

## **GRADUATE PROGRAM IN AGRICULTURAL, FOOD AND LIFE SCIENCES (MS AFLS)**

### **ADMINISTRATION**

The MS AFLS program is administered by a Bumpers College of Agricultural, Food and Life Sciences Steering Committee consisting of one member from each academic department and one or two representatives from the Cooperative Extension Service or off campus Research and Extension Centers. The Steering Committee is chaired by the Dean of the College or his/her appointee. This committee is known as the Master of Science in Agricultural, Food and Life Sciences (AFLS) Steering Committee. Members of the Steering Committee will serve three year terms with one third of the total membership being selected new each year.

A Program Coordinator, appointed by the Dean, will process all admissions to the program, serve as primary contact for student information and serve as liaison to the Graduate School and student committees.

### **GPA ADMISSION REQUIREMENTS**

Admission requirements will follow standards established by the Graduate School of the University of Arkansas. Normal admission requires a 3.0 or better cumulative grade point average on the last 60 hours of the bachelor of science degree or satisfactory scores on the Graduate Record Examination, the Miller's Analogy Test or similar standardized tests acceptable to the Graduate Dean. Exemptions will be evaluated on a case by case basis. Conditional admittance requires that students achieve a cumulative GPA of 2.85 on their first 12 hours of graduate work.

### **STUDENT'S COMMITTEE**

A graduate advisory committee is appointed for each student, consisting of a major professor from the department in which the heaviest concentration of agriculture courses will be developed. The major advisor is selected by the student and the Program Coordinator with the approval of the Dean of the Graduate School.

At least two other committee members are selected by the student and the major professor with approval of the Dean of the Graduate School. At least one committee member should be from outside the department in which the major professor is located, and one member must be a member of the Steering Committee. A committee will include at least three members of the graduate faculty.

Duties of the committee include approving a proposed course of study, assessing any deficiency courses and approving the special problem project or research topic. The committee will also administer the final comprehensive oral examination. The program of study form and the composition of the advisory committee should be submitted to the Program Coordinator and forwarded to the Graduate School within the first 12 hours of enrollment.

## **HOURS/COURSE REQUIREMENTS**

A minimum of 30 hours of graduate level courses is required. . Students must have a minimum of 9 hours of 5000 level courses or above. A student may complete the degree program by taking required courses at approved off-campus centers or in approved distance education courses. Senior level courses approved for graduate credit are also acceptable. Students may take courses in each of the two summer terms.

At least 24 of the total 30 graduate hours must be completed in residence credit at the U of A. Distance education courses originating from the University of Arkansas, Fayetteville campus are considered resident courses. Transfer hours up to a maximum of 6 hours of credit may satisfy particular requirements of the course of study if approved by the student's committee and the Graduate School. Transfer courses should be approved by the student advisory committee when the Program of Study is prepared.

Coursework must be taken in at least three different departments in the College of Agricultural, Food and Life Sciences (CAFLS). At the least, 9 hours will be taken in a defined emphasis area. Broad emphasis areas include but are not limited to agricultural education, animal science, plant science, pest management, and food safety.

Fifteen hours of all coursework must be completed in the Bumpers College. A course in statistics will be required either at the undergraduate or graduate level for all students completing the program.

## **SPECIAL PROBLEM REQUIREMENTS**

Requirements for this degree does not normally require a thesis; however, it does require a special problem (self-directed study). Each student will complete one 3-credit hour special problem from which a technical paper will be developed. A student may substitute an approved thesis project in one of the agricultural, food and life science departments for the required special problem project. No more than 9 hours of thesis, special problems and internships are recognized for degree requirements. No more than a total of 6 hours of special problems and internships may be taken. Each special problem course should be limited to 3 hours of credit.

It is recommended that the Graduate School format for a thesis be followed when writing the special problem report. The report will be submitted to the student's advisory committee at least two weeks prior to the comprehensive examination. Students will summarize and defend the special problem at the comprehensive final oral examination. A copy of the special problem will be forwarded to the Program Coordinator and the department of emphasis at the conclusion of the comprehensive examination.

## **Comprehensive Final Examination**

All students must pass a final oral examination to complete program requirements. The examination will be comprehensive and will address all course work and the special problem project. Students must submit copies of their written report to their advisory committee at least two weeks in advance of the date of the examination.

## **OTHER REQUIREMENTS**

An annual evaluation will be conducted to assess each student's progress toward the degree with the appropriate form submitted to the Program Coordinator. Upon completion of degree requirements, the Major Advisor will submit the Program of Study form to the Graduate Coordinator. The Graduate Coordinator will conduct an exit interview with each student completing the program. This interview will be conducted after the coursework and comprehensive examination have been completed. A resume listing a permanent address will be put in each student's file. This will be used to complete the three years follow up evaluation.

### **CHANGE OF DEGREE PROGRAMS**

A student admitted into the MS AFLS program from another graduate program at the University of Arkansas must complete at least 12 hours of formal graduate work after being admitted into the AFLS-MS program and meet all the requirements of the degree.

# **GRADUATE PROGRAMS IN AGRICULTURAL, FOOD AND LIFE SCIENCES**

## **PROCEDURES**

1. Interested students apply to Graduate School for admission to graduate studies. Upon admission to Graduate School and the MS AFLS degree program, the student will be assigned a faculty advisor by the Program Coordinator, generally from the area of defined academic emphasis. The advisor will serve as the Major Professor.
2. The Major Professor and the student will select the Advisory Committee. Names of the committee members should be submitted on the appropriate form to the Program Coordinator. The Program Coordinator will forward the approved form to the Graduate School. All Advisory Committee members must be members of the University of Arkansas Graduate Faculty.
3. The advisory committee should be composed of three to five members:
  - 1 – Major Professor
  - 1 – Representative of Steering Committee
  - 1 – Outside area of major interest
  - 1-2 – Major area of interest
4. The Major Professor and student should plan the proposed course of study during the first semester of enrollment. The proposed course of study will follow all program guidelines and should be approved by the Advisory Committee, with copies submitted to the Program Coordinator.
5. Students admitted into the MS AFLS Program from another graduate program must complete a minimum of 12 hours of graduate credit after acceptance into the program. Applications for admission from another graduate program must be evaluated and approved by the Program Coordinator with assistance from the Steering Committee.
6. Final examination will be oral and comprehensive covering all course work and the special problem project.
7. The final Record of Progress will be signed at the final examination and should be submitted to the Program Coordinator for approval and transmittal to the Graduate School.
8. An exit interview is required at the completion of all program requirements. The written report of special problem activities and a final resume with a permanent address should be submitted to the Program Coordinator at this time

