The University of Minnesota Graduate School requires all entering students receive a
program handbook. Our handbook is designed to provide information about the program
and to be a guide to your degree plan. You will be directed to sites that provide up-to-
date information about policies and procedures.

INTRODUCTION AND OVERVIEW

Family Social Science is a multidisciplinary department offering a unique opportunity for
an integrated program of study at the masters or doctoral level, using the knowledge and
methods of social science to examine family systems and their interactions with various
environments. Faculty are committed to research and the application of knowledge for
the enhancement of individual and family life. Their activities encompass a wide range of
social, economic, and political issues that affect families locally, nationally, and
internationally. The program’s goals are accomplished by:

- Teaching individuals to serve as researchers, theorists, educators, therapists,
  consultants, and/or administrators.
- Conducting research to improve understanding of family processes and
development over the life span, as well as to further understanding of the
interaction of individuals and families with their external environments.
- Disseminating research-based information at state, regional, national, and
  international locations for scholars, professionals, policymakers, and the general
  public.
- Involving students in engagement and professional activities.

Learning Environment and Student Backgrounds

The graduate students in Family Social Science contribute to a rich learning environment
through the varied personal and professional experiences they bring to the program.
Professional backgrounds of recent students include therapist, lobbyist, teacher,
researcher, center director, parent, minister, program manager, program evaluator, nurse,
and hospital chaplain. The diversity of students’ backgrounds in ethnicity, sexual
orientation, and national origin also adds to a multifaceted understanding of
intergenerational families. International students in the program hail from Canada, China,
Israel, Japan, Kenya, Korea, Malaysia, Russia, and Taiwan. Our alumni have come from: Chile, Germany, Hong Kong, India, South Africa, Swaziland, Serbia, and Turkey.

**Student Opportunities**

The program is designed to have extensive interaction between students and faculty. Students are also encouraged to support each other’s progress through formal and informal mechanisms. During the program, students frequently have opportunities to present papers at professional conferences, contribute to co-authored publications, teach undergraduates, develop materials for the internet based on their research and/or teaching experience, and develop materials for community outreach. Many times these are co-authored with a faculty member.

**Top Ranking University Graduate Program**

The University of Minnesota's graduate program in Family Social Science has been identified as a leader in the nation. In a 1992 survey of family scholars, Minnesota was ranked first out of twenty-eight doctoral degree-granting programs in training family theorists, researchers, and family life educators and tied for second in training marriage and family therapists.

Studies in 1985 and 1988 also ranked the Family Social Science program as the top program in the family field. The Outstanding Student Award presented annually by the National Council on Family Relations has been awarded several times to Minnesota graduate students, as has the Sage Dissertation Book Award. Many members of the Family Social Science faculty have received research awards and have served as presidents of national or international organizations: National Council on Family Relations; American Association of Marriage and Family Therapy; Society for Cross Cultural Research; American Association of Sex Educators, Counselors and Therapists; Groves Conference on Marriage and Family; and the Association of Financial Counseling and Planning Education. They have also served on the board of directors of the American Council on Consumer Interests and American Association of Family and Consumer Science.


MISSION AND GOALS

The mission of Family Social Science is to enhance the well being of diverse families in a changing world through teaching, research, and outreach. This understanding can ultimately lead to the development of strong families and to the enhancement of family functioning for future generations. The mission of Family Social Science is implemented through the interdependent activities of teaching, research, and outreach.

The goals of graduate education in Family Social Science involve assisting students in (a) integrating family theory, research, and practice; (b) producing family research; (c) developing teaching scholarship; and (d) demonstrating competencies in substantive areas of family social science.

Students receiving graduate degrees in Family Social Science are expected to have a broad knowledge of family science, to be able to engage in independent research related to families, and to be specialized in areas of application to human problems and issues for families and society. Students are also encouraged to take relevant courses in anthropology; psychology; social work; education; sociology; history; public health; work, community and family education; law; economics; political science; public affairs; child development; women's studies; Afro-American and African studies; immigrant studies; statistics; and research methods.

To meet these goals, students should consider the following activities:
- Coursework in Family Social Science and related fields
- Supervised research
- Supervised teaching
- Cooperative writing opportunities
- Field experiences
- Independent study opportunities
- Work with several departmental faculty
- Professional development
- Student interaction

ACADEMIC ADVISING AND EVALUATION

Academic Advising

One of the great strengths of our program is that students work closely with faculty mentors and advisors. Family Social Science supports this student faculty relationship in many ways. Some of them are through formal arrangements such as the advising system, Orientation Seminar for Family Social Science, FSOS Colloquium, and other group meetings. The student faculty relationship and the student to student connection is supported by the manner in which we introduce the program to you and the activities that you choose to be involved with during your graduate program.
The program requires a great deal of writing and research by students, and faculty are available to work with students to develop and perfect the conceptualization, organization, and other aspects of their projects. One sign that the process works is that students and recent graduates of this program have won a number of national awards for their work.

Of course, not all advising and mentoring is about writing and research, and the faculty work hard to speak to and help with other issues that come up during a student's time here -- including making choices about which courses to take, renewing motivation, developing as a teacher or therapist or other kind of professional, and finding the best employment niche. Faculty are also available to help you find solutions. We highly encourage student faculty interaction.

First Year Advising

The Director of Graduate Studies appoints an intake adviser for each entering student. At the end of the first year, the student may select a different faculty adviser from among the graduate faculty in Family Social Science. Master’s degree students will designate two members of the graduate faculty to serve on their committee, one as adviser. PhD students will select three FSosS faculty members to guide their work and critical review examination. One person will serve as adviser, the other two as committee members.

Your first year in the program is a time to get to know faculty members. The student is expected to select committee members by the end of the second semester in the program. The departmental form, Designation of Departmental Committee Members (available online at http://www.cehd.umn.edu/fsos/Graduate/forms.asp), is submitted to the intake adviser at the time of the first year evaluation. The choice of adviser and committee members rests primarily with the student.

During Orientation to Family Social Science (FSOS 8200), fall semester, students work together to devise a plan to get to know all faculty members in the department. This is an excellent way to learn about faculty without each student having an individual meeting with faculty. Students are encouraged to schedule follow-up conversations with faculty to get better acquainted, especially if they have an interest in having them as a member of their examining committee.

The intake adviser is automatically terminated at the end of the first year. Students are expected to ask the intake adviser to continue, if they want them to be their degree adviser. It is your responsibility to contact potential committee members to ask whether they would be willing to serve on your committee. Faculty members who already have heavy advising loads or other responsibilities may decline, which is why it is so important to get to know several faculty during your first year in the program. Family Social Science committee members along with one member from outside the major comprise the examining committee.
All committee members must be a member of the graduate faculty. It is easy to
determine whether a faculty member is eligible to serve as adviser or committee member
by consulting the Graduate Faculty Roster on the Graduate School web site:
http://www.grad.umn.edu/Faculty_Rosters/faculty.html. For example, an adviser on a
masters final examination committee must hold a Member Advising (MA) or Senior
Member (SM) membership in the major field. An adviser on a doctoral committee must
have Senior Member (SM) membership in the major field.

Evaluation of Students

All graduate students are evaluated annually. First-year students are evaluated by the
graduate faculty toward the end of spring semester of their first year. The purpose of the
evaluation is to review students' progress in the program and to assess strengths and
weaknesses.

At least two weeks prior to the May graduate faculty meeting at which first year students
will be evaluated, students receive a memo describing the 1-2 page handout they will
prepare for their first year review. Included is a list of academic accomplishments in the
program (courses taken and grades; class projects and major papers; summary of research
and/or teaching experiences; a summary of any special academic honors or experiences
you have had this year) and a Professional and Personal Assessment (your professional
and personal goals as stated when entering the program; your self-assessment of progress
toward those goals; an outline of plans to achieve remaining goals; changes in goals (if
any) and their implications for your future work here; personal comments on your
experiences in the department so far.

After the first year, the student’s committee of graduate faculty members reviews
progress annually. Students receive written reports of these evaluations from their
advisers. Students provide the graduate faculty a written self-assessment of progress as
part of the evaluation process.

DEGREE PROGRAM FORMS AND POLICIES

Filing a Degree Program

The official Degree Program is your plan of study for your degree. Degree programs are
a contract between you and the Department of Family Social Science Graduate Program,
as to which courses have been taken and those you plan to take and when you plan to take
them. The Degree Program is also considered official notification of your committee.
The departmental committee designated at the end of the first year is for advising
purposes. Filing the Degree Program form acknowledges the work of the faculty member
advising you. For most students, selecting the person who will serve as the outside
member of their committee is the most difficult. Begin with your adviser who can assist
you with planning your degree program and with identifying an outside committee member.

When to File a Degree Program

Master’s students completing a plan B will be expected to file the Graduate School Degree Program form at the end of their second semester in the program. Master’s students completing a Plan A are encouraged to file at end of the second semester but not later than their third semester in the program. The Graduate School’s minimum requirements for composition of the examining committee for Master’s final examination is 3 examiners – 2 from the major; 1 from outside the major (minor if declared). For a master’s degree the adviser can be either a member or senior member of the FSOS graduate faculty. For a supporting committee member, they must be member, member/advising, or senior member. Check the UM Graduate School Faculty Roster to see the membership classification for the faculty you wish to choose.

Doctoral students are expected to file the Graduate School Degree Program form at the end of the third semester. In addition to the three faculty members selected from within Family Social Science, an outside member who is on the graduate faculty must be selected. Students are encouraged to work with the three-person inside committee to select the member. If the student has declared a minor, then the Graduate School list of faculty for the specific minor applies. For a supporting program, any member of the graduate faculty can serve. The outside person is part of the examining committee for the preliminary oral examination, the dissertation, and the final oral examination. Some minors may have additional requirements. Advisers to PhD students must hold senior membership (SM) on the graduate faculty. If you wish to have a person who has member advising (MA) membership work with you on your dissertation, they can serve as a co-adviser with a senior member from the department. In Family Social Science, a senior member has successfully finished a PhD student as an adviser. Other members of your committee may be of either category, provided you have at least two people on the committee who are senior members. Your adviser (or adviser and co-adviser) and the person who will serve as the chair of your oral examinations must be senior members (UM Graduate School rule). Your adviser and chair of your oral exam must be two different people.

The adviser and the Director of Graduate Studies sign the Degree Plan form. Once the Degree Program form has been submitted and approved, the adviser and Director of Graduate Studies must approve any changes to it. If the student desires to change the advisers or committee members, the Director of Graduate Studies must be notified in writing. It is the faculty’s expectation that students will work with a variety of faculty members during their graduate career. Changing an adviser means that a better match for the completion of the degree work has been determined. Students are responsible to tell their current adviser as well as obtain consent of the new adviser prior to notifying the Director of Graduate Studies. To make changes in your committee members, e-mail the Director of Graduate Studies. Request approval to change from Professor X to Professor Y and give reason. Include your student ID and the degree sought in your e-mail. The
Director of Graduate Studies must approve all changes and the Graduate Student Support Services Assistant will process the request with the Graduate School.

**Degree Program Information from Graduate School**

The Degree Program form requires the approval of your adviser and the Director of Graduate Students. The form is available online at the Graduate School website: http://www.grad.umn.edu/current_students/forms/gs89a.pdf.

The Degree Program Form is a critical milestone form, as it is the official record of who your faculty advisor is; what coursework you will be using to meet degree requirements; whether you are formally declaring a minor; what (if any) language proficiencies you must demonstrate; and who will be serving on your masters or doctoral final examination. The Degree Program Form is used as an advising tool by your adviser and Director of Graduate Studies (DGS) and as a reference for you as you proceed through your masters or doctoral studies. The Graduate School also depends on this form as an advising tool and as a (required) reference when clearing you to graduate.

**FSOS Policy Regarding Registration for GRAD 999 Effective Fall Semester 2009**

The Department of Family Social Science graduate faculty voted on November 17, 2008 to restrict registration for GRAD 999 to twice for PhD students and once for Master's degree student without departmental approval. Additional registration requires that the student petition the Director of Graduate Studies for permission to register.

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**FAMILY SOCIAL SCIENCE GRADUATE PROGRAMS**

Graduate students in Family Social Science may seek a master's degree with thesis (Plan A), a master's degree without a thesis (Plan B), or a doctoral degree. A PhD minor in Family Social Science is available to graduate students from other departments at the University of Minnesota. Admission to the accredited Marriage and Family Therapy program is available only to doctoral students with a clinical master's degree.

The Graduate School requires that two-thirds of the credits for degree programs must be completed on the A-F grading system. A minimum grade point average of 3.20 (on a 4 point scale) is required by the department for a student to remain in good standing in any of its graduate degree programs. Course substitutions and transfer credits from other graduate programs may be requested by petition and must be approved by the adviser and Director of Graduate Studies.

**Master's Degree Programs**

The Master’s degree is offered under two plans: Plan A, requiring coursework and a thesis, and Plan B, requiring coursework and a project. Plan A consists of 20 credits of coursework and 10 thesis research credits. Plan B consists of 26 credits of coursework
plus a project for 4 credits. The Master’s Degree Program of study is planned by the student and the faculty adviser, approved by the Director of Graduate Studies, and the Degree Program filed with the Graduate School. Students are expected to file an official Degree Program for the degree by the time they have completed 10 credits. For most students this is during the second semester in the program.

Master’s degree students are required by the Graduate School to complete at least 60 percent of the coursework for their official degree programs (excluding thesis credits) as registered University of Minnesota Graduate School students. With approval of the adviser, director of graduate studies in the major (and director of graduate studies in the minor, if the courses are for a designated minor), and Graduate School, the transfer of up to 40 percent of the degree program coursework from any combination of the following is permitted: other recognized graduate schools, registration for graduate credit by non-admitted students, registration through other University of Minnesota units in pursuit of graduate-level degrees. The maximum of eight credits transferred into a Plan A Degree Program and a maximum of 10 credits for a Plan B.

Master's degree programs in Family Social Science consist of several components: (a) the major / core requirements, (b) an emphasis or area of concentration, (c) a supporting program, and (d) a thesis (Plan A) or project (Plan B).

All master’s degree students should check the Graduate School website for graduate requirements:  [http://www.grad.umn.edu/current_students/forms/masters.html](http://www.grad.umn.edu/current_students/forms/masters.html)

**Master's Degree (with Thesis) Plan A Requirements**

The Plan A Master's Degree consists of a minimum 20 credits of coursework, at least 6 credits of which are outside the Department of Family Social Science in a supporting program, and a research thesis for 10 credits that is presented in written format followed by an oral presentation and examination. The Plan A Master's Degree Program is recommended for students who intend to pursue a PhD degree. Course requirements listed below represent only a minimum number of credits that need to be taken. Students are encouraged to select additional coursework that will fit with their professional goals. The minimum requirements for the degree are equivalent to Stage I of the PhD program. The following graduate-level courses (or their equivalents) comprise the minimum requirements for the degree. Form is available on FSOS graduate web page.

<table>
<thead>
<tr>
<th>Table 1. Degree Program –M.A. Plan A</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Major / Core Requirements (10 credits)</strong></td>
</tr>
<tr>
<td><strong>Course</strong></td>
</tr>
<tr>
<td>FSoS 8001</td>
</tr>
<tr>
<td>FSoS 8013</td>
</tr>
<tr>
<td>FSoS 8013</td>
</tr>
<tr>
<td>FSoS 8200</td>
</tr>
</tbody>
</table>

**Emphasis or Area of Concentration (4 credits)**

Additional FSoS coursework in the student’s chosen field of concentration

<table>
<thead>
<tr>
<th><strong>Course</strong></th>
<th><strong>Title</strong></th>
<th><strong>Credits</strong></th>
<th><strong>Semester</strong></th>
<th><strong>Grade</strong></th>
</tr>
</thead>
</table>

8
### Supporting Program (6 credits)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Semester Completed</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPsy 8261</td>
<td>Statistical Methods I: Probability and Inference</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EPsy 8262</td>
<td>Statistical Methods II: Regression and the General Linear Model</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Thesis (10 credits)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Semester Completed</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSoS 8777</td>
<td>Thesis Credits: Master’s</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Final Stages for the Plan A**

Your *Degree Program* must be approved by the Graduate School before you can obtain your Graduation Packet and defend. About one semester before your final oral examination, obtain the Graduation Packet in 316 Johnston, or request online at [http://www.grad.umn.edu/current_students/forms/grad_packet/masters/confirm.html](http://www.grad.umn.edu/current_students/forms/grad_packet/masters/confirm.html). The Graduation Packet will contain the *Reviewers Report* form which must be signed and submitted to the Graduate School (316 Johnston) in order for you to obtain the *Examination Report* form. Also in the packet is the *Graduate Application for Degree* form which must be submitted to the Office of the Registrar by the first business day of the month you intend to graduate. The signed *Examination Report* form must be submitted by the last business day of the month you intend to graduate. **Keep the Graduation Packet in a safe place.** No examination can occur without all committee members present and paperwork available to report the outcome of the examination.

**Final Examination—Master Plan A**

All committee members must be present. It is advisable to schedule (tentative) with your committee at least a month prior to when you plan to have your oral. Faculty members are very busy with many students at the end of the semester. So checking for dates may take some time. It is the student’s responsibility to clear with the committee the date. A block of 2 hours should be scheduled. The examination is closed to everyone except the student and the student’s committee. Having a presentation of the master’s thesis work is a joint decision between the adviser and the student. It is an option in Family Social Science, not a requirement. If a seminar is desired, the time and place must be cleared with Family Social Science support staff. The seminar will be announced in a manner that is consistent with all seminars for FSOS. It is the student’s responsibility to give the information about the date, time, place, title of the thesis, and committee members to Graduate Student Support Services Assistant for the announcement.

**Finishing Degree**

After the examination, submit the Examination Report form, signed by your committee to the Graduate School (316 Johnston). The signed Examination Report form must be submitted by the last business day of the month you intend to graduate. Consult the
Students must deposit the thesis and apply for graduation to have a degree conferred. Degrees are conferred monthly by the University of Minnesota. Students finishing a thesis are requested to share a copy with the department for the FSOS Dissertation-Thesis-Project Library. The copy is given to the Graduate Student Support Services Assistant. It is customary for students to share a copy of their thesis with their adviser.

**Master's Degree (with Project) Plan B Requirements**

The Plan B Master’s degree program is available to students who wish to further their education so that they may hold positions of responsibility serving families. Although the instruction is based on research in the field, the Plan B degree is not intended to provide intensive research training.

The Plan B Master's Degree Program is understood to be a terminal degree, and is thus not recommended for students who intend to pursue the PhD degree. If the student later decides to pursue a PhD, he or she would need to complete the thesis-equivalent and the additional research methods and statistics courses required for the Plan A master’s degree. Such students would apply for entrance to the doctoral program in the same way that students from outside the department would apply; applications would be considered once per year for entrance the following fall.

The Plan B Master's Degree consists of a minimum of 26 credits of coursework, at least 6 of which are outside the Department of Family Social Science in a supporting program and a project for at least 4 credits that is presented in written format prior to an oral examination. Supporting programs might represent anthropological, psychological, sociological, economic, historical, or other approaches to the study of family; or education, policy, counseling, or other applications. Course requirements listed below represent only a minimum number of credits that need to be taken. The following graduate-level courses (or their equivalents) comprise the minimum requirements for the Plan B Master M.A. degree.

<table>
<thead>
<tr>
<th>Major / Core Requirements (7 credits)</th>
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<tbody>
<tr>
<td>Course</td>
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<tr>
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</tr>
<tr>
<td>FSoS 8001</td>
</tr>
<tr>
<td>Select one research methods course</td>
</tr>
<tr>
<td>FSoS 8200</td>
</tr>
</tbody>
</table>

**Emphasis or Area of Concentration (13 credits)**
- Additional FSoS coursework in the student’s chosen field of concentration

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Semester</th>
<th>Grade</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Course</td>
<td>Title</td>
<td>Credits</td>
<td>Semester Completed</td>
<td>Grade</td>
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<td>------------</td>
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</tr>
<tr>
<td>FSoS 5015</td>
<td>Family Research Laboratory (if taking FSoS 5014)</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FSoS</td>
<td></td>
<td>3</td>
<td></td>
<td></td>
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<tr>
<td>FSoS</td>
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<td>FSoS</td>
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<td>3</td>
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</tbody>
</table>

**Supporting Program (6 credits)**

<table>
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<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Semester Completed</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPsy 8261</td>
<td>Statistical Methods I: Probability and Inference</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(course outside FSoS)</td>
<td></td>
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<td></td>
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</tbody>
</table>

**Project (4 credits)**

<table>
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<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Semester Completed</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSoS 8755</td>
<td>Master’s Paper: Plan B Project</td>
<td>4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Oral examination over the content and methods of the project --

**Final Examination—Master Plan B**

All committee members must be present. It is advisable to schedule (tentative) with your committee at least a month prior to when you plan to have your oral. Faculty members are very busy with many students at the end of the semester. So checking for dates may take some time. It is the student’s responsibility to clear with the committee the date. A block of 2 hours should be scheduled. The examination is closed to everyone except the student and the student’s committee. Having a presentation of the master’s thesis work is a joint decision between the adviser and the student. It is an option in Family Social Science, not a requirement. It is unusual for the student to select a seminar option.

If a seminar is desired, the time and place must be cleared with Family Social Science support staff. The seminar will be announced in a manner that is consistent with all seminars for FSOS. It is the student’s responsibility to give the information about the date, time, place, title of the thesis, and committee members to Graduate Student Support Services Assistant for the announcement.

**Finishing Degree**

After the examination, submit the Examination Report form, signed by your committee to the Graduate School (316 Johnston). The signed Examination Report form must be submitted by the last business day of the month in which you intend to graduate. The student is responsible for any corrections requested by the committee to the project. The Plan B project is kept within the department. Consult the Graduate School Degree Completion Check List Master’s Plan B (without thesis) web site for more information: [http://www.grad.umn.edu/current_students/masters/planb.html](http://www.grad.umn.edu/current_students/masters/planb.html)

Students must apply for graduation to have a degree conferred. Degrees are conferred monthly by the University of Minnesota. Students finishing a project are requested to share a copy with the department for the FSOS Dissertation-Thesis-Project Library. The
copy is given to the Graduate Student Support Services Assistant. It is customary for students to share a copy with their adviser.

PhD Degree Requirements

The degree of Doctor of Philosophy is conferred in recognition of the breadth and depth of scholarly knowledge and of demonstrated ability to investigate problems independently, rather than simply completing specific courses within a stated period of time. The student's program of study must be rationally unified; that is, courses must contribute to an organized program of study and research. To attain doctoral level knowledge, a student must go far beyond coursework and credits and be committed to learning and researching independently and collaboratively, striving constantly for breadth, seeking the greatest depth of knowledge, and developing competencies in critical thinking.

A PhD in Family Social Science is offered in two specialization areas: Family Science and Marriage and Family Therapy. The student and the faculty adviser plan the program of study for the PhD by the end of the third semester of study. The student’s adviser, Director of Graduate Studies, and Graduate School must approve the Degree Program form. Students who select Marriage and Family Therapy will need additional approval from the Director of the Marriage and Family Therapy Program prior to receiving approval from the Director of Graduate Studies.

The PhD program consists of several components. The Stage I courses satisfy requirements for the Family Science Master’s Plan A program. Consult the Graduate School Catalog for information concerning the transfer of credits to a doctoral degree program: http://www.catalogs.umn.edu/grad/gen/phd.html.

Stage II has major/core requirements, a specialization, supporting program with courses outside of the Family Social Science Department, and dissertation credits. Students in the Marriage and Family Therapy specialization will have clinical requirements consisting of practicum and an internship in addition to their coursework and other requirements.

In addition to coursework, the program requirements include:

- a Written Preliminary Examination (the Critical Review and Special Project papers),
- an Oral Preliminary Examination,
- Final Oral Examination.

[Details about these requirements can be found in the "Guide to Program Requirements," on the FSoS Graduate Forms web page.]

Coursework for PhD

The minimum requirements for the PhD degree are the following courses that are in addition to the Stage I requirements listed in the Plan A Master's Degree. The courses
must be taken A-F. Consult the Graduate School Catalog for information concerning the transfer of credits to a doctoral degree program.

The course work is different for the two specializations. The core requirements are the same, but the Family Science students are prepared to meet their goals. Marriage and Family Therapy students are prepared to meet clinical standards and also prepared taking the licensing examinations at the end of their clinical MFT courses, practicum, and internship.

**Table 3. Doctoral Degree -- Family Science Specialization**

The degree consists of stage I and II. Stage I is the master’s degree or program equivalent. Stage II consists of core requirements, a 24 credit Family Science specialization, 12 credit supporting program outside of Family Social Science, preliminary written examination, preliminary oral examination, 24 dissertation credits, and final oral examination.

**Stage I—Master’s degree or program equivalent**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Semester completed</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSoS 5014</td>
<td>Quantitative Family Research Methods I</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FSoS 8001</td>
<td>Conceptual Frameworks in the Family</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FSoS 8013</td>
<td>Qualitative Family Research Methods</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FSoS 8200</td>
<td>Orientation Seminar for Family Social Science</td>
<td>1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**FSoS electives (4 credits)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Semester completed</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSoS 5015</td>
<td>Family Research Laboratory</td>
<td>1</td>
<td></td>
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</tr>
<tr>
<td>FSoS____</td>
<td></td>
<td></td>
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</tbody>
</table>

**Supporting Program (6 credits)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Semester completed</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPsy 8261</td>
<td>Statistical Methods I: Probability and Inference</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EPsy 8262</td>
<td>Statistical Methods II: Regression and the General Linear Model</td>
<td>3</td>
<td></td>
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</tr>
</tbody>
</table>

**Thesis (10 Credits)**

If thesis is not research based, the special paper must be a research study

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSoS8777</td>
<td>Thesis Credits: Master’s</td>
<td>10</td>
</tr>
</tbody>
</table>

**Stage II**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Semester completed</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSoS 8003</td>
<td>Current Issues in Family Science</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FSoS 8014</td>
<td>Quantitative Family Research Methods II</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

One course of Advanced Quantitative Research Methods, Multivariate Statistics or Advanced Qualitative Methods Course. Selection determined with advising committee for degree plan.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Semester completed</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSoS 8047</td>
<td>Integrative Research Seminar (register after critical review has been completed)</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**FSoS Family Science Specialization (24 credits)**

Select 8 of the courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSoS 5032</td>
<td>Family Systems Theories and Interventions</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>FSoS 8005</td>
<td>Multicultural Issues in Family Science</td>
<td>3</td>
<td></td>
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<tr>
<td>FSoS 8007</td>
<td>Ethical Issues and Moral Dilemmas in Family</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Course</td>
<td>Title</td>
<td>Credits</td>
<td>Semester completed</td>
</tr>
<tr>
<td>----------</td>
<td>-------------------------------------------</td>
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</tr>
<tr>
<td>FSoS 8033</td>
<td>Problems in Families</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>FSoS 8035</td>
<td>Assessment of Couples and Families</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>FSoS 8104</td>
<td>Family Policy</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>FSoS 8105</td>
<td>Family Gerontology</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>FSoS 8106</td>
<td>Families from an Economic Perspective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>FSoS 8550</td>
<td>Advanced Topics in Family Social Science:</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>FSoS 8550</td>
<td>Advanced Topics in Family Social Science:</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

**Supporting Program (12 credits)**

A coherent supporting program with courses outside of Family Social Science, a minor in another department, or free-standing interdisciplinary minor.

<table>
<thead>
<tr>
<th>Credits</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>3</td>
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<tr>
<td>3</td>
<td></td>
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</tbody>
</table>

**Dissertation (24 credits)**

Can only be taken after preliminary written examination and preliminary oral examination are passed. See guide to program for details of examinations.

| FSoS 8888 | Dissertation Credits | 24       |          |

The Stage I satisfies requirements for the Family Social Science Master’s Plan A (with thesis). Students who entered the program for a MA/PhD in Family Science will have completed all the courses and will file a Degree Program for the masters program. Thus, Stage II is generally the focus for PhD students in Family Science. Students who have not completed the research basics required in the master’s program, will work closely with their intake adviser to determine the competency needed. Note that Research Methods I (FSOS5014 & FSOS 5015) are required for the advanced course (FSOS 8014).

Students coming from another family science program easily waive these courses. Students entering from a degree other than family science usually need to take some of these courses as background to be successful in the PhD program. All the Graduate School rules for courses from other Universities are followed. They must be recent and have been taken as a graduate student for graduate credit.

Students work with their selected adviser and their inside FSOS committee members to determine if they have the background and content for the course they desire to waive. The beginning point is the syllabus of the course completed. It should be matched up with the current syllabus of the course desired to be waived. Students coming from other programs may petition to waive courses, if they have completed an equivalent course. The FSoS Graduate Program Petition form is available on the FSoS Graduate Forms web page [http://www.catalogs.umn.edu/grad/gen/phd.html](http://www.catalogs.umn.edu/grad/gen/phd.html). A course that has been waived is not recorded on the Degree Program form.

FSoS 8200 is required of all students the first semester they register in any Family Social Science Program.
Supporting Program (12 credits)
The supporting program must be outside of Family Social Science. The supporting program is constituted in one of the following three ways: (a) a coherent group of courses taken in various departments outside Family Social Science, such as work, community, and family education, psychology, sociology, anthropology, economics, child development, gerontology, political science, speech communication, or philosophy, (b) a full graduate minor in another program, or (c) one of the Graduate School’s free-standing interdisciplinary minors (such as Interpersonal Relationships Research, Family Policy, Gerontology, Feminist Studies, Population Studies). At the doctoral level, statistics and methodology courses taken outside the department may count as a supporting program if the student has elected statistics or methods as his/her area of concentration. The School of Statistics offers “Minor in Statistics” programs for both the M.S. and PhD degrees.

Marriage and Family Therapy Accredited Program
The Marriage and Family Therapy (MFT) program involves coursework, practicum experiences, and a supervised internship. Accredited by the Commission on Accreditation for Marriage and Family Therapy Education (COAMFTE), the program trains students to work with individuals, couples, and families, using a systemic and contextual approach. However, the mission goes beyond equipping students with marriage and family therapy skills. Combined with graduate study in theory, research, education, and related areas, graduates are able to be research-oriented clinicians, clinically oriented researchers, therapist educators, and clinical supervisors.

Students in the Marriage and Family Therapy Program have responsibilities for reporting and accountability of their clinical experiences. These rules and regulations are included in the MFT Program Policies and Procedures document. Timely reporting of clinical hours is part of the evaluation of FSOS-MFT students. Students in good standing have their clinical hours reports and other requirements up to date.

Table 4. Doctoral Degree -- Marriage and Family Therapy Specialization

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Semester completed</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSoS 8200</td>
<td>Orientation to Family Social Science</td>
<td>1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Marriage and Family Therapy Accreditation Requirements

<table>
<thead>
<tr>
<th>Individual and Family Studies Core Requirements (24 Credits)</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSoS 8001 Conceptual Frameworks in the Family</td>
</tr>
<tr>
<td>FSoS 8003 Current Issues in Family Science</td>
</tr>
<tr>
<td>FSoS 8005 Multicultural Issues in Family Science</td>
</tr>
<tr>
<td>FSoS 8007 Ethical Issues and Moral Dilemmas in Family Life</td>
</tr>
</tbody>
</table>

Two of the following four family science courses:

| FSoS 8104 Family Policy                                    | 3       |
| FSoS 8105 Family Gerontology                              | 3       |
| FSoS 8106 Families from an Economic Perspective           | 3       |
| FSoS 8550 Advanced Topics in Family Social Science:       | 3       |

The next two courses can be applied to a supporting program

<p>| Cpsy 8606 Advanced Developmental Psychopathology            |         |</p>
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Semester completed</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cpsy 8302</td>
<td>Developmental Psychology: Social and Emotional Processes</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Core Research Courses (21 Credits)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSoS 8013</td>
<td>Qualitative Family Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>FSoS 8014</td>
<td>Quantitative Family Research Methods II</td>
<td>3</td>
</tr>
<tr>
<td>FSoS 8036</td>
<td>Couple and Family Therapy Research</td>
<td>3</td>
</tr>
<tr>
<td>FSoS 8047</td>
<td>Integrative Research Seminar (register after critical review has been completed)</td>
<td>3</td>
</tr>
</tbody>
</table>

Three research core courses can count in supporting program credits

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPsy 8261</td>
<td>Statistical Methods I: Probability and Inference</td>
<td>3</td>
</tr>
<tr>
<td>EPsy 8262</td>
<td>Statistical Methods II: Regression and the General Linear Model</td>
<td>3</td>
</tr>
</tbody>
</table>

One course of Advanced Quantitative Research Methods, Multivariate Statistics or Advanced Qualitative Methods Course. Selection determined with advising committee for degree plan.

**Classroom Clinical Courses (33 Credits)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSoS 5032</td>
<td>Family Systems Theories and Interventions</td>
<td>3</td>
</tr>
<tr>
<td>FSoS 8031</td>
<td>Family of Origin</td>
<td>3</td>
</tr>
<tr>
<td>FSoS 8033</td>
<td>Problems in Families</td>
<td>3</td>
</tr>
<tr>
<td>FSoS 8034</td>
<td>Marriage and Family Supervision</td>
<td>3</td>
</tr>
<tr>
<td>FSoS 8035</td>
<td>Assessment of Couples and Families</td>
<td>3</td>
</tr>
<tr>
<td>FSoS 8037</td>
<td>Ethics, Legal, and Professional Issues</td>
<td>3</td>
</tr>
<tr>
<td>FSoS 8039</td>
<td>Clinical Interventions for Couples</td>
<td>3</td>
</tr>
<tr>
<td>FSoS 8275</td>
<td>Clinical Consultation with Couples and Families</td>
<td>3</td>
</tr>
<tr>
<td>FSoS 8551</td>
<td>Advanced Clinical MFT Topic:</td>
<td>3</td>
</tr>
<tr>
<td>FSoS 8551</td>
<td>Advanced Clinical MFT Topic:</td>
<td>3</td>
</tr>
</tbody>
</table>

Classroom Clinical Course that can count as supporting program course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SW 8051</td>
<td>Psychopathology and Social Work Practice</td>
<td>3</td>
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</tbody>
</table>

**Clinical Contact Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSoS 8295</td>
<td>Family Therapy Practicum</td>
<td>Must register every semester until in internship course</td>
</tr>
<tr>
<td>FSoS 8296</td>
<td>Family Therapy Internship</td>
<td>variable</td>
</tr>
</tbody>
</table>

**Marriage and Family Therapy Specialization Elective**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSoS 8297</td>
<td>Supervision of Supervision (Practicum)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Supporting Program (12 credits)**

A coherent supporting program with courses outside of Family Social Science, a minor in another department, or free-standing interdisciplinary minor. MFT Courses are noted that may be used for the supporting program.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>3</td>
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<td>3</td>
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<td>3</td>
</tr>
</tbody>
</table>

**Dissertation (24 credits)**

Can only be taken after preliminary written examination and preliminary oral examination are passed. See guide to program for details of examinations.
Students with a specialization in Marriage and Family Therapy who have taken equivalent coursework in a clinical master’s degree program, may petition the Director of the Marriage and Family Program to waive course requirements. Forms for MFT students and the Graduate Program Petition form can be found at the FSoS Graduate Forms web page: http://www.cehd.umn.edu/fsos/Graduate/forms.asp. Family Social Science Core and Core Research Courses require the signature of both the adviser and the Director of Graduate Studies. A student who has not completed the research basics required in the master’s program, will work closely with their intake adviser to determine the competency needed. Note that Research Methods I (FSOS5014 & FSOS 5015) are required for the advanced course (FSOS 8014).

**Supporting Program (12 credits)**
The supporting program must be outside of Family Social Science. The supporting program is constituted in one of the following three ways: (a) a coherent group of courses taken in various departments outside Family Social Science, (b) a full graduate minor in another program, or (c) one of the Graduate School’s free-standing interdisciplinary minors (such as Interpersonal Relationships Research, Family Policy, Gerontology, Feminist Studies, Population Studies). At the doctoral level, statistics and methodology courses taken outside the department may count as a supporting program if the student has elected statistics or methods as his/her area of concentration. The MFT specialization has some required courses that are allowed to be part of the supporting program. Check with your adviser to determine if you can count these in your supporting area.

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**PHD WRITTEN AND ORAL EXAMINATIONS**

**Preliminary Written Examination**
Preliminary Written Examination is a requirement of the Graduate School as well as Family Social Science Program. There are two parts to the PhD preliminary written examination. The first is a critical review paper started at the end of the first year in the PhD program and finished by the end of third semester in the program. The other is a special project paper. See the “Guide to PhD Program Requirements” for the specifics: http://www.cehd.umn.edu/fsos/assets/pdf/Graduate/guide_phd_requirements-2008.pdf. Both of these written assignments are graded. When the student passes both assignments, a form *(Preliminary Written Examination Report)* is filed in the Graduate School declaring the student has passed the preliminary written examination. This form must clear the Graduate School before the preliminary oral examination can be scheduled. Students need to plan ahead to allow time for processing forms (at least one week).

The **critical review paper** is completed first and is a measure of the student’s ability to critically analyze existing literature focusing on theoretical concepts, research methodology, and application of the findings on a specific topic. The topic is selected by
the student with the approval of the FSOS three person inside committee. The Application for Critical Review Paper is available on the FSoS Graduate Forms web page and should be filed at the end of the second semester in PhD program. The adviser and the FSOS committee members process the critical review paper and the grading of the paper. Many students meet with their three person committee after they have filed the application. Students should not begin writing until the application is approved.

The **special project** is designed to assist students to learn to write for publication in professional journals, in addition to serving as a measure of student progress toward the doctoral degree. The Application for Special Project Paper is available on the FSoS Graduate Forms web page. The application should be filed before beginning to write the paper. The Evaluation and Examination Committee of the FSoS Graduate Program approves the special project. They also assign the readers for the paper. Anyone that has worked with the student on the paper is disallowed as a reader of the special paper. Students who are making excellent progress in the program will have their special project completed prior to enrolling in Integrative Research Seminar.

**Oral Preliminary Examination**
The Graduate School requires that doctoral students successfully complete their Preliminary Oral Examination before enrolling in dissertation credits. To help students progress in a timely manner, guidelines have been established. See the Department of Family Social Science "Guide to Program Requirements" for details.

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**DEVELOPING SPECIALIZED COMPETENCIES**

**Research Practicum with Faculty Members**
All doctoral students are expected to develop competencies in planning, analyzing, conducting, and reporting research by participating in one or more research projects throughout their program of graduate study. Students are encouraged to work with several faculty members during the duration of their graduate study and can receive research credits by enrolling in FSoS 8193 Directed Study or FSoS 8794 Directed Research. Consent of the specific faculty member involved is required. Students also gain research experience during the writing of the special project. Many students find faculty that have data available and work with them to complete the research project.

**Research Competencies**
The faculty in Family Social Science value both quantitative and qualitative approaches to research. All PhD students are required to take at least one 8000 level research methods course in each. Choice of methodology depends on one’s research questions and is made in consultation with the supervising professor. At least one of three major projects (master’s thesis, special project, doctoral dissertation) must be quantitative in nature. The three-person advising committee is the final decision maker for the depth of the quantitative or qualitative work.
Graduate Teaching Internship

The University of Minnesota has a strong interest in the preparation of graduate students for teaching in the undergraduate curriculum. The Family Social Science faculty believes that structured, supervised teaching opportunities should be available to graduate students who will be educating family social science students of the future. The overall objective for the teaching internship sequence is to provide students with the theory, research, and practice foundations needed for future roles as college teachers and family life educators.

The Family Social Science department collaborates with the Preparing Future Faculty (PFF) program of the Graduate School. Through the PFF program, graduate students have the opportunity to learn theory and practice of teaching the college student. This collaboration also provides an opportunity to work within the department to develop skills specific to the teaching of the family social science curriculum.

Students enter the program by taking GRAD 8101 (3 credits). This course provides a solid grounding in theory and practice of college teaching. During the second semester of the PFF program, students take GRAD 8102 (3 credits) while also participating in a teaching practicum experience. In this practicum, students are involved in team teaching and assisting with FSoS 1101 (Intimate Relationships), an undergraduate core course that serves the entire university. Each intern participates in a weekly team teaching seminar and takes responsibility for leading a breakout discussion section of students in 1101. Performance in the breakout sections is supervised and forms the basis for working through the day-to-day issues that face any college-level teacher. Student interns receive a 25% teaching assistantship during the semester they are engaged in the practicum.

The teaching internship program is available to all FSoS graduate students, with consent of the internship coordinator. Students may take GRAD 8101 at any time in their program, although the sequence is not typically begun until after the student’s first year has been completed. The prerequisite for GRAD 8102 is completion of GRAD 8101 and acceptance for the practicum. For further information, consult the teaching internship coordinator.

Graduate students who have completed the teaching internship sequence may teach selected undergraduate courses up to a maximum of six offerings, subject to student demand and scheduling priorities. Most of these courses are special topics for the summer school term. There will be an announcement with a call for proposals. Students must have completed the PFF sequence to be eligible.

Dissertation Preparation

A research proposal for the dissertation is required. This proposal may be prepared upon completion of the preliminary oral examination. Students who pass the preliminary
examination are designated PhD candidates and sometimes informally referred to as “ABD”—all but dissertation.

A dissertation prospectus meeting is required of all students. The student works with their dissertation adviser and the committee to schedule a time to meet to discuss the proposed research. The FSoS form Completion of Dissertation Prospectus Meeting, is signed by the committee signifying that they agree to the proposed research. If there are concerns about the proposed work, the adviser, student, and committee work together to resolve the concerns. At the end of the proposal meeting, everyone should be in agreement about the depth and content of the dissertation.

Following this meeting the student will file the Graduate School Thesis/Project Proposal form http://www.grad.umn.edu/current_students/forms/GS63A.PDF. This form is signed by the student’s adviser and the DGS. This form is important, because it designates the chair for the final oral examination and the readers who certify the dissertation is ready for defense. It triggers a requirements check in the Graduate School that the courses on the degree plan have been completed. If there is a course on the Degree Plan that has not been completed it must be reconciled. If it is a required course, it must be completed. If it is an elective, a petition must be filed to clear the course from the Degree Program.

The Thesis/Project Proposal form must be approved by the Graduate School in order for you to obtain the Graduation Packet. One semester before your final oral examination, obtain the Graduation Packet in 316 Johnston, or request online at http://www.grad.umn.edu/current_students/forms/grad_packet/doctoral/confirm.html. Submit the forms in the Graduation Packet per instructions. The Final Oral Examination Scheduling form must be submitted to the Graduate School (316 Johnston) at least one week in advance of your examination. After September 8, 2009, doctoral students will schedule their doctoral final examination with the Graduate School online. Submission of the Reviewers’ Report form to the Graduate School (316 Johnston), signed by your reviewers, is among the requirements that must be met prior to release of the Final Examination Report form and the Graduate School’s authorization for you to take your final examination. The Graduate Application for Degree form must be submitted to the Office of the Registrar by the first business day of the month you intend to graduate.

Dissertation Ready to Defend
Students are required to have 3 readers certify that their dissertation is ready to defend prior to scheduling the final oral examination. The student works with the adviser to determine when it is ready for other committee members to read. The time from when the dissertation is given to the readers and the final oral is usually around 6 weeks. The readers need time to read for readiness for defense. The student needs time to make any changes prior to defense. The Reviewers’ Report form is filed with the Graduate School.

Scheduling the Final Oral Examination

The Final Oral Examination Scheduling form can be filed at the same time that the certification of Reviewers’ Report form is filed. The Graduate School requires a week to
process the forms. They must prepare the Final Examination Report form which will be mailed to the Chair of the Final Oral Examination. Plan ahead. At the end of the semester, it takes more time because they are busy with many requests. The date, time, and room must be on the form. Schedule the date and time with you committee well in advance of your actual final oral examination. Schedule the room with staff in the main office of Family Social Science. Schedule the exam for two hours. Provide the Graduate Student Support Services Assistant with the date, time, place, and title of your dissertation for the official announcement of your defense.

Final Oral Examination
All committee members must be present before the seminar can begin. The first hour of the examination is a seminar by the student defending the dissertation. The Chair of the Final Examination will introduce the student and topic as well as close out the seminar. The student presents for about 40 minutes and has time for questions from the guests at the seminar. No committee member can ask questions during the open seminar. The second hour of the Final Oral Examination is with the committee and is closed to all other people.

Finishing Degree
At the conclusion of the final oral examination, the student files the Final Oral Examination Report form with the Graduate School. The student is responsible for making any and all corrections requested by the committee to the dissertation. Rules for delivering the dissertation and required signatures by the adviser are in the graduation packet and on the Graduate School website, Ph.D. Completion Check List: http://www.grad.umn.edu/current_students/doctoral/phdeddchecklist.html. The Family Social Science graduate program adheres to Graduate School rules.

Submit your completed dissertation/project and ensure that all remaining degree requirements are met by the last working day of the month you intend to graduate (see Graduation Instructions sheet, included in your graduation packet, for further details on these forms). Degrees are conferred monthly by the University of Minnesota. Students finishing a dissertation are requested to share a copy with the department for the FSOS Dissertation-Thesis-Project Library. The copy is given to the Graduate Student Support Services Assistant. It is customary for students to share a copy of their bound dissertation with their adviser.

Students should consult The Graduate School website for degree requirements:

Degree Completion Check List Master’s Plan A (with thesis)
http://www.grad.umn.edu/current_students/masters/plana.html

Degree Completion Check List Master’s Plan B (without thesis)
http://www.grad.umn.edu/current_students/masters/planb.html

PhD Completion Check List
http://www.grad.umn.edu/current_students/doctoral/phdeddchecklist.html
GRADUATION COMMENCEMENT CEREMONY PARTICIPATION

Family Social Science would like to see everyone participate in the Graduate School Graduation Commencement Ceremony and celebrate the accomplishment of a degree. Thus, our program has some requirements for participation. If the student has passed their final oral by the Graduate School’s deadline for submitting the Commencement Attendance Approval form (early October for late fall ceremony and early March for late spring ceremony), no permission is needed.

Permission is needed to participate in the commencement ceremony if the project, thesis, or dissertation is not in the final draft and delivered to the adviser before the deadline in early October or early March. The adviser signs that they have the draft and that there is a very high probability that the student will finish in time to have the final oral prior to the graduation ceremony. The DGS is required to sign before the form can be filed with the Graduate School. Plan ahead. Every year, there are some students disappointed because they actually finish, but they were not far enough along in October or March for the adviser to sign. The adviser makes the decision.

Commencement information is available at:
http://www.grad.umn.edu/current_students/degree_completion/commencement/index.html

FINANCIAL SUPPORT

Research and Teaching Assistantships
Research and teaching assistantships provide important financial benefits and work experiences for students, but also involve a commitment in terms of time and energy. Assistantships are an employment contract. A 25% assistantship requires 10 hours of work each week, whereas a 50% assistantship requires 20 hours of work each week. The work will vary with the stage in the research process or with the time of the semester in the case of teaching. As with any job, there are responsibilities to the faculty member who is the employer and there are work deadlines that must be met. Sometimes the demands of the job take priority over other activities. Students who decide to accept an assistantship are also deciding to make a commitment to the particular job for which they have been hired. You are responsible for providing your supervisor with a copy of your schedule including class times as well as work times. Students who receive research and teaching assistantships are evaluated by the faculty with whom they worked. Students also have an opportunity to evaluate the assistantship experience.

A half-time research or teaching assistantship is 20 hours per week for the semester. The student receives a stipend, plus partial health insurance, and may register for up to 14 credits. A quarter-time assistant works 10 hours per week for the semester and receives
one-half the health insurance coverage and one-half of the tuition benefit for up to 14 credits. The tuition benefit the student receives is paid for by grant funding and the department. Assistantships are available to students in good standing and making excellent progress in the program. All students who hold assistantships must register for at least 6 credits. The employment contract begins before classes start and ends after examinations are completed. Students are required to be on the job for the entire time of the contract. Each student must have an employment discussion with his/her faculty supervisor at the beginning of the semester, so that everyone knows what is expected.

**Graduate School and University Wide Fellowships**

Graduate student funding resource information is available on The Graduate School website: [http://www.grad.umn.edu/current_students/funding/](http://www.grad.umn.edu/current_students/funding/). Graduate School Fellowships require nomination and support letters by faculty and/or the program.

**Graduate School Fellowship (for entering students)**

Faculty may nominate entering doctoral students for a Graduate School Fellowship, depending upon the availability of these fellowships from the Graduate School. Fellowship awards are based on GRE scores, potential for research, and supporting experiences that demonstrate excellence and a high potential for success in the graduate program. The Fellowship may not be deferred to another academic year. It is a non-renewable award; its taxability is governed by the 1986 Tax Reform Act.

**Diversity of Opportunity and Views Fellowship (DOVE)**

Faculty may nominate entering students for this University wide honor. This fellowship is awarded for full-time study. The Fellowship may not be deferred to another academic year. It is a non-renewable award, the taxability of which is governed by the 1986 Tax Reform Act.

**Graduate School Doctoral Dissertation Fellowship**

This fellowship is for full time work on the dissertation. It pays a stipend plus tuition and a portion of health insurance. The department recommends approximately one student per year to the Graduate School for this award. Only students make excellent progress in the program can be considered. Plan ahead if you wish to apply for this fellowship. Work with your adviser to understand the criteria and timing. Approximately eighty of these fellowships are awarded each year across the entire university.

Graduate School fellowships require nomination by a faculty member and the Director of Graduate Studies. The department will provide timely announcements about the application process. Most fellowships require several hours to prepare and require letters of support from faculty.

**University – Wide Fellowships**

Several University-wide fellowship opportunities are available to students; see the Graduate School website for a listing. Many of these are specific and planning ahead is important to meet the criteria.
**Departmental Fellowship Funds**
Several scholarships and tuition awards are available through the department on a competitive basis. These fellowships are announced each spring depending upon availability, not all fellowships are offered every year. A committee comprised of faculty select award recipients.

For a list of FSoS Scholarship Opportunities visit: [http://www.cehd.umn.edu/fsos/Graduate/scholarshipOpps.asp](http://www.cehd.umn.edu/fsos/Graduate/scholarshipOpps.asp). FSoS fellowships are competitive and require an application plus letter or letters of support. Students who are awarded fellowships are required to write a report indicating accomplishments during the time of the scholarship or fellowship.

**Graduate Student Travel Fund**
Gift money from Family Social Science alumni, faculty, and friends is allocated in the amounts of $400 for out-of-state travel to support graduate students who present papers at national and international professional conferences. Students complete the one-page Ruth E Hall Fund application available on the FSoS Graduate Forms page: [http://www.cehd.umn.edu/fsos/Graduate/forms.asp](http://www.cehd.umn.edu/fsos/Graduate/forms.asp). Attach documentation (e.g., letter of invitation, program with name listed) no later than two weeks prior to travel. Students are also required to submit a travel authorization form ([http://intranet.cehd.umn.edu/fso/forms/](http://intranet.cehd.umn.edu/fso/forms/)) along with the application.

After students graduate, they will be encouraged to contribute to the travel fund for future students’ support – a fund built on reciprocity. Students are not limited to the number of times they may apply for these funds.

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**GRADUATE PROGRAM POLICIES**

**Student Representation**
Students interested in serving as a student representative at general or graduate faculty meetings are encouraged to volunteer. Advantages include developing an understanding of the concerns of the Family Social Science Department, getting to know the faculty members, and learning about the larger University. Students alternate with each other as representatives. Each cohort has a representative at the graduate faculty meetings.

Students may also serve as a representative on the Council of Graduate Students (COGS), which is the official student college council representing graduate students on the Twin Cities campus (See [http://www.cogs.umn.edu/](http://www.cogs.umn.edu/) for more information).

Students are encouraged to become involved in student activities within the College of Education and Human Development.
Outside Employment
Graduate experiences will be optimized when students can participate fully in the many informal opportunities for interaction among faculty and graduate students, including research projects, practicum, independent study, and small group seminars. Students are encouraged to participate in the program on a full-time basis. The department attempts to provide financial support for students in the form of teaching and research assistantships, or fellowships. Part-time outside employment is occasionally necessary for graduate students. The concentration required for graduate study is extremely difficult with full-time employment in the labor market.

Registration
All graduate students must be registered by the first day of classes each semester. See current Class Schedule for information on how to register. Students wishing to be Teaching Assistants are encouraged to register early. Assistantship are assigned taking into consideration the student’s class schedule.

International Students
Family Social Science welcomes and supports international students in many ways. All international students have many rules that must be followed. University policies are always followed by Family Social Science. International students will be encouraged to visit the Office of International Student and Scholar Services.

International students must pass the Speak Test to work in the classroom. University Policy requires that all prospective nonnative English speaking TAs take the SPEAK test when they arrive or provide official documentation of their score on the Test of Spoken English (TSE). This requirement is in addition to the admission and placement requirements. Students will be highly encouraged to take the Speak Test during the first semester in the program. Since international students are not allowed to work off U of M campus, passing the speak test increases the types of employment available to you.

All international students are encouraged to get to know the Director of Graduate Studies. The faculty and DGS work together to create an environment that is welcoming. If a problem arises, please talk to someone about it. It is much easier to solve a problem in the beginning when it is small, rather than deal with a larger problem later on.

Human Rights Statement
The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, or sexual orientation.

Inquiries regarding compliance may be directed to the Director, Office of Equal Opportunity and Affirmative Action, University of Minnesota, 419 Morrill Hall, 100 Church Street S.E., University of Minnesota, Minneapolis, Minnesota 55455, (612) 624-9547, eoaa@umn.edu. Website at [http://www.eoaffact.umn.edu/](http://www.eoaffact.umn.edu/).
GRADUATE COURSES OFFERED IN FAMILY SOCIAL SCIENCE

These courses are taught on a schedule with all core courses each year. Many are on a two year rotation. Consult the FSoS Schedule of Course Offerings available online at: http://www.cehd.umn.edu/fsos/assets/pdf/Graduate/ScheduleofCourseOfferings.pdf. You can view the Class Schedule and Course Guide on One Stop http://onestop.umn.edu/ (see Quick Links on the right side of the page). The FSoS Courses website has syllabus for the current courses. If you need to see a syllabus for comparison to a class you have completed, the faculty member who last taught the course is a good place to start. Also, the department keeps a file of previous syllabi and you can request to see a copy.

FSoS 5014 - Quantitative Family Research Methods I
FSoS 5015 - Family Research Laboratory
FSoS 5032 - Family Systems Theories and Interventions
FSoS 8001 - Conceptual Frameworks in the Family
FSoS 8003 - Current Issues in Family Science
FSoS 8005 - Multicultural Issues in Family Social Science
FSoS 8007 - Ethical Issues and Moral Dilemmas in Family Life
FSoS 8013 - Qualitative Family Research Methods
FSoS 8014 - Qualitative Family Research Methods II
FSoS 8031 - Family of Origin
FSoS 8033 - Problems in Families
FSoS 8034 - Marriage and Family Therapy Supervision
FSoS 8035 - Assessment of Couples and Families
FSoS 8036 - Couple and Family Therapy Research
FSoS 8037 - Ethical, Legal and Professional Issues
FSoS 8039 - Clinical Interventions for Couples
FSoS 8047 - Integrative Research Seminar
FSoS 8103 - Family Decision Making
FSoS 8104 - Family Policy Seminar
FSoS 8105 - Family Gerontology
FSoS 8106 - Seminar: Families from an Economic Perspective
FSoS 8150 - Topics in FSoS
FSoS 8160 - Topics in Marriage and Family Therapy
FSoS 8193 - Directed Study in FSoS
FSoS 8200 - Orientation for Family Social Science
FSoS 8275 - Clinical Consultation with Couples and Families
FSoS 8295 - Family Therapy Practicum
FSoS 8296 - Family Therapy Internship
FSoS 8297 - Supervision of Supervision
FSoS 8550 - Advanced Topics in FSoS
FSoS 8560 - Advanced Clinical Topics in Marriage and Family Therapy
FSoS 8666 - Doctoral Pre Thesis Credits
FSoS 8777 - Thesis Credits: Master's
FSoS 8888 - Thesis Credits: Doctoral
FSoS 8755 - Master's Paper: Plan B Project
FSoS 8794 - Directed Research in FSoS
The University of Minnesota, the state's major Land Grant and urban university, offers graduate students a comprehensive range of programs, and the opportunities to learn from colleagues drawn from around the world. Excellence is the hallmark of the University's graduate programs and faculty.

Recent national surveys have ranked many of the University's programs among the country's top 10, including those in chemical engineering, economics, geography, political science, psychology, and family social science. National rankings note also the distinguished productivity of faculty in these programs and others, including cellular and molecular biology, computer science, family social science, electrical engineering, history, mechanical engineering, and microbiology.

An internationally renowned faculty drives research achievements in many fields. Development of super grains, (Era and Wheaton wheat and Robust barley), determination of acid rain and its effects on northern Minnesota lakes, and development of techniques for successful bone marrow and organ transplants are some examples of the pioneering research accomplished by University faculty.

The University consists of a network of five campuses throughout the state - in the Twin Cities, Duluth, Morris, Rochester, and Crookston - and numerous research stations, where experiments are conducted in family social science, agriculture, biology, forestry, horticulture, and natural history.

The Twin Cities campus, by far the largest in the University system, is really two campuses; one in Minneapolis, and one in St. Paul. The Department of Family Social Science is located on the St. Paul campus, but students will take courses on the Minneapolis campus.

The St. Paul campus is situated in the heart of a pleasant wooded residential neighborhood, lending it a small-town than urban feeling. Located here are the Colleges of Education and Human Development (CEHD); Design (CDes); Food, Agriculture, Natural Resources Science (CFANS); Biological Sciences, and Veterinary Medicine, Ecology, The Department of Family Social Science is one of seven departments within the College of Education and Human Development that are located on the St. Paul and Minneapolis campuses.

The Minneapolis campus is further divided by the Mississippi River into East and West Banks, each with a distinctive character. On the East Bank are the older buildings and the grassy, tree-lined central mall of a traditional college campus. Located here are the Institute of Technology and many departments of the College of Liberal Arts, as well as a new health sciences complex and two prize-winning underground buildings.
The West Bank features several high-rise structures and most of the University's newest buildings, housing the Law School, the School of Music, the Hubert H. Humphrey Institute of Public Affairs, the Carlson School of Management, studio arts and theater buildings, and the remainder of the liberal arts departments.

You are encouraged to learn about the University while you are a student. Take advantage of the multitude of opportunities available.

THE TWIN CITIES

The Twin Cities of Minneapolis and St. Paul offer much exciting entertainment, recreational, and cultural activities. Minneapolis is the home of the nationally renowned Guthrie Theater that presents classics, musicals, drama, and comedy. The theater district near the University's Minneapolis campus boasts seven theaters, four of them on campus. St. Paul is the home of the Ordway Theater and the Penumbra Theater. Musical activity flourishes led by the Minnesota Orchestra, the St. Paul Chamber Orchestra, the Minnesota Opera Company, and many early music ensembles.

The Twin Cities is also becoming a popular hub for pop recording artists such as Grammy award winning music producer Jimmy Jam, The Artist formerly known as Prince, Bobby McFerrin, and The Sounds of Blackness. Minnesota movie productions have also flourished, with the making of Fargo, Jingle All the Way, Grumpy Old Men, the Mighty Ducks, Untamed Heart, Purple Rain, and others.

Sports fans can enjoy football (Minnesota Vikings), baseball (Minnesota Twins, St. Paul Saints), basketball (Timberwolves and Lynx), and hockey team (The Minnesota Wild). Other highlights of the metropolitan area include touring Broadway musicals, high-quality local and national dance performances, the Science Museum of Minnesota (with its Omnitheater), historic Fort Snelling, The Minnesota Zoo, Valley Fair, the annual Renaissance Festival, Winter Carnival, Aquatennial, and Minnesota State Fair. The ethnic diversity of the Twin Cities has grown within the past few years and is represented in an increasing number of cultural celebrations, festivals, restaurants and other businesses.

The Twin Cities is also the home of the Mall of America, the second largest shopping mall and entertainment attraction in the world. In the summer, there are many outdoor activities such as sailing, outdoor camping, jet skiing, water skiing, fishing, canoeing, rock climbing, picnics in the parks, etc. Yes, winters are cold; but tunnels or skyways connect many buildings (campuses included) and the cities are well equipped to handle snow removal. Many winter days are sunny and bright and invite outdoor activities such as cross-country skiing, downhill skiing, ice-skating, snowmobiling, bob sledding, etc.

For additional information about Minnesota please visit the Explore Minnesota website: http://www.exploreminnesota.com/.
This publication/material is available in alternative formats upon request. Please contact the Student Support Services Assistant, Department of Family Social Science, 1985 Buford Avenue, 290 McNeal Hall, St. Paul, MN 55108 or telephone: 612/625-3116.

The information in this handbook and other University catalogs, publications, or announcements is subject to change without notice. University offices can provide current information about possible changes.