree of Specialist in Education; and the Doctor of Philosophy degree in 63 fields, as well as professional doctorates of Education, Engineering, and Musical Arts. In these degree programs and, in increasing numbers in nondegree-oriented enrollments, on the Lawrence and Kansas City campuses and off campus, the Graduate School currently enrolls about 6,000 graduate students.

## Goals of Graduate Study

Independent scholarship, competence in research or other creative work, and the nurture of teaching commitment and skill are the traditional goals of graduate study. Having acquired a broad education as an undergraduate, the student is expected to master a special field, to learn the methods of investigation employed therein, and to proceed toward making an original contribution to knowledge. Since many of those who earn advanced degrees find careers in higher education, the acquisition of skill in teaching and in directing research is also an essential part of graduate education.

These traditional goals remain significant in changing times, while newly emerging societal interests and needs and new demands of the marketplace both underscore their importance and emphasize the necessity for flexibility in programs and accommodation in career objectives. Careers for graduates in many fields are more broadly dispersed, and the contributions of graduate study and research to society must become more widely spread and recognized in government,

business and industry, and the diverse professions and arts. At the same time, entering students must realize that a change in employment patterns for graduates is under way in many fields where the major, if not the sole, employment opportunity after graduation was once to be found in a teaching career.

## The Graduate Faculty

The Graduate Faculty consists of members of the university faculty and other persons qualified by training and experience who are duly nominated and appointed. Only members of the Graduate Faculty may teach courses for graduate credit, supervise master's programs and theses, or serve on doctoral committees.

Membership criteria for Graduate Faculty status may be found online at [www.graduate.ku.edu](http://www.graduate.ku.edu).

Criteria for membership in the Graduate Faculty, approved by the Graduate Council, April 26, 2001:

**Regular Graduate Faculty Membership.** Regular members of the Graduate Faculty may teach courses for graduate credit, supervise the master's program and thesis, serve on Graduate School committees, and sit on doctoral and/or master's committees. When appropriate, a qualified member of the Regular Graduate Faculty may be nominated to serve as co-chair of a specific dissertation committee if a faculty member with Dissertation Chair status serves as co-chair of the committee and agrees to ensure that the requirements of the department and the Graduate School are met. However, if the regular member of the Graduate Faculty has lost dissertation chair status, this does not apply. Present or newly appointed faculty members in tenure-track appointments of the rank of assistant professor or above in departments or programs with approved graduate programs are granted regular membership in the Graduate Faculty, provided they have received the terminal degree in their field of specialization or have acquired equivalent training and/or professional experience as determined by the appropriate Graduate Division. To hold regular membership in the Graduate Faculty, a faculty member must continue to show evidence of a pattern of productive professional activity demonstrating the ability to contribute to high-quality graduate education. The form that productive professional activity may take varies across disciplines. Conventional evidence of such activity includes such things as effective teaching, scholarly publication, participation in professional societies, and other scholarly activity. Graduate degree programs are responsible for monitoring faculty with regular membership in the Graduate Faculty.

**Photo, page 38:**  
**Graduate School**  
**Associate Dean**  
**Saeed Farokhi and**  
**his students in**  
**the Preparing**  
**Future Faculty**  
**seminar enjoy a**  
**spring day on KU's**  
**Lawrence campus.**

**Independent scholarship, competence in research or other creative work, and the nurture of teaching commitment and skill are the traditional goals of graduate study.**

**KU is one of only five U.S. universities to receive the 2005 Senator Paul Simon Award for Campus Internationalization.**

**KU has been a leader among public universities in national fellowships, producing 25 Rhodes scholars and 388 student Fulbright award winners since the programs began.**

**Chair of Doctoral Dissertation Committees (Dissertation Status).** To qualify for the privilege of chairing doctoral dissertation committees, a regular member of the Graduate Faculty must demonstrate (1) the maintenance of a continuous program of scholarly activity including a record of current scholarship, publication, and other contributions to the field; (2) a record of teaching graduate courses; and (3) continuous advising and mentoring graduate students and serving on thesis and dissertation committees. It is the graduate program's responsibility to nominate members of the Graduate Faculty for authorization to chair doctoral committees and to provide evidence of scholarship and involvement in the graduate education program. Authorization for continuation of the privilege of chairing dissertation committees is reviewed as part of each periodic graduate program review and may also be reviewed in the context of other external or internal program reviews.

**Ad Hoc and Special Graduate Faculty Appointments.** When conditions warrant, *Ad hoc* and Special membership in the Graduate Faculty may be granted to persons who do not meet all the qualifications for Regular Graduate Faculty membership. The essential condition for such appointments is that graduate education in the department recommending the appointment will be strengthened by the appointments. *Ad hoc* and Special appointments are not to be used to avoid employing needed additional tenure-track faculty. Appointments that involve significant exceptions to these rules for membership come before the Standing Committee on Graduate Faculty Appointments and Authorizations for consideration.

**Ad Hoc Appointments** to the Graduate Faculty may be granted to persons who are *not employed by the university or its affiliates* but who are uniquely qualified by training or experience for appointment for a specific, named purpose. Such an appointment is for the purpose of (1) teaching a course or courses; (2) cross-listing courses taught as part of a cooperative graduate

program between KU and the appointee's home institution as KU courses; (3) serving on the thesis, dissertation, or examination committee of a particular student or students; or (4) co-chairing a master's thesis committee of a particular student. *Ad hoc* appointments are limited to a maximum period of five calendar years for teaching purposes or for the duration of the specified committee assignment. KU graduate students are not granted *Ad hoc* membership. Emeritus faculty members who wish to continue serving on committees and teaching graduate courses should be appointed to *Ad hoc* status. All nominations for *Ad hoc* appointments must state clearly the specific purposes for which the nomination is being sought and, when it can be known in advance, the length of time for which it is being requested. When appropriate, a qualified individual with an *Ad hoc* appointment may be nominated to serve as co-chair of a specific dissertation committee if a faculty member with dissertation chair status on the Graduate Faculty serves as co-chair and agrees to ensure that the requirements of the department and the Graduate School are met.

**Special Appointments** to the Graduate Faculty may be granted to *employees of the university and its affiliates who do not have tenure-track faculty appointments* in a department granting graduate degrees but who are uniquely qualified by training or experience for service in the interest of graduate education at KU. Such membership is for the purpose of (1) teaching a course or courses; (2) having courses cross listed as KU courses if they are part of a cooperative graduate program between KU and the appointee's home institution; (3) serving on the thesis, dissertation, or examination committee of a particular student; or (4) chairing a master's thesis committee of a particular student. Special appointments are limited to a maximum period of five calendar years for teaching purposes or for the duration of the specified committee assignment. KU graduate students are not granted Special membership. All nominations for Special appointments must

**This table shows the organization and privileges of the various types of Graduate Faculty appointments.**

			Graduate Education Privileges					
Type of Graduate Faculty appt.	Employed by	Type of faculty appt.	Teach graduate courses	Serve on master's & doctoral committee <sup>1</sup>	Chair <sup>2</sup> master's committee	Serve as outside member on doctoral committee <sup>1</sup>	Chair <sup>2</sup> doctoral committee <sup>1</sup>	Co-chair <sup>2</sup> doctoral committee <sup>1</sup>
Regular Graduate Faculty	KU	Tenure-track	Yes	Yes	Yes	Yes	No	Yes, unless dissertation status was discontinued
Graduate Faculty with dissertation status	KU	Tenure-track	Yes	Yes	Yes	Yes	Yes	Yes
Ad Hoc Graduate Faculty	Not by KU or any of its affiliates	Non-tenure-track	Yes	Yes	Yes	No	No	Yes, if a Graduate Faculty member with dissertation status serves as co-chair
Special Graduate Faculty	KU or its affiliates	Non-tenure-track	Yes	Yes	Yes	No	No	

<sup>1</sup>The term "doctoral committee" refers to both oral comprehensive and dissertation defense committees.

<sup>2</sup>A faculty member with the appropriate status may chair a degree committee alone or co-chair a degree committee with another faculty member (i.e., both co-chairs have equal status). Degree committees cannot have both a chair and a co-chair.

state clearly the specific purposes for which the nomination is being sought and, when it can be known in advance, the length of time for which it is being requested. Special appointments are reviewed by the appointing graduate department and continued as appropriate. When appropriate, a qualified individual with a Special appointment may be nominated to serve as co-chair of a specific dissertation committee if a faculty member with dissertation chair status serves as co-chair and agrees to ensure that the requirements of the department and the Graduate School are met.

**Faculty members given a notice of nonreappointment are not eligible to hold Graduate Faculty status in any category.**

## The Graduate School

The graduate student body is composed of those persons admitted to graduate study in the Graduate School by the Graduate Divisions of the college and schools and currently enrolled in graduate programs.

The Office of the Graduate School comprises the Dean of the Graduate School and any Associate or Assistant Deans of the Graduate School.

Along with its traditional undergraduate administrative structure, each school (Architecture and Urban Design, Business, Education, Engineering, Fine Arts, Journalism and Mass Communications, Pharmacy, and, for the doctoral degree, Social Welfare) maintains a Graduate Division\*, headed by a Dean or Director of Graduate Studies. Graduate Studies on the KU Medical Center campus maintains the Graduate Division\* for the Schools of Allied Health, Medicine, and Nursing. Graduate Divisions are responsible for the day-to-day administration of graduate programs under guidelines laid down by Graduate School governance. Such responsibilities include admission and retention of graduate students, maintenance of student files, conduct of degree examinations, approval of course and curricular changes, and granting of exceptions to Graduate School regulations. For graduate students in the College of Liberal Arts and Sciences, these functions are shared between the Graduate School and the dean's office of the College of Liberal Arts and Sciences. Graduate Divisions report to the Graduate School dean on matters within the dean's purview and refer other matters directly or through appropriate committees for action.

In 1997, the Graduate School adopted a new Constitution and Bylaws. The governance bodies of the Graduate School are the Graduate Council and five standing committees. The Graduate Council is made up of representatives from each graduate degree-granting department or program of the Graduate School. The Graduate Council is responsible for setting and maintaining major policies having to do with graduate education brought to it by the Dean of the Graduate School or the standing committees. Its actions are final unless the council chooses by a two-thirds vote to place a motion for voting by mail ballot before the Graduate Faculty, the Graduate Executive Committee, and the representatives of all Graduate Student Organizations. In such a case, a majority of those voting by mail determine the issue.

Each standing committee is made up of members of the Graduate Council and has specifically assigned re-

sponsibilities. The standing committees are New Degrees and Degree Program Changes; Program Review; Graduate School Fellowships, Scholarships, and Student Affairs; Graduate Faculty Appointments and Authorizations; and the Executive Committee. The Executive Committee receives reports and recommendations of the other standing committees; determines whether new matters should go to one of the standing committees, to an *ad hoc* committee, or to the entire Graduate Council; sets the agenda for Graduate Council meetings; and refers committee recommendations and reports to the Graduate Council.

\*The term "Graduate Division" without further qualification indicates the administrative office of each school responsible for graduate programs.

## International Programs

### International Student Policy

The University of Kansas believes that the increasing interdependence of the nations of the world makes any kind of isolationism undesirable. Personal interactions among qualified foreign students and U.S. students and faculty can help all those involved to eliminate prejudices and cross-cultural misunderstandings. The experience should create a healthy appreciation of the world's cultures, ideas, and nationalities.

### Office of International Programs

Dean: Diana B. Carlin  
Associate Dean: Thomas Heilke  
Assistant Dean: Hodgie Bricke  
Assistant Dean: Michael Mosser  
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The office coordinates international activities on the Lawrence campus, working with area-studies centers, professional schools, and other units to provide enriched international opportunities for faculty and students. It helps faculty seek external funding for international projects and administers grants and fellowships for graduate students and faculty. It develops programs for international visitors and outreach initiatives aimed at increasing global awareness and cross-cultural expertise among members of the university, the business community, and the general public. The office actively cooperates with state agencies, community organizations, schools, the private sector, and other groups in the community and region that have international interests. The following units report to this office: the Applied English Center, which is responsible for instruction and certification in English as a second language; the Office of Study Abroad, which organizes study abroad for KU students; and the Office of International Student and Scholar Services, which provides nonacademic advising and handles immigration matters for international students.

Besides Direct Exchange Scholarship programs, KU offers opportunities for study and research (including, where appropriate, foreign language study) at foreign universities through formal agreements. Agreements are now in place with these institutions:

University of Costa Rica (Costa Rica)  
Université de France-Comté, Besançon (France)  
Gornyi Institute, St. Petersburg University (Russia)  
University of Santiago de Compostela (Spain)  
Ivan Franko University, L'viv (Ukraine)

Individual departments, especially foreign language departments, also conduct summer sessions abroad in which KU resident graduate credit may be earned. For information, call or write the Office of Study Abroad, Lippincott Hall, 1410 Jayhawk Blvd., Room 108, Lawrence, KS 66045-7515, (785) 864-3742.

For information on the above, as well as Fulbright and Boren Graduate Fellowships or other funded opportunities for overseas graduate study and research, consult departments or International Programs, Strong Hall, 1450 Jayhawk Blvd., Room 300, Lawrence, KS 66045-7535, (785) 864-6161.

Information about business studies in Asolo, Italy, through the Consortium of Universities for International Business Studies in Italy is available from the School of Business, 1300 Sunnyside Ave., Lawrence, KS 66045-7585, (785) 864-7576, [ItalyCIMBA@ku.edu](mailto:ItalyCIMBA@ku.edu).

### **KU Medical Center International Programs**

Director: Judith E. Reagan, [jreagan@kumc.edu](mailto:jreagan@kumc.edu)  
4016 Student Center, Mail Stop 3033, KUMC  
3901 Rainbow Blvd., Kansas City, KS 66160  
(913) 588-1480

International Programs, under the direction of the Vice Chancellor for Academic Affairs, coordinates and facilitates international activities and handles all immigration matters for KU Medical Center. The office promotes the exchange of students, residents, and faculty members; sponsors international activities on campus; and handles exchange agreements between KU and international medical schools. Active programs link KU Medical Center with Australia, Costa Rica, Ecuador, Germany, Guatemala, Ireland, Kenya, the Netherlands, New Zealand, Paraguay, South Africa, Spain, Tanzania, and Vietnam.

### **Interinstitutional Programs and Studies**

KU participates in a range of graduate programs involving interinstitutional cooperation in the state, in the region, and with other countries. These include

- Cooperative doctoral program in geology with Kansas State University.
- Cooperative master's program in civil engineering with Kansas State University.
- By joint agreement with the Kansas Board of Regents and the Board of Curators of the University of Missouri, students from one state may enroll in certain selected degree programs in the other state at resident fee rates.
- The Intersearch Degree of Doctor of Philosophy is offered jointly by KU and the Victorian College of Pharmacy, Melbourne, Australia.

For details, see the appropriate chapters of this catalog and the departments and Graduate Divisions.

### **Fellowships and Scholarships**

The Graduate School has available a number of fellowship awards to recognize academic superiority and to assist meritorious students in the timely completion of their degree programs. The number of fellowships awarded each year depends upon available funds. Applicants for admission to the Graduate School who wish to be considered for these awards must supply the required supporting materials to the proposed major department. Graduate students interested in fellowships should consult their departmental or program advisers and request that formal nomination be made

to the Graduate School. Nominations must be made on standard forms supplied by the Graduate School, accompanied by letters of recommendation, current official transcripts, and if available, additional evidence of scholastic attainment. Each nominee must prepare a statement describing academic and professional goals and the effect that an award would have in attaining these goals. It is the responsibility of the nominee and department to provide all materials required for evaluation of the nominee's qualifications. Applications must include Graduate Record Examination aptitude test scores. In some cases, scores from other nationally administered standardized tests for graduate admission may be substituted, but only if the program requires this test for admission. Each department may submit two nominations for each fellowship competition. This includes those with multiple graduate programs in a single department.

The records of award holders who have tenure remaining at the end of each enrollment period are reviewed by departmental and program advisers. A report is submitted to the Graduate School regarding academic progress, along with a recommendation for continuance or discontinuance of the award. Continuance is dependent principally on maintenance of a high level of achievement and satisfactory progress toward the degree, although all appointments are contingent on the availability of funds.

**Graduate Teaching Assistantships and Graduate Research Assistantships.** See Financial Aid in the General Information chapter of this catalog.

**Chancellor's Fellowships.** The Graduate School awards two Chancellor's Fellowships. In years one and three, the fellowships provide \$21,000 plus payment of tuition for up to 9 graduate credit hours in fall and spring semesters. The department is expected to offer a graduate teaching or research assistantship in year two, and the Graduate School provides a supplemental scholarship to raise the salary stipend to \$21,000. Departments are expected to offer teaching or research assistantships for the fourth year, if needed. These fellowships recruit outstanding students for doctoral programs. Preference is given to departments not eligible for Self Graduate Fellowships. Chancellor's Fellows must participate in either the Preparing Future Faculty or Preparing Future Professionals program.

**Honors Fellowships.** Honors Fellowships recruit outstanding students for graduate programs. They provide a stipend of \$14,000 plus payment of tuition for up to 9 graduate credit hours in fall and spring semesters. Awards are made during the first and fourth or fifth year of study. For students seeking only the master's degree, the award is for one year of study. Departments are expected to offer a half-time teaching or research assistantship for the two or three intervening years for the doctoral student and for one year for the master's student, provided the student maintains good academic standing and satisfactory employment performance.

**First-year Graduate Fellowships.** Students who are nominated but are not awarded Honors Fellowships are eligible for consideration for First-year Graduate Fellowships. Alternates for Honors Fellowships are also eligible. This one-year award includes a stipend of \$14,000 plus payment of tuition for up to 9 graduate credit hours in fall and spring semesters. The nominat-

**KU has study abroad programs in more than 50 countries.**

**Graduate teaching assistantships for diversity are available.**

**The 2006 edition of U.S. News' "America's Best Graduate Schools" ranks 26 KU graduate programs in the top 25 among the nation's public universities.**

**All students are responsible for informing themselves of requirements of the Graduate School. See Student Responsibilities on page 28.**

ing department must guarantee that the recipient will be supported for at least three succeeding years by teaching or research assistantships for doctoral students and for one year for master's students, provided the student maintains good academic standing and satisfactory employment performance. Preference is given to nominees who would profit significantly from the released time from teaching or other duties.

**Madison and Lila Self Graduate Fellowships** are four-year doctoral fellowships to support outstanding students in the physical sciences, mathematics, engineering, business, economics, and the biological and pharmaceutical sciences. Self Fellows demonstrate the potential and motivation to become notable leaders and to make significant contributions to their chosen professions and to society as a whole. For academic year 2004-05, the award includes a stipend of \$23,000 plus full tuition and fees up to 84 hours over the four years. Self fellows participate in a development program that provides general education and training in communication, management, and leadership to help prepare them for future leadership roles. Self Fellows are selected for their vision, career goals, and achievements to date, and because they have the ability to set and attain goals, leadership motivation and potential, and a strong work ethic. Students must be nominated by their departments. The fellowship is open to U.S. citizens only.

**Dissertation Fellowships.** This one-year award includes a stipend of \$14,000 plus payment of tuition for up to 6 graduate credit hours. Factors considered favorably are service as a teaching or research assistant, previous awards or scholarships, superior academic performance, good departmental evaluation, and a clearly stated proposal. Preference is given to students who expect to complete their dissertations during the award year and to those who have completed their comprehensive examinations. Preference is given especially to students who have been supported by teaching assistantships during all or most of their graduate study and to those who would profit significantly from released time from teaching or other duties.

**Melik Graduate Fellowships.** The Melik Fellowship recruits outstanding students who will add diversity to the campus and university. Students must be U.S. citizens or permanent residents. The award provides a stipend of \$10,000 plus payment of tuition for up to 9 graduate credit hours in fall and spring semesters. Awards are made during the first and fourth or fifth year of study. For students seeking only the master's degree, the award is made only for the first year of study. Departments are expected to offer a half-time teaching or research assistantship for the two or three intervening years for the doctoral student and for one year for the master's student, provided the student maintains good academic standing and satisfactory employment performance. The nominee must self-identify as Asian American, African American/Black, Native American, or Hispanic/Latino and must be a U.S. citizen or permanent resident.

**Melik Graduate Scholarships.** The KU Endowment Association and the Student Senate provide Melik Scholarships for new U.S. citizens or permanent residents. Alternates for the Melik Fellowship are considered for the Melik Scholarship. This one-year award offers a stipend of \$3,000. Departments are encouraged

to supplement this award with a teaching or research assistantship. Factors for consideration are the same as for the Melik Fellowship above. Important factors are bilingual or multilingual abilities; cultural background; ethnicity; evidence of commitment to diversity; evidence of leadership skills; first-generation college student; geographic diversity; previous career before pursuing higher education; race; service to the community; socio-economic status; urban/rural background; financial, social, family, physical, or educational hardships; or other unique contributions.

**Supplemental Scholarships.** The Graduate School provides scholarship funds for up to five departments to award a new incoming doctoral student a \$4,000 supplemental scholarship for three consecutive academic years, or a new incoming professional master's student \$3,000 for two consecutive years. The Graduate School awards these funds directly to the department before the recruitment period to help departments be more competitive and attract top applicants to KU. Departments receiving the awards must give the entire amount to one new incoming student along with a graduate teaching or research assistantship. Departments may submit only one proposal even if the department has multiple degree programs.

**Graduate Teaching Assistantship for Diversity.** These graduate teaching assistantships help KU create a diverse community and achieve its educational mission. In addition to academic requirements the following factors are considered: bilingual or multilingual abilities; cultural background; ethnicity; evidence of commitment to diversity; evidence of leadership skills; first-generation college student; geographic diversity; previous career before pursuing higher education; race; service to the community; socio-economic status; urban/rural background; financial, social, family, physical, or educational hardships; and other unique contributions. Each factor is important, but the decision is not based upon only one factor. These assistantships are for new U.S. citizens and permanent residents. The Graduate School and the departments share in funding a four-year appointment, authorized by the department. The student must maintain good academic standing and satisfactory employment performance to continue. Salaries are at the normal rate for such appointments.

**Dwight Eisenhower/Clifford Roberts Graduate Fellowships.** The Eisenhower Institute has invited KU to screen nominations for Dwight Eisenhower/Clifford Roberts Graduate Fellowships. Awards are made in late April. They help scholars of exceptional leadership to complete work for the doctoral degree in such areas as government, history, economics, business administration, and international affairs. Nominees should be preparing their dissertations. Research topics relating to President Eisenhower, the Eisenhower Administration, and issues that were of major concern to him command special attention. The award carries a stipend of \$7,500.

**Harry S. Truman Good Neighbor Awards.** The Harry S. Truman Good Neighbor Award Foundation has invited KU to screen nominations for the Jerry Smith Scholarship for International Studies and the Eddie Jacobsen Memorial Foundation Scholarship. Awards are made in May. Applicants must be KU undergraduate or graduate students pursuing study in international rela-

tions and diplomacy. The foundation places special emphasis on conflict resolution.

**Direct Exchange Scholarship Program.** The Graduate School also maintains direct exchange scholarship programs with the University of Birmingham in England; with the Ecole Supérieure de Commerce/University of Clermont-Ferrand in France; with the Universities of Bonn, Erlangen-Nürnberg, Hamburg, Kiel, Mainz, and Stuttgart in Germany; with the Eidgenössische Technische Hochschule (Federal Institute of Technology) in Zurich, Switzerland; and with the Universities of Nanjing, Nankai, and Zhengzhou in the People's Republic of China.

Under the agreements with these institutions, KU graduate students receive tuition and an allowance toward maintenance for an academic year of study abroad, while students from the counterpart universities in Europe and China are similarly supported at KU. U.S. students must be enrolled as graduate students or graduating seniors at KU (who must gain admission to the Graduate School before an award can be made), and each applicant must show how study abroad contributes directly to his or her graduate program. Applicants for study in France, Germany, Switzerland, and the People's Republic of China must demonstrate satisfactory command of the relevant language. Selection of U.S. scholarship holders is made by the Fulbright/Direct Exchange Scholarship Committee. Application is normally made in the fall for awards in the following academic year. Application forms and detailed information are available at the Office of International Programs, Strong Hall, 1450 Jayhawk Blvd., Room 300, Lawrence, KS 66045-7535.

**Departmental Fellowships and Traineeships.** Various graduate departments offer fellowships or traineeships, funded by external agencies.

**Graduate Student Travel Funds.** Graduate students enrolled at least half-time at KU are eligible to apply for assistance from the Graduate Student Paper Presenter Fund if they meet the other requirements for this fund. Graduate students applying to the fund must be presenting a paper or the disciplinary equivalent at a national or regional meeting of a learned or professional society. Applications are available on the Graduate School's Web site, [www.graduate.ku.edu](http://www.graduate.ku.edu), or at the Graduate School, Strong Hall, 1450 Jayhawk Blvd., Room 300, Lawrence, KS 66045-7535. They should be completed and submitted at least 28 days in advance of the expected departure. A copy of the abstract of the paper must accompany the application form. The student also must show proof that the paper has been accepted for presentation, although this may be submitted later if it is not available at the time of application. Awards currently are made for travel expenses up to \$400, pending availability of funds. Students must show

receipts to claim the funds. Depending on funding, each applicant is guaranteed one allocation during his or her graduate studies, with the potential of funding for a second conference as funds are available. The Graduate Student Council contributes about three-fourths of these funds. Remaining funds come from the KU Center for Research, Inc.

## Preparing Future Faculty

To support the professional development of graduate students seeking academic positions, the Graduate School offers the Preparing Future Faculty program. It consists of a colloquium each semester on the academic job search process; GS 800 Preparing Future Faculty, a course overview of choosing an academic career; and a program that allows KU doctoral candidates to visit and meet faculty from area colleges and universities. Contact the Graduate School for information.

### ● Graduate Studies Courses

**GS 700 Thesis and Dissertation Writing (4).** A course focusing on the important principles for writing a thesis or dissertation. Emphasis will be placed on the traits of a thesis/dissertation chapter and the essential elements for each chapter. In tutorials, students will receive feedback on how well the writing reflects the essential chapter elements; they will also receive feedback on their grammar through on-line editing guides. Prerequisite: Permission of instructor. LEC

**GS 710 Thesis and Dissertation Tutorials (2-6).** These tutorials are designed for students who have already started to write their theses or dissertations. Students will meet with the instructor on a weekly basis to review what they have written. They will also read materials about writing effective dissertation chapters. IND

**GS 750 Professional Writing (4).** This class is intended for graduate students who are in the early stages of their degree programs and who need to hone their reading and writing skills. It will help students learn the skills they need to read course materials and write papers for graduate courses. Students will read and analyze the structures of texts and do reading practices that focuses on improving reading speed and comprehension. In the work on writing, students will first be asked to write summaries, summary critiques, and comparative critiques of articles they read. In order to accomplish this, they will need to learn first and foremost to paraphrase original texts. Their final papers will be argument style research papers in which they will be asked to integrate material from readings around a central argument, comment on data or ideas, critique primary sources. Emphasis will be placed on learning to cite and quote primary materials, organize the content logically, and improve English grammar and usage. Grammar/editing tutorials will be a required component of the course. LEC

**GS 800 Preparing Future Faculty (1).** A course covering current issues in teaching, research, and service for graduate students seeking professional careers in academic settings. Prerequisite: Selection for participation in the Graduate School's Preparing Future Faculty program, or consent of instructor. LEC

## Preparing Future Professionals

To support the professional development of graduate students seeking professional careers outside academia, the Graduate School offers the Preparing Future Professionals program. It provides workshops each semester on seeking careers outside academia. Contact the Graduate School for information.

**The Office of the Graduate School is in Strong Hall, 1450 Jayhawk Blvd., Room 300, Lawrence, KS 66045-7535, telephone: (785) 864-6161; fax: (785) 864-4555.**

**The Office of the Vice Chancellor for Academic Affairs and Dean of Graduate Studies at KUMC is in 5015 Wescoe Pavilion, Mail Stop 1040, KU Medical Center, 3901 Rainbow Blvd., Kansas City, KS 66160, (913) 588-1258.**

**See pages 14 and 15 for admission procedures.**