



*Family
Studies
Undergraduate
Handbook*

College of Health and Human Performance
University of Maryland
College Park

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PREFACE

We are pleased to welcome you as a student in the Family Studies Department. Family Studies is an academic discipline which has expanded greatly over the past twenty years. There is a rapidly growing body of knowledge related to the study of families and the policies and programs that affect families, as well as an increasing national awareness of the importance of the family unit to the well-being of individuals and our entire society. Our faculty and staff are happy that you have decided to join us in your educational pursuits toward our shared goals.

Family Studies is a department in the College of Health and Human Performance. Our department offices are housed in Marie Mount Hall, with our main offices in Suite 1204. Completion of the requirements of the Department and the University lead to the Bachelor of Science degree. Graduates from our program are well prepared to enter graduate programs in family studies, family therapy, law, social work, counseling, psychology, sociology, health education, human resource management, and other fields in which knowledge of social sciences is good professional preparation.

Graduates not seeking higher degrees are prepared for entry-level jobs as human service workers, counselors, family life educators, work and family specialists, non-profit organization administrators, and staff members of other agencies addressing family needs. The curriculum focuses on courses which acquaint our students with current knowledge regarding individual and family development. There are also required courses in law, policy, and human service management as these fields relate to families and family service systems. Electives allow students to add a particular area of interest to their knowledge base, thereby permitting greater flexibility in career preparation. Our department has a system of faculty advisors/mentors to help students individualize their curriculum plan so that students can tailor their coursework to address specific interests and prepare for particular careers. We urge you to take advantage of our system of advising and mentoring.

Again, welcome to our family!



UNIVERSITY OF
MARYLAND

DEPARTMENT OF FAMILY STUDIES

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INTRODUCTION

This handbook has been prepared for undergraduate majors in the Department of Family Studies and their advisors. The information provided should be helpful as a handy reference for some of the most frequently-asked questions about the Family Studies program and University requirements. The requirements are based on the Revised Family Studies Program which became effective during the Fall 2002 semester. All majors are responsible for the information in this booklet, each semester's schedule of classes, and the undergraduate catalog in effect at their date of admission.

All users of this handbook are asked to inform the Undergraduate Program Coordinator about questions which are not answered in this handbook or suggestions for improvement.

WHAT IS FAMILY STUDIES?

The Family Studies major focuses on the study of families and the problems they face in contemporary society. The major offers excellent training in scientific methods to understand family development, behavior, and strengths, and to solve family problems. Students learn to describe, explain, and improve the quality of family life through education, applied research, policy analysis, and human services program management.

Our Department awards a Bachelors of Science degree in Family Studies. Students in our major study families, the challenges they face, and ways to help them succeed in today's society. The curriculum focuses on individual and family development over the life span, examining social, cultural, economic, and historical trends that affect family functioning. Required coursework examines: changing family forms/lifestyles, culturally diverse families, child/family development, inter-generational relations, family law, family economics, poverty, work and family issues, family crises, research methods, and the delivery of human services to families. Each student also completes a 120-hour internship course, providing an opportunity to apply coursework in a professional position. Students can augment the requirements of the curriculum through elective courses to create a specific program of study which allows them to pursue a particular academic and/or career goal related to the primary discipline. There is no intent to orient all students toward one specialized interest or occupation.

FAMILY STUDIES PROGRAM GOAL AND OBJECTIVES

The primary goal of the Family Studies Program is to provide a well-rounded scholarly understanding of the body of knowledge related to families. The program core includes exploration of this scientific, philosophical, and historical knowledge and the theoretical bases of the study of families. From this broad knowledge base, the program provides flexibility so that a student may pursue a variety of areas related to family dynamics, family policy, and human service organizations. The program's objectives are to:

1. Develop basic knowledge, comprehension, and appreciation of:
 - a. scientific, historical, cultural, and philosophical perspectives of families
 - b. theoretical bases for the study of families
 - c. family influences on the individual
 - d. societal influences on the family
 - e. implications of family theory and research for family policy and human service programs
2. Provide guidance through teaching, advising, internships, and research experiences with the goal of augmenting knowledge and skills so that the student can more sharply define educational and career goals.

OUR FACULTY

The Department's faculty members come from diverse backgrounds, providing students with expertise and guidance in the interdisciplinary study of families, human service management, and policy analysis. They are trained in a variety of disciplines, including administration, anthropology, education, law, political science, psychology, social work, sociology, family science, human development, and economics. The faculty has an outstanding record of excellence in teaching as demonstrated by numerous college and university teaching awards. Current members of the faculty and their research interests are:

Sally Koblinsky, Professor and Chair (Ph.D., Oregon State University)

Parenting in at-risk families, homelessness, community violence, child development, scholarship of teaching and learning.

Elaine Anderson, Professor (Ph.D., Pennsylvania State University)

Family policy, at-risk families, fathering, work & family issues.

Andrew Billingsley, Professor Emeritus (Ph.D., Brandeis University)

African American individuals and families, multicultural issues, religion and families.

Bonnie Braun, Associate Professor (Ph.D., University of Missouri)

Family policy, family resiliency, low-income families, rural families, educational program evaluation.

Johnetta Davis, Affiliate Faculty (Ph.D., Howard University)

Family communication, service delivery systems for families and children with special needs.

Norman Epstein, Professor (Ph.D., University of California–Los Angeles)

Assessment and treatment of couples, depression, anxiety, cross-cultural research, domestic violence, and family psychoeducation for schizophrenia.

Ned Gaylin, Professor Emeritus (Ph.D., University of Chicago)

Parent-child relationships, theory, therapy, violence.

Frances Goldscheider, College Park Professor (Ph.D., University of Pennsylvania)

Youth in transition to adulthood, changes in family structure, stepfamilies, family consequences of child disability.

Sandra Hofferth, Professor (Ph.D., University of North Carolina)

American children's use of time, work and family, fathers and fathering, adolescent pregnancy and childbearing, childhood obesity, family policy.

Jinhee Kim, Associate Professor (Ph.D., Virginia Tech University)

Financial stress, health, and work outcome behavior of employees, credit counseling and debt management, food resource management of low-income families.

Jaslean LaTaillade, Assistant Professor (Ph.D., University of Washington)

African American interracial couples and families, intimate partner violence, couple therapy, ethnic minority families.

Leigh Leslie, Associate Professor (Ph.D., Pennsylvania State University)

Gender issues, social support, ethnic families.

Manouchehr Mokhtari, Associate Professor (Ph.D., University of Houston)

Microeconomic analysis of household behavior, economics of family behavior in former Soviet Union nations, family tax policy in economies in transition.

Noel Myricks, Professor Emeritus (Ed.D., American University)

Family law, children's legal issues, family mediation.

Suzanne Randolph, Associate Professor (Ph.D., University of Michigan)

African American families, HIV/AIDS, community violence, evaluation of maternal/child health programs.

Kevin Roy, Assistant Professor (Ph.D., Northwestern University)

Men in low-income families, fathering, social policy, qualitative methods, poverty across the life course.

Roger Rubin, Associate Professor Emeritus (Ph.D. Pennsylvania State University)

African American families, mental illness and families, family policy, and delayed fatherhood.

Susan Walker, Associate Professor (Ph.D., University of Wisconsin)

Child care, caregiving, parenting education, at-risk families, afterschool program effectiveness, Latino families, undergraduate education.

Jacqueline Wallen, Associate Professor (Ph.D., University of Chicago)

Women and substance abuse treatment, treatment of PTSD, adoption and foster care, work & family programs.

Carol Werlinich, Instructor (Ph.D., University of Maryland)

Family therapy, domestic violence, couples communication.

The Department is proud of the rich ethnic and gender diversity of its faculty, staff, and students. The Department is a campus leader in promoting sensitivity to gender, class, religious, and cultural issues. Faculty address diversity issues both inside and outside the classroom. Family Studies was named the "Outstanding Academic Unit" by the University's President's Commission on Ethnic Minority Issues for the third time in 2004. In 1990, the President's Commission named a Family Studies faculty member as the University's Outstanding Faculty Member. In 1996 and 2006, other Family Studies faculty members were named the University's Outstanding Faculty Woman of Color.

Family Studies faculty members have earned national and international reputations for their research on culturally diverse and high-risk families in the U.S., as well as their pioneering studies of families and children in the former Soviet Union, China, and Columbia. Faculty members have provided insight into contemporary American families from all socioeconomic backgrounds through widely-acclaimed books on such topics as African-American families, family policy, family therapy, depression in families, addictions and recovery, alternative family lifestyles, and gender and close relationships.

DEGREE REQUIREMENTS

The Family Studies major requires a **minimum** of three semesters of coursework from the time you enter the major. (Summer sessions can usually be substituted for one of these semesters).

Major Core Courses (45 credits)

The major core is comprised of 15 courses which enable the student to examine fundamental knowledge in Family Studies. These courses provide the student with knowledge about family theory, research methods in family studies, strengths and weaknesses in family functioning, child development and intergenerational family roles, family economics and family law, the needs of special populations, and the management and significance of human services and family policy. In addition to the student's didactic learning, an experiential learning component is required for all majors – a 120-hour semester-long internship.*

<u>Course</u>	<u>Prerequisite(s)</u>	<u>Credits</u>
FMST302 Research Methods in Family Studies	STAT100 or EDMS451	3
FMST330 Family Theories and Patterns		3
FMST332 Children in Families	FMST105 or PSYC100	3
FMST381 Poverty, Affluence, and Families	SOCY100 or SOCY105	3
FMST383 Delivery of Human Services to Families	FMST330	3
FMST432 Intergenerational Aspects of Family Living	FMST332	3
FMST477 Internship and Analysis in Family Studies*	FMST383 + 6 FMST credits	3
FMST487 Legal Aspects of Family Problems		3
FMST290 Family Economics**		3
FMST elective (any FMST Elective)***		3
FMST elective (any FMST Elective)***		3
STAT100 – Introduction to Statistics <u>or</u> EDMS451 – Introduction to Educational Statistics		3
PSYC100 – Introduction to Psychology		3
SOCY100 – Introduction to Sociology <u>or</u> SOCY105 – Introduction to Contemporary Social Problems		3
COMM100 – Foundations of Oral Communication <u>or</u> COMM107 – Oral Communication: Principles and Practices <u>or</u> COMM125 – Introduction to Interpersonal Communication		3

*See “Student Guide to Internship” on page 27.

** *ECON 200 (Principles of Microeconomics) or ECON201 (Principles of Macroeconomics) may be substituted to fulfill the FMST economics requirement.*

*** *Must be selected from FMST courses. No field work or independent study is allowed to fill this requirement. FMST290 cannot be used as an FMST elective. FMST105 and FMST298F may be counted as required FMST electives if taken before 56 credits, but may not be counted as fulfilling the FMST elective requirement if taken after 56 credits. Both courses can be used as University electives.*

General Education Requirements (46 credits)

In addition to completing a major course of study, students are required to complete the fundamental studies requirement and a set of general education requirements intended to provide exposure to broad areas of historic and contemporary human thought and experience. The program that each student must follow is determined by his/her date of matriculation at the University of Maryland – College Park. All students that entered the University of Maryland after May 1990 are required to complete the CORE General Education Program. Please refer to page 30 for an outline of the University’s CORE requirements.

Electives (29 credits minimum)

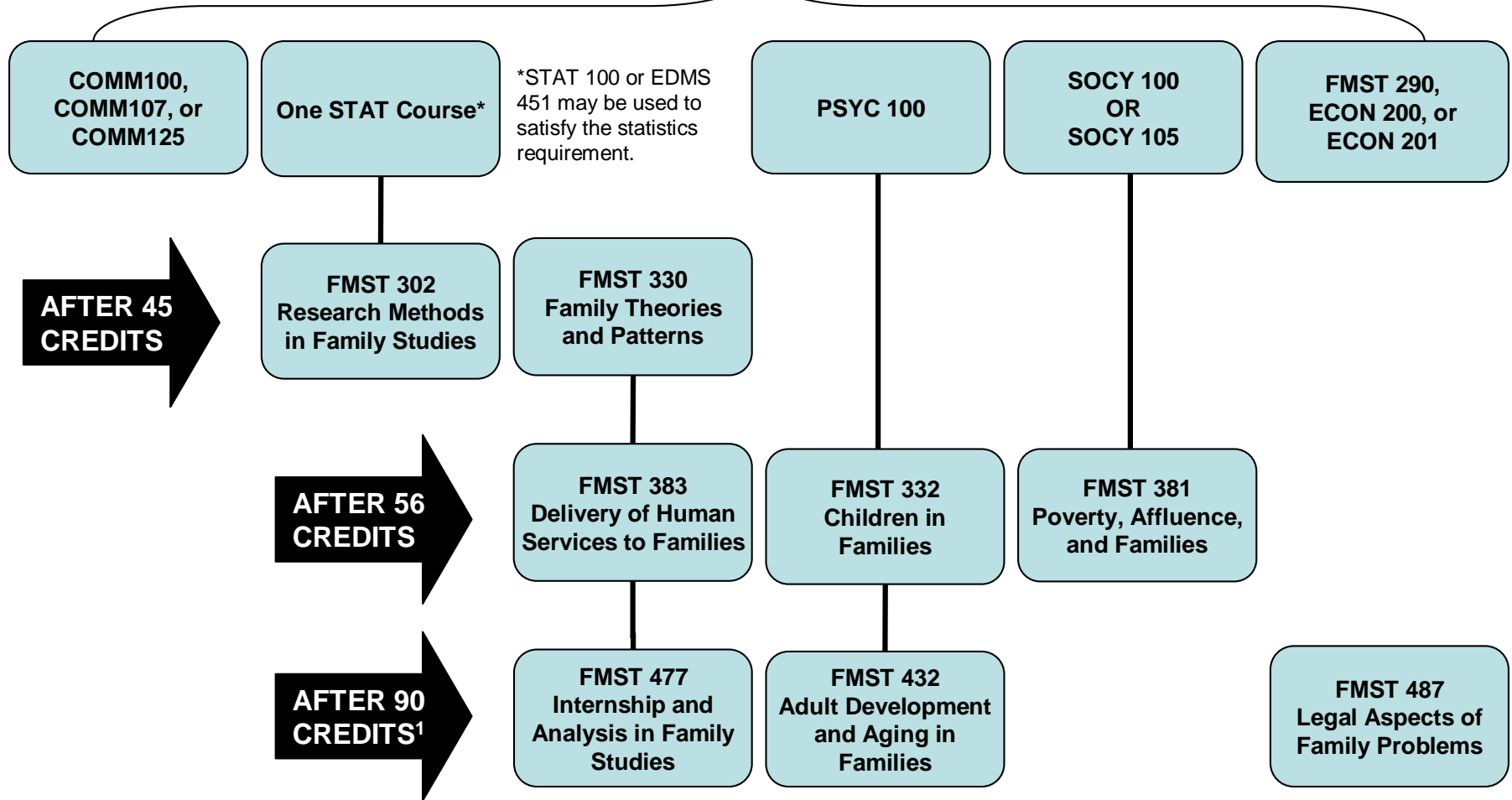
Family Studies majors often have room for several elective courses to complete their 120-credit graduation requirement. These elective credits are in addition to the two required FMST elective courses. Technically, electives may be any University course, but to maximize your educational opportunities and best prepare for a particular career or professional path, you should carefully select electives that meet your future goals. Select electives from courses that address personal and career interest. Electives should be selected from related areas in coordination with your interests. (You may also use the course clusters listed on pages 19-26 as a guide.) If you have any questions or would like some feedback on your elective choices, please consult with your faculty advisor.

THINGS TO REMEMBER:

- You must earn a minimum of 120 credits with a cumulative GPA of 2.0 or higher. Because some courses may meet more than one requirement (i.e.: major and CORE), you may need more than 29 credits of electives to reach 120 total credits earned.
- All major requirements must be passed with a grade of “C” or better.
- Twelve credits of FMST courses must be taken during the student’s last thirty credits.
- Fifteen credits of 300- and 400-level coursework must be taken during the student’s last thirty credits (can be FMST courses).
- If you register for a class that has prerequisites in which you have not received a grade of “C” or better, **you will be dropped from the class.**

Family Studies Course Sequence

Foundation Courses



Two additional FMST electives required (based on course level)²

100/200 Freshman/Sophomore Year
300/400 Junior/Senior Year

1) FMST _____

2) FMST _____

¹ FMST majors must take 12 credits of FMST courses during their final 30 credits at UMCP.

² FMST105 and FMST298F **cannot** be used as FMST electives if taken after 56 credits earned.

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FMST HONORS PROGRAM

The Department of Family Studies Honors Program is designed to provide academically talented students with a more advanced and enriching educational experience in Family Studies. The Honors Program gives students an opportunity to participate in scholarly independent study, interact with FMST faculty, and examine a range of intellectual topics in greater depth than is possible in the traditional Family Studies program.

Admission into the FMST Honors Program

Any FMST major who meets the following criteria is eligible for the Honors Program:

- An overall GPA of 3.3 with at least 45 credits completed
- Completion of:
 - FMST290 with a grade of “B” or better and an additional three credits in FMST **OR**
 - ECON200 and an additional six credits in FMST
- A GPA of 3.5 in all FMST courses

Students meeting the criteria and wishing to participate in the Honors Program must apply three semesters (not including summer) prior to graduation. Application forms are available from the FMST Honors Program Coordinator.

Continuation in the Program

Students must maintain a 3.3 overall GPA and a 3.5 FMST GPA to remain in the program. If a student falls below either of these standards, he or she will have one semester to meet the standard or be dropped from the program.

Requirements for Graduation with Honors

Completion of the FMST Honors Program requires:

- Nine credits of FMST Honors courses* (either Honors section or Honors option)
- Six credits of Honors thesis under the direction of an FMST faculty advisor, culminating in a thesis and satisfactory oral defense of the thesis to a committee of at least two full-time UMCP faculty (including the advisor)

Requirements for Graduation with High Honors

Students in the FMST Honors Program may graduate with High Honors from the department by meeting all of the following requirements:

- Completion of the graduation requirements listed above
- Completion of Honors thesis with a grade of “A”
- Completion of a Bachelor of Science degree with a cumulative GPA of 3.7 or higher
- No grade below a B in any FMST course

For more information on the FMST Honors Program, please contact Dr. Jinhee Kim at (301) 405-3500 or jinkim@umd.edu.

** Three credits of 300-level or higher coursework from the University Honors Program can be substituted with the approval of the FMST Honors Program Coordinator.*

ADVISING POLICY

To become a Family Studies major, a student must first attend an orientation meeting. Current students should sign up for a time and further instructions about the orientation at 1204 Marie Mount Hall. Orientations for new freshmen and new transfer students are scheduled with the College of Health and Human Performance's Student Service Center located at 1304 Health and Human Performance Building. At the orientation meeting, students are presented with the Family Studies Undergraduate Handbook which lists Department goals, policies, and procedures. At the end of the orientation, students will complete a Change of Major Acknowledgement Form and a four-year academic plan to officially declare their new major.

Each new major is assigned a faculty advisor during their orientation meeting. Faculty advisors are available during the academic year to address student concerns about course selection, internships, graduate study, and other career-related matters. Faculty advisors hold office hours throughout the week; however, making an advising appointment is preferred.

At the initial advising session, students will receive a copy of the Degree Requirements Grid that outlines all courses required to meet major and University requirements. This grid should be updated periodically and taken to all future advising sessions.

After the initial mandatory advising session, advising is optional. However, the University requires that students in the following categories must receive **mandatory** advising prior to registering for classes:

- Newly admitted freshmen and transfer students
- Students who have received an academic warning
- Students seeking reinstatement after dismissal or withdrawal
- Student athletes

SENIOR AUDIT

When a student has earned approximately 80 credits, his/her records will be reviewed by the Undergraduate Coordinator and an official audit of remaining credits – commonly referred to as a “senior audit” – will be mailed to his/her permanent address. This will notify the student of the outstanding requirements needed in order to graduate. It is then the responsibility of the student to review this audit and make an appointment with the Undergraduate Coordinator if there are any discrepancies. **The student must meet the requirements stated in the audit in a satisfactory manner if graduation is to be assured.** Students may **not** participate in graduation ceremonies until **all** requirements for graduation are met. Only one senior audit will be completed per student.

DEPARTMENT OF FAMILY STUDIES
ADVISING INFORMATION SHEET

If you need:

Please see:

Orientation and/or Change of Major to FMST
Scholarship Information
Fundamental Studies Blocks
Permission to Enroll (for up to 17 credits)
Internship Information
Senior Audits (after 85 credits earned)
Study Abroad Course Evaluation
General advising information

Dawn Smith
Undergraduate Coordinator
1204M Marie Mount Hall

Early registration/course selection advising
Internship Ideas
Undergraduate Teaching Assistant Program
Research Opportunities (Undergraduate Research
Assistant Program, Senior Summer Scholars,
McNair Scholars, etc.)
Graduate programs
Career planning

Your Faculty Advisor
(if you do not know who your advisor is, please
call the FMST Front Desk at (301) 405-3672)

Athlete Advising
Academic Warning/Dismissal Advising
Permission to Enroll at Another Institution
Four-Year Plan Completion (for major changes
only)

Student Service Center
College of Health and Human Performance
1304 Health and Human Performance Building

Late Add/Drop/Withdrawal
Registering for a course more than two times
Late application for graduation
Permission to enroll (for 17+ credits)
Exceptions to policy requiring Dean's approval

The College of Health and Human Performance
Policy Exception Website:
<http://www.hhp.umd.edu/polexc>

FMST Course Equivalency Evaluation

Dr. Elaine Anderson
Professor
1204H Marie Mount Hall

REGISTRATION AND OVERSUBSCRIPTION FOR FMST COURSES

To ensure that Family Studies majors are able to register for the courses they need when they are supposed to have them, the Department holds seats just for FMST majors. To qualify for one of the seats, be sure to follow the FMST Course Sequence Guide on page 10 and the following steps:

- 1) Register as close to your registration time as possible.
- 2) If the FMST course that you need is closed, add your name to the waitlist. The waitlist is periodically checked for Family Studies majors. (If FMST is not your primary major, please tell the Undergraduate Coordinator that you are on the waitlist.)
- 3) Contact the Undergraduate Coordinator **via e-mail** to request an oversubscription to the course. In the e-mail, please include your name, UID, registration date, and the course you wish to add to your schedule. If additional seats are available, you will be given permission to register for the course. You will have two weeks from the date of permission to add the requested course to your schedule. If you do not register for the course within the two-week timeframe, your permission will expire and you will not be able to register for the course.
- 4) If additional seats are not available when you request an oversubscription, stay on the waitlist. You will be notified via e-mail if a seat becomes available.

DESCRIPTION OF FAMILY STUDIES COURSES

FMST 105 Individuals in Families (3 cr.)

Personal growth and development within the family context. Exploration of self-awareness, sex-role image, life transitions, and interpersonal and family relations. *Will not fulfill the FMST elective requirement if taken after 56 credits earned.*

FMST 260 Couple Relationships (3 cr.)

Couple relationships and their alternatives in contemporary dating, courtship and marriage.

FMST 290 Family Economics (3 cr.)

Application of economic methodology to the study of families under various economic situations. Examination of how decisions about marriage, divorce, fertility, consumption and time use are influenced by labor/housing markets, tax structure, social welfare benefits and other economic considerations.

FMST 298F Future of Families (3 cr.)

Examination of current trends and controversial issues in family life, including issues of marriage, reproductive technologies, adoption, child custody, remarriage, and marital violence. *Will not fulfill the FMST elective requirement if taken after 56 credits earned.*

FMST 302 Research Methods in Family Studies (3 cr.)

Prerequisite: Introductory statistics course. For FMST majors only.

Introduction to the methods of the social and behavioral sciences employed in family science. The role of theory, development of hypotheses, measurement, design, and data analysis.

FMST 330 Family Theories and Patterns (3 cr.)

Prerequisite: Junior standing required.

Theory and research on the family, including a cross-cultural analysis of family patterns.

FMST 332 Children in Families (3 cr.)

Prerequisite: FMST 105 or PSYC 100.

A family life education approach to the study of children and families. Emphasis on the interaction of children with parents, siblings, extended kin, and the community.

FMST 341 Personal and Family Finance (3 cr.)

Individual and family financial strategies with emphasis on financial planning, savings, investments, insurance, income taxes, housing, and use of credit. Planning, analyzing, and controlling financial resources to resolve personal/family financial problems and to attain financial security.

FMST 370 Interpersonal Communication Processes (3 cr.)

Training in interpersonal communication skills. Relevant concepts, principles, and models.

FMST 381 Poverty, Affluence, and Families (3 cr.)

Prerequisite: SOCY 100 or SOCY 105.

Social, political, cultural, and economic factors influencing income and wealth in American families.

FMST 383 Delivery of Human Services to Families (3 cr.)

Prerequisite: FMST 330.

Processes of service delivery with special emphasis upon relationships among managers, service providers and clients. The impact of human service systems on families.

FMST 399 Independent Study (1-6 cr.)

Prerequisite: Permission of the department.

FMST 430 Gender Issues in Families (3 cr.)

Prerequisite: SOCY 100, SOCY 105, PSYC 100, or permission of the department.

The development of historical, cultural, developmental, and psychosocial aspects of masculinity and femininity within the context of contemporary families, and the implications for interpersonal relations.

FMST 431 Family Crises and Intervention (3 cr.)

Prerequisite: PSYC 100.

Family crises such as divorce, disability, substance abuse, financial problems, intrafamilial abuse, and death. Theories and techniques for intervention and enhancement of family coping strategies.

FMST 432 Adult Development and Aging in Families (3 cr.)

Prerequisite: FMST 332 (or a comparable human development course).

Theory, research, history, and programming related to adult development and aging in the intergenerational context of family.

FMST 444 Family Services and Human Service Organizations (3 cr.)

Prerequisite: FMST 383 or equivalent.

Review and analysis of well-functioning human service organizations, including issues of management, decision-making, workplace culture, budgeting, and evaluation of the workforce.

FMST 452 Family Policy Analysis (3 cr.)

Prerequisite: Permission of the department.

Examination of public, private, and non-profit sector policies and their impact on the quality of family life. Emphasis on policy formation, implementation, and evaluation.

FMST 460 Violence in Families (3 cr.)

Prerequisite: PSYC 100 or SOCY 100 or SOCY 105.

Theories of child, spouse, and elder-abuse in the family setting. Emphasis on historical, psychological, sociological and legal trends relating to physical, emotional, and sexual abuse. Introduction to methods for prevention and remediation.

FMST 477 Internship and Analysis in Family Studies (3 cr.)

Prerequisite: FMST 383, plus an additional six (6) FMST credits and permission of the department. For FMST majors only.

A supervised internship and a seminar requiring analysis. Opportunities to integrate theory and practice including 120 hours of contracted field experience.

FMST 480 Work and Family Issues and Programs (3 cr.)

The purpose, nature, organization and administration of worksite, or employer-based, family support resources, including child and elder care referral and subsidies, parenting education, health and wellness programs, parental and sick child leaves, and flexible work scheduling.

FMST 485 Introduction to Family Therapy (3 cr.)

Prerequisite: FMST 330 or FMST 370, or one (1) psychology course at 300 level or above. The fundamental theoretical concepts and clinical procedures of marital and family therapy including pre-marital and divorce therapy issues.

FMST 487 Legal Aspects of Family Problems (3 cr.)

Laws and legal procedures, with emphasis on adoption, marriage, divorce, annulment, and property rights, and how they affect family life.

FMST 490 Addiction and Recovery in the Context of the Family (3 cr.)

Theory, research and clinical practice in the area of addictions and recovery as they relate to family processes.

FMST 497 The Child and the Law (3 cr.)

Legislation and case law regarding children's legal rights with emphasis on the rights of children in the juvenile justice system, and rights to medical, educational, and other social services.

FMST 498 Special Topics: Family Studies (1-3 cr.)

Prerequisite: Permission of the department.

FMST 498F African American Families (3 cr.)

History, structure, and diversity of African American families, including strengths and challenges. Theoretical perspectives and skills for examining and advancing research on African American families.

FMST 498M Family Mediation (3 cr.)

Introduction to family mediation as an approach to helping families deal effectively with the issues associated with separation and divorce. Theory, practice, and techniques of negotiation, with an emphasis on custody, property division, and constructive restructuring of family relationships.

FMST 498S Sexuality: Issues in Family Therapy and Service Delivery (3 cr.)

Prerequisite: A basic course in human sexuality and permission of instructor.

Typical, dysfunctional, and pathological sexual functioning: effects on individuals, couples, and family systems. Sensitizes students to sexual issues, explores how perceptions of such issues affect work with people, and emphasizes implications for marriage and family therapy.

FMST 498V Violence Research (3 cr.)

Prerequisite: Permission of the department.

Review of processes and tools for researching the impact of violence on family coping, parenting, and child development.

SCHEDULING OF FAMILY STUDIES COURSES*

Not every course can be offered every semester. Therefore, it is important for you to note which semester courses are offered and to plan accordingly if you wish to promptly complete your requirements.

Required Courses

All FMST required courses are offered during both fall and spring semesters. Offerings during the winter and summer sessions vary.

302 – Research Methods
330 – Family Theories and Patterns
332 – Children in Families
381 – Poverty, Affluence, and Families
383 – Delivery of Human Services to Families
432 – Adult Development and Aging in Families
477 – Internship and Analysis in Family Studies
487 – Legal Aspects of Family Problems
290 – Family Economics

Electives

Fall Courses

105 – Individuals in Families**
260 – Couple Relationships
298F – Future of Families**
341 – Personal and Family Finance
430 – Gender Issues in Families***
431 – Family Crisis and Intervention
452 – Family Policy***
460 – Family Violence
497 – Child and the Law***
498F – African-American Families***

Spring Courses

105 – Individuals in Families**
260 – Couple Relationships
298F – Future of Families**
341 – Personal and Family Finance
431 – Family Crisis and Intervention
444 – Human and Family Services***
460 – Family Violence
480 – Work and Family Issues and Programs***
485 – Introduction to Family Therapy
498M – Family Mediation

- * *This schedule is the typical plan. Changes in class offerings will be necessary to accommodate faculty availability.*
- ** *Only fulfills the FMST elective requirement if taken before 56 credits are completed.*
- *** *These courses are offered on a periodic basis. Please refer to the Schedule of Classes for the most up-to-date course offerings.*

SPECIAL COURSE CLUSTERS IN FAMILY STUDIES

We believe that Family Studies offers many varied career options for our graduates. Students can select courses from our career preparation “clusters” to prepare them for a specific career path. Included are four illustrations of the possibilities.

NOTE: Some of the courses are offered periodically. Please refer to the Schedule of Classes for the most up-to-date course scheduling information.

Family Mediation Cluster

Family mediation has been defined by Erickson as a communication process by which a husband and wife resolve the practical and emotional issues of divorce, separation, child custody, visitation, and other family disputes in a mutual, cooperative manner as opposed to an adversarial, competitive manner. The role of the mediator is to guide the communication of family members to help them make the best possible decisions in the settlement of their family disputes. A major goal of family mediation is a negotiated settlement of specific, substantive issues in dispute.

The mediation process can be therapeutic, in the widest sense, if a practical agreement can be reached and bitterness and conflict reduced (but this is a bonus and not the primary objective). The parties in mediation are regarded as competent both to define the issues for themselves and to come to their own decisions. Their perceptions are seen as essential to an accurate understanding of their dispute and its context. Mediation requires, among other things, in-depth knowledge of family law, budgeting, and negotiation. The end result of family mediation is a Memorandum of Understanding covering all agreements reached in mediation.

Family mediation and family therapy are both forms of intervention, but they are quite different in both objective and method. Family therapy has as its prime objective the modification of deviant behavior by challenging and changing the organization of the family in such a way that the perceptions and experiences of family members change. By contrast, mediation is focused on families which are changing their structure and must address such issues as child custody, child support, and visitation rights. An assumption underlying mediation is that the best interests of children, parents, and society are served by keeping hostilities to a minimum.

Many states such as California and Florida have job positions for family mediators, and other jurisdictions – including Maryland and Washington, DC – are using mediators to settle many of the family problems that come before the courts.

Family Mediation Cluster

All of the required FMST courses are considered fundamental for the Family Mediation Cluster. To become qualified to become a family mediator, a student should include the following courses in their program:

FMST341	Personal and Family Finance
FMST399M	Peer Mediation
FMST431	Family Crisis and Intervention
FMST460	Violence in the Family
FMST487	Legal Aspects of Family Problems
FMST498M	Family Mediation

Students should select two courses from the above list (in addition to FMST487) to be used for the six credits of FMST electives required of all majors. The remaining 12 credits of the above courses may be taken as general University electives.

In addition to the above FMST courses, **two** of the following Psychology courses should be taken:

PSYC353	Abnormal Psychology
PSYC354	Cross-cultural Psychology
PSYC424	Communication and Persuasion
PSYC433	Basic Helping Skills: Research and Practice
PSYC435	Personality Theories
PSYC452	Psychology of Individual Differences

There may be other courses that are equally suitable that are not listed above. Students may determine an alternative course that better supports their program of study. You are encouraged to discuss this choice with your advisor.

Family Policy Cluster

Many students who enter Family Studies are interested in becoming professionals who work in the area of policymaking and analysis. Those who wish to be professionals in the policy arena usually are competitive in finding entry-level jobs in local, state, or federal government. These jobs are typically with the executive or legislative branches of government. For example, one might work as a staff person for one of the numerous committees in Congress to help develop policy initiatives and analyze the impact of specific policies on families, or for a state's Department of Health, helping to develop program and policy initiatives to address the health needs of homeless children. One might also find employment at a not-for-profit organization, helping to advocate for their constituents' needs. The Department of Family Studies offers many courses that are excellent preparation for these endeavors. Those students who are interested in family policymaking should consider clustering their courses using the plan below.

Family Policy Cluster

Among the required courses for FMST majors, the following courses are particularly suitable for students in this cluster:

FMST290	Family Economics
FMST330	Family Theories and Patterns
FMST332	Children in Families
FMST381	Poverty, Affluence, and Families
FMST383	Delivery of Human Services to Families
FMST477	Internship and Analysis in Family Studies
FMST487	Legal Aspects of Family Problems

Students interested in this cluster should also consider choosing two FMST courses from the following list to fulfill the six credits of FMST electives required of all majors:

FMST430	Gender Issues in Families
FMST452	Family Policy Analysis
FMST460	Violence in Families
FMST497	The Child and the Law

For your other electives, it is suggested that you consider taking other courses from the previous list of Family Studies courses that you did not choose for your FMST electives. Other courses you might consider are:

AASP101	Public Policy and the Black Community
CCJS105	Introduction to Criminology
CCJS350	Juvenile Delinquency
GVPT170	American Government
GVPT210	Introduction to Public Administration and Policy
GVPT231	Law and Society
GVPT270	Introduction to Public Policy

Beyond requiring expertise in the areas of family studies and policymaking, it is important that students wanting to pursue family policy endeavors have good writing skills as well as the ability to make oral presentations, use a variety of resources to obtain information, understand and translate simple demographic statistics, and critically analyze research material.

If you are interested in a specific area of policy (i.e.: health, ethnic/gender studies, etc.), you might refer to the Undergraduate Catalog for a list of departments that offer minor and certificate programs.

There may be other courses that are equally suitable that are not listed above. Students may determine an alternative course that better supports their program of study. You are encouraged to discuss this choice with your advisor.

Pre-Counseling/Pre-Therapy Cluster

Students who enter Family Studies often are interested in becoming professionals or paraprofessionals in the fields of therapy or counseling. Those who wish to become professionals in the therapy or counseling arenas might continue their education at the graduate level in marriage and family therapy programs, schools of social work, counseling, or psychology departments.

The Family Studies Department offers many courses that are excellent preparation for these endeavors. Those students who are interested in therapy or counseling should consider clustering their courses using the plan below:

Pre-Counseling/Pre-Therapy Cluster

All of the required FMST courses are considered fundamental for the Pre-Counseling/Pre-Therapy Cluster. Also required are two FMST courses to fulfill the six required elective credits in FMST. Students in this cluster should consider choosing these two FMST elective courses from the following list:

FMST341	Personal and Family Finance
FMST370	Interpersonal Communication Processes
FMST431	Family Crises and Intervention
FMST460	Violence in Families
FMST485	Introduction to Family Therapy
FMST497	The Child and the Law
FMST498F	African-American Families
FMST498M	Family Mediation

For your other electives, it is suggested that you consider the Family Studies courses that you did not choose for your FMST electives and the following:

EDHD320	Human Development Through the Life Span
EDHD400	Introduction to Gerontology
EDHD413	Adolescent Development
EDHD445	Guidance of Young Children
HLTH106	Drug Use and Abuse
HLTH230	Introduction to Health Behavior
HLTH285	Controlling Stress and Tension
HLTH377	Human Sexuality
HLTH476	Death Education
PSYC221	Social Psychology
PSYC332	Psychology of Human Sexuality
PSYC334	Psychology of Interpersonal Relationships
PSYC336	Psychology of Women
PSYC353	Abnormal Psychology
SOCY227	Introduction to the Study of Deviance
SOCY230	Sociological Social Psychology

SOCY325 Sociology of Gender

There may be other courses that are equally suitable that are not listed above. Students may determine an alternative course that better supports their program of study. You are encouraged to discuss this choice with your advisor.

Health and Human Services Cluster

Health has always been an important issue in the United States. Protecting, promoting and improving the health and well-being of all families, particularly providing the essential health and human services especially for those who are least able to help themselves is of primary importance. With the increased emphasis on both prevention and treatment of health-related issues, the opportunities for family study majors to find employment related to health and families has greatly improved.

Graduates of the Family Studies program will find that the health and human service milieu will allow them to work not only with families (including infants, children, adolescents, adult women and men, and the elderly), but also with those specifically facing unique challenges such as persons with physical disabilities, migrant workers, the mentally ill, and the homeless. Students who are interested in health and families may be able to find work in organizations that address various health issues focusing on stress, substance abuse, depression, nutrition, risky sexual behavior, violence, and other life circumstances resulting in such outcomes as obesity or chronic health problems. A myriad of settings focusing on health can help to increase the prospects of finding employment in this service sector. For example:

- Employers offer health and wellness programs supportive to employees and their families. Family specialists provide services related to job stress, domestic violence, substance abuse, or dependent and elder care problems.
- Family health policy internships may be obtained through the U.S. Department of Health and Human Services (DHHS) or public policy/advocacy-related not-for-profit organizations, which can lead to permanent employment upon graduation.
- Hospitals and health clinics that work directly with patients and their families and various at-risk populations (teenage mothers, drug users, individuals affected with HIV) can also be sources of employment.
- Family health research organizations investigate family and individual health and health behaviors. This program of study prepares the student to work in data collection, analysis, interpretation, and the dissemination of findings.

Students interested in health and family issues may want to consider clustering their courses to support a health and human services focus.

Health and Human Services Cluster

All of the required FMST courses are considered fundamental for the Health and Human Services Cluster. Also required are two FMST courses to fulfill the six required elective credits in FMST. Students in this cluster should consider choosing two FMST elective courses from the following list:

FMST 370 Interpersonal Communication Processes

FMST 431	Family Crisis and Intervention
FMST 452	Family Policy
FMST 460	Family Violence
FMST 485	Introduction to Family Therapy

For your other electives, it is suggested that you consider the Family Studies courses that you did not choose for your FMST electives as well as a sampling of courses from the following list:

EDCP462	Disability in American Society
EDHD400	Introduction to Gerontology
EDHD413	Adolescent Development
HLHP287	Adult Health and Development Program
HLTH106	Drug Use and Abuse
HLTH130	Introduction to Public and Community Health
HLTH140	Personal and Community Health
HLTH230	Introduction to Health Behavior
HLTH285	Controlling Stress and Tension
HLTH377	Human Sexuality
HLTH430	Health Education in the Workplace
HLTH471	Women's Health
HONR248P	Honors Seminar: Beyond 9/11: Stress, Survival, and Resilience
HONR279G	Honors Seminar: Biological Bases of Mental Illness
HONR328P	Advanced Honors Seminar: The Biophysical Aspects of Wellness
KNES260	Science of Physical Activity and Cardiovascular Health
NFSC100	Elements of Nutrition
NFSC315	Nutrition during the Life Cycle
NFSC470	Community Nutrition
WMST498K	(<i>PermReq</i>) Advanced Special Topics in Women's Studies: Women's Health and Well-Being: Transnational Perspectives (mainly online course)

There may be other courses that are equally suitable that are not listed above. Students may determine an alternative course that better supports their program of study. You are encouraged to discuss this choice with your advisor.

STUDENT GUIDE TO INTERNSHIPS IN FAMILY STUDIES

The Family Studies internship is a practical experience designed to integrate department and other coursework with a real-time work experience. In addition to a field placement, students are required to attend a weekly capstone seminar. Students in the seminar integrate classroom theory with their field placement and share work-related activities, broadening their exposure to work in the discipline of Family Studies and their knowledge of specific career opportunities for FMST graduates. The internship course is open to all FMST majors who have completed FMST330 and FMST383 plus a minimum of six additional credits of FMST coursework. All Family Studies majors are required to complete an internship experience during their senior year.

Interns must work a minimum of 120 hours in the field and attend all seminars. The first meeting of the internship seminar will be held the first week of the semester during the day and time listed in the Schedule of Classes. **There are no excused absences from the seminar. A second absence will lower the student's earned grade by one full letter grade. This absence rule includes the first day of class.** Please refer to the Schedule of Classes for the class meeting day and time.

The student is responsible for obtaining his/her internship placement within the guidelines of the department. All internships must be negotiated, contracted, and approved **BEFORE** a student can register for the course. Completed contracts must be received in the Family Studies Office no later than 4:30 PM on the following dates:

Fall internships: May 1st (during the preceding Spring semester)
Spring internships: December 1st
Summer internships: May 1st

If these deadlines fall on a non-business day, the last business day before the deadline applies. On occasion, extensions of the deadline may be considered on a case-by-case basis and only if requested at least two weeks before the deadline date.

Deadlines for submitting contracts for approval are strictly enforced.

How to Secure Your Internship Placement

Before you begin your search for an internship placement, think about the kinds of work you might like to try in preparation for your job after graduation. Also, think about the population(s) you would like to serve. Your internship placement must be consistent with the FMST major and your future career goals. So, keep that in mind when searching for an appropriate placement.

If you are unsure about what you would like to try, make an appointment with your faculty advisor to discuss some internship possibilities. Points to ponder during your discussion:

- Is this a good time for an internship? Would more academic work be beneficial?
- Does your academic background fit the types of placements that interest you?

- What is your target client population (i.e.: children/youth, elderly, disadvantaged, immigrants, etc.)?
- What fields of work seem the most interesting to you?

Your faculty advisor may also suggest internship placements with organizations based on your interest area(s).

Once you have a good idea of what you would like to do for your internship, you can search the FMST Internship Database for potential internship placement ideas. Here you will find a listing of organizations that have worked with Family Studies interns in the past. You can search the database for internships based on your placement preferences (i.e.: target population, service area, location, etc.). To search for internships, please visit the database website at http://hhp.umd.edu/student-services/current_students/internships.cfm.

Please keep in mind that you are **not** restricted to the internship placements listed in the database or suggested by your faculty advisor. Feel free to use your own network of resources for ideas and contacts. Other places to find potential internships include the HHP Career Expo (held every Fall and Spring semester), the UMD Career Center (0119 Hornbake Library), FMST career panels (Fall and Spring), and <http://www.idealists.org>.

Negotiating Your Internship Placement

From your internship search, you should have a few good leads for possible internships. Contact each of the organizations that interested you to explore a possible placement. Many of the agencies will require an interview, so be prepared to meet with your potential internship supervisor in person. Don't forget: you will be spending a great deal of time and energy on your job. Does it offer you good opportunities (training, supervision, establishment of a network, future job possibilities)? Remember to ask what your responsibilities would be, the number of hours the organization would like you to work, the length of the placement, the name of the on-site director, and any special requirements in order to do the job (i.e.: computer skills, access to reliable transportation, etc.). Also, bring a copy of the internship contract to your interview. You can either pick up a copy of the internship contract from the FMST Office (1204 MMH) or download it online at <http://www.hhp.umd.edu/FMST/ugrad/internship.html>. You want to make sure that your supervisor is aware of the requirements of the internship course while utilizing your time in the best possible way. The clearer all parties are, the less chance for disappointment, confusion, and a poor overall experience.

After your agency interviews, decide which internship you would like to accept as your placement. Feel free to discuss your choice with an advisor, the FMST Internship Director, or her teaching assistant.

Contracting and Approving Your Internship Placement

Congratulations! You have just found your placement and need to formalize the internship arrangement. The internship contract represents the agreement you and your internship placement dually negotiated regarding your duties, supervision, work hours, and length of internship. **Remember that you must work 120 hours within the semester but you**

can negotiated how these hours will be distributed over the course of the semester. Make certain that you and your supervisor **sign** the contract. This becomes the commitment that both of you make for the internship semester.

Once you and your supervisor have completed the contract, bring the **signed** contract to the FMST Internship Director for approval and permission to register for the course. This is a “Permission Only” course and your contract must be approved before you will be given permission to register for FMST477. The size of the class is not limited; however, your contract **must** be received by the deadline in order to be considered for entry into the course.

Fall internships: May 1st (during the preceding Spring semester)

Spring internships: December 1st

Summer internships: May 1st

WE WILL NOT ACCEPT STUDENTS INTO THE INTERNSHIP COURSE – REGARDLESS OF THEIR CLASS STATUS – UNLESS THEY FOLLOW THE APPROPRIATE CONTRACT PROCEDURES.

APPENDIX I: GENERAL EDUCATION REQUIREMENTS

In addition to completing a major course of study, students are required to complete a set of general education requirements intended to provide exposure to broad areas of historic and contemporary human thought and experience. The program that each student must follow is determined by his/her date of matriculation at UMCP. All students who entered the University of Maryland after May 1990 are required to complete the University's CORE General Education program.

On the next few pages, you will find an outline of all courses that FMST majors are required to complete in order to satisfy their major, CORE, and elective courses for graduation. A four-year plan is also included for FMST students who enter the University as freshmen. This is a suggested course of study for students who will spend their entire four-year career at UMCP. You can use both in planning your course schedules for subsequent semesters.

Here is a key for the CORE abbreviations used on the following forms:

Fundamental Studies

FE: Fundamental English (ENGL101)
FM: Fundamental Math (MATH110,
111, 113, 115, 140, 220; or
STAT100)

Humanities and the Arts

HA: Humanities – Arts
HL: Humanities – Literature
HO: Humanities – Other

Social Sciences and History

SH: Social History
SB: Social/Behavioral Science

Mathematics and the Sciences

PS: Physical Science
PL: Physical Science w/ Lab
LS: Life Science
LL: Life Science w/ Lab
MS: Math & Formal Reasoning

Diversity (D)

Upper-Level CORE Requirements (taken after 60 credits earned)

JE: Junior English
AS: Advanced Studies

For more information about the CORE program, please refer to the University Catalog for the year in which you entered the University.

**APPENDIX II: DEGREE REQUIREMENTS GRID
COLLEGE OF HEALTH AND HUMAN PERFORMANCE
BACHELOR OF SCIENCE (B.S.) IN FAMILY STUDIES**

Major Requirements (45 credits total)

_____	FMST 302	Research Methods in Family Studies
_____	FMST 330	Family Theories and Patterns
_____	FMST 332	Children in Families
_____	FMST 381	Poverty, Affluence, and Families
_____	FMST 383	Delivery of Human Services to Families
_____	FMST 432	Adult Development and Aging in Families
_____	FMST 477	Internship and Analysis in Family Studies
_____	FMST 487	Legal Aspects of Family Problems
_____	FMST elective ¹	_____
_____	FMST elective	_____
_____	EDMS 451 or STAT 100	
_____	PSYC 100	
_____	SOCY 100 or SOCY 105	
_____	COMM 100 or COMM 107 or COMM 125	
_____	FMST 290 or ECON 200 or ECON 201	

CORE General Education Program (46 credits total)

Fundamental Studies (9 credits)

_____	ENGL101 or equivalent
_____	ENGL 391 or ENGL 392 or ENGL 393 or ENGL 394 or ENGL 395 or equivalent
_____	MATH 110 or MATH 112 or MATH 113 or MATH 115 or STAT 100 or equivalent

Humanities and the Arts (9 credits)

_____	(HL) _____
_____	(HA) _____
_____	(HL or HA or HO) ² _____

Mathematics and the Sciences (10 credits)

_____	(PL or LL) _____
_____	(PS or LS or MS) _____
_____	(PS or LS or MS) _____

Social Sciences and History (9 credits)

_____	(SH) _____
_____	(SB) _____
_____	(SB) _____

Advanced Studies (6 credits)

_____	_____
_____	_____

Human Cultural Diversity (3 credits)

_____	(D) _____
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¹ FMST 105 and FMST 298F cannot be used as FMST electives if taken after 56 credits earned.

² You may take an IE course in place of one of the following: the third course in the Humanities and the Arts category (one HL and one HA must be taken) **OR** the third course in the Mathematics and the Sciences category (two science courses must be taken, including one PL or LL course) **OR** one SB course in the Social Sciences category (one SH and one SB must be taken).

APPENDIX III: FAMILY STUDIES FOUR-YEAR TEMPLATE

Year 1	Fall	Spring
	Credit Grade	Credit Grade
<p><i>Bolded classes in year 1 must be completed by 30 credit into the majors.</i></p> <p><i>FE and FM must be attempted by 30 credits earned.</i></p> <p><i>Be sure to consult the FMST Handbook for specifics on all requirements.</i></p>	FE or FM 3 —	FE or FM 3 —
	HA/HL 3 —	HA/HL 3 —
	PSYC 100 or SOCY 100/105 3 —	PSYC 100 or SOCY 100/105 3 —
	COMM 107/125 (3) or PL/LL (4) 3/4 —	COMM 107/125 (3) or PL/LL (4) 3/4 —
	FMST Elective or LS/PS/MS <u>3</u> —	FMST 290 or Elective <u>3</u> —
	15-16	15-16
Year 2		
<p><i>FMST 290 & a FMST elective must be completed by 45 credits into the major.</i></p> <p><i>FMST 330 must be completed by 60 credits into the major, but not before 45 earned credits.</i></p> <p><i>All CORE Distributive Studies must be completed by 60 credits.</i></p>	LS/PS/MS or FMST elective 3 —	LS/PS/MS 3 —
	FMST 290 or elective 3 —	FMST 330 3 —
	SH or HA/HL/HO 3 —	SH or HA/HL/HO 3 —
	Elective 3 —	Elective 3 —
	Elective <u>2</u> —	Elective <u>3</u> —
	14	15
Year 3		
<p><i>FMST 383 must be taken before FMST 477.</i></p> <p><i>FMST 332 must be taken before FMST 432.</i></p> <p><i>EDMS 451 can be double counted as an Advanced Study (AS). An additional elective should then be taken.</i></p>	EDMS 451/STAT 100 3 —	FMST 302 3 —
	FMST 332 or FMST 381 3 —	FMST 332 or FMST 381 3 —
	FMST 383 or Elective 3 —	FMST 383 or Elective 3 —
	ENGL 391/393/394 or AS 3 —	ENGL 391/393/394 or AS 3 —
	Elective <u>3</u> —	Elective <u>3</u> —
	15	15
Year 4		
<p><i>12 credits of FMST must be taken during the last 30 credits.</i></p> <p><i>15 of the last 30 credits must be upper-level courses.</i></p>	FMST 432 or FMST 487 3 —	FMST 432 or FMST 487 3 —
	FMST 477 or FMST Elective 3 —	FMST 477 or FMST Elective 3 —
	AS or elective 3 —	AS or elective 3 —
	Elective 3 —	Elective 3 —
	Elective <u>3</u> —	Elective <u>3</u> —
	15	15

APPENDIX IV: FOUR-YEAR PLANNING FORM

Name _____ UID _____ Date _____

Freshman		Sophomore		Junior		Senior	
<i>Fall</i>	<i>Credits</i>	<i>Fall</i>	<i>Credits</i>	<i>Fall</i>	<i>Credits</i>	<i>Fall</i>	<i>Credits</i>
*		*		*		*	
*		*		*		*	
*		*		*		*	
*		*		*		*	
*		*		*		*	
*		*		*		*	
Total # Credits _____		Total # Credits _____		Total # Credits _____		Total # Credits _____	
<i>Winter</i>	<i>Credits</i>	<i>Winter</i>	<i>Credits</i>	<i>Winter</i>	<i>Credits</i>	<i>Winter</i>	<i>Credits</i>
*		*		*		*	
Total # Credits _____		Total # Credits _____		Total # Credits _____		Total # Credits _____	
<i>Spring</i>	<i>Credits</i>	<i>Spring</i>	<i>Credits</i>	<i>Spring</i>	<i>Credits</i>	<i>Spring</i>	<i>Credits</i>
*		*		*		*	
*		*		*		*	
*		*		*		*	
*		*		*		*	
*		*		*		*	
Total # Credits _____		Total # Credits _____		Total # Credits _____		Total # Credits _____	
<i>Summer</i>	<i>Credits</i>	<i>Summer</i>	<i>Credits</i>	<i>Summer</i>	<i>Credits</i>	<i>Summer</i>	<i>Credits</i>
*		*		*		*	
*		*		*		*	
*		*		*		*	
Total # Credits _____		Total # Credits _____		Total # Credits _____		Total # Credits _____	
Cumulative Credits: _____		Cumulative Credits: _____		Cumulative Credits: _____		Grand Total	

Date Reviewed _____ Reviewer _____ Student Signature _____
 Date Reviewed _____ Reviewer _____ Student Signature _____
 Date Reviewed _____ Reviewer _____ Student Signature _____
 Date Reviewed _____ Reviewer _____ Student Signature _____

Revised 7/25/05