



**THE UNIVERSITY OF MEMPHIS
UNIVERSITY COLLEGE
218 Brister Hall
901-678-2716
www.uc.memphis.edu
Bachelor of Professional Studies
Major in Individual Studies with Concentration in
HUMAN SERVICES
2006-2007**

Persons Served by These Guidelines

Persons following the Human Services guidelines will seek careers which will provide services to others. These guidelines will also serve those who want to move into professional and policy-making positions, as well as persons who moved from a client to a helping role; and persons who want knowledge, values and skills to complement their personal experience. The guidelines also assist persons wishing to complete an undergraduate program that will prepare them for graduate studies in counseling and other related areas.

For information on careers in this and other fields students should consult the career counselor located in 211 Wilder Tower, 678-2068.

Program Summary

I. General Education	35-41 hours
II. Coordinated Study	51 hours
III. College Requirements	10 hours
IV. Electives	18-24 hours
Minimum hours to graduate = 120 credit hours*	

*Students must complete at least 60 hours from a 4 year institution.

*Students must complete at least 42 hours of upper division credit (3000 – 4000).

*Students must complete at least 30 of last 60 hours through The University of Memphis.

The University of Memphis is one of 46 institutions in the Tennessee Board of Regents system, the seventh largest system of higher education in the nation. It is an Equal Opportunity/Affirmative Action university committed to education of a non-racially identified student body.

Detailed Program Summary

I. **General Education** (35-41 hours)

Students must complete the 35-41 hours of general education requirements as outlined in the attached general education grid. Please refer to the *Undergraduate Bulletin* section on “Graduation from the University” for a list of specific classes that will meet the General Education requirements. <http://academics.memphis.edu/bulletin/>

Students with majors in University College are exempt from the “American Heritage” general education requirements if they completed one year of American History in high school.

II. **Coordinated Study: Human Services Concentration** (51 hours)

A. **Basic Core, Take each of the following courses (9 hrs):**

COUN 4611	Introduction to Counseling
COUN 4621	Human Interactions
SWRK 2911	Social Response to Human Need or SWRK 2910, Introduction to Social Work

B. **Statistical Methods, Choose one course, 3 hours:**

EDPR 4541	Fundamentals of Applied Statistical Methods
PSYC 3001	Psychological Statistics
SOCI 3311	Social Statistics

Students must complete the General Education Math requirement before taking the Statistical Methods course.

C. **Professional Writing, Choose one course, 3 hours:**

ENGL 3601	Technical and Professional Writing
ENGL 3604	Persuasive Writing
MGMT 3510*	Business Communication

Students must complete the General Education English Composition and Literature requirements before taking a Professional Writing class.

D. **Rehabilitation & Social Intervention, Choose three courses (9 hours):**

COUN 4781	Strategies for Crisis Intervention
COUN 4783	Alcohol and Drug Abuse Services
SWRK 3903*	Social Work Practice I

(Prerequisite: SWRK 2911, 3901, 3902 or Instructor’s Permission)

SWRK 3904*	Social Work Practice II
------------	-------------------------

(Prerequisite: SWRK 3903)

E. **Individual Development, Choose two courses (6 hrs):**

EDPR 3302	Child & Adolescent Development (Same as CSED 3302)
PSYC 3101	Psychology of Personality
PSYC 3102	Abnormal Psychology
PSYC 3103	Child Psychology
PSYC 3104	Adult Psychology
PSYC 3106	Social Psychology
SOCI 3701	Individual and Society
SWRK 3902*	Human Behavior and Social Environment

(Prerequisite: SWRK 2910, SWRK 2911, SWRK 3901 or Instructor’s Permission)

F. **The Individual and the Community, Choose three courses (9 hrs):**

ANTH 3511	Culture, Kin, and Family
ANTH 4412	Neighborhood Development and Poverty
ANTH 4531	Alcohol, Culture, and Biology
CJUS 3152	Drug Addiction and Alcoholism
CJUS 4533	Juvenile Delinquency: Theory and Process
COMM 4373	Interracial Communication
PSYC 3507	Alcohol, Drugs, and Behavior
HIST 4831	History of American Family
SOCI 3432	Sociology of Gender
SOCI 3501	Sociology of Deviant Behavior

SOCI	3831	Marriage and the Family
SOCI	4923	Social Institutions and the Life Cycle
SOCI	4420	Racial Inequality
SOCI	4442	Sociology of Poverty
SOCI	4460	Black and White Women in the South
SOCI	4541	Sociology of Aging

G. The Individual and the “System”, Choose two courses (6 hours):

ECON	3411	Economics of Social Issues
PADM	3601	Introduction to Public Administration
PADM	4221	Urban Administration
PADM	4226	Introduction to Nonprofit Organizations
POLS	3213	Introduction to the Study of Public Policy
POLS	4207	Health Politics and Policy
POLS	4208	Mental Health Policy and Law
POLS	4209	Aging Policy and Law
SOCI	3422	Racial and Ethnic Minorities
SOCI	4851	Medical Sociology

H. Internship, (6 hours):

UNIV	4110	Internship
UNIV	2110	Field Experience
UNIV	3900	Advanced Experiential Learning

III. College Requirements (10 hours)

A. Thematic Studies (6 hours)

Any UNIV 3500-3599 or UNIV 4500-4599

Students complete a total of 6 hours in a University College thematic studies course(s) of their choosing. These courses are designed to broaden a student’s knowledge of significant themes in social, political, and religious history. Only specifically designated courses will meet this requirement. For a complete list of courses: <http://www.uc.memphis.edu/thematic.htm>

B. Senior Project (4 hours)

UNIV	4990	Project Planning Seminar	1 hour
UNIV	4995	Senior Project	3 hours

The Senior Project is a student’s culminating experience or capstone designed to synthesize and integrate the content of a student’s program of study. The senior project is intended to fuse the two or more academic areas that comprise your coordinated study (major) into an academically-relevant example of scholarship. Students will complete a thesis or a task based or artistic project on a topic of their choice with approval of their Senior Project instructor. Students must select a topic by the end of their junior year.

UNIV 4990 must be completed before UNIV 4995. The Senior Project is completed during a student’s final semester. UNIV 4990 and UNIV 4995 can not be taken during the same semester. For information on the Senior Project: http://www.uc.memphis.edu/Senior_Project.htm

ALL Sections of UNIV 4995 are taught online either through the Regents Online Degree Program or U of M Online. Students will be assigned to a section based on the topic they select. RODP sections have an additional fee.

*Junior standing, prerequisites, or permission of instructor required. Please check The University of Memphis *Undergraduate Bulletin*. The College of Business will drop all lower division students from upper division business courses.

IV. General Electives (18-24 hours)

Students must take enough electives hours to earn a minimum of 120 semester hours. 60 of these hours must be taken at a 4-year institution and a minimum of 30 of the last 60 hours must be complete at the University of Memphis. A minimum of 42 upper division hours are required.

Optional Activities: American Humanics Certification

The American Humanics Program at the University of Memphis is an innovative approach that compliments a major course of study. The program curriculum is designed to prepare undergraduate and graduate students for careers in nonprofits. The program offers hands-on leadership opportunities and extensive exploration of nonprofit organizations through internship, volunteer opportunities, AH Student Association activities, and professional development seminars.

Students completing the 15-18 hour program of required classes and a specified number of co-curricular activities are eligible to receive a certification from American Humanics, Inc.

The American Humanics program is administered through the Division of Public and Nonprofit Administration. For more information on this program please call 678-4395 or visit their webpage at: <http://padm.memphis.edu/ahumanics/>

Possible Minors

Students pursuing a degree in Human Services may be able to complete a minor in, Alcohol and Drug Abuse Studies, Child Development, Non-profit Administration, Psychology, Sociology, or Social Work by taking a minimal number of additional classes depending on courses selected for the major. Check with your advisor or the *Undergraduate Bulletin* regarding specific minor requirements.



UNIVERSITY COLLEGE

GENERAL EDUCATION REQUIREMENTS 2006-2007

Required Courses	Course	Semester	Grade	Hours
English Composition (6 hours):				
ENGL 1010 (minimum C) (3)				
ENGL 1020 (minimum C) (3)				
Oral Communication and Rhetoric (3):				
COMM 2381 Oral Communication (3)				
Mathematics (3 hours): pick any one of the following MATH 1420, 1830, 1910, or 2000				
Humanities (9):				
1. Literature Course – ENGL 2201 or ENGL 2202 (3)				
2.				
3.				
Social Science (6 hours):				
1.				
2.				
Natural Science (8 hours):				
1.				
2.				
Total General Education Hours Required	35-50*			

Refer to “Graduation from the University, General Education” in the Undergraduate Bulletin for courses which meet the above requirements. <http://academics.memphis.edu/bulletin/>

Consult the UC college advisors or faculty advisors if you have any questions about transfer credit equivalencies.

Needs to take American Heritage Requirement: Yes _____ No _____

University College students are *exempt* from the American Heritage requirement as long as they have completed one year of American History in high school.

Remedial/developmental courses to complete: Yes _____ No _____

If yes, list courses here:

High School Deficiencies to complete: Yes _____ No _____

If yes, list courses here:

BPS in Human Services Academic Advising Summary

Required Courses	Course	Semester	Grade	Hours
II. Coordinated Study (51 hrs) A minimum grade of "C –"required in each course, and a minimum GPA of 2.25 is required in the coordinated study. A minimum overall and U of M 2.00 GPA is required for graduation.				
A. Basic Core <i>Take all of the following:</i> COUN 4611 COUN 4621 SWRK 2910 or SWRK 2911	COUN 4611			
	COUN 4621			
	SWRK 29__			
B. Statistical Methods – Choose one course: EDPR 4541, PSYC 3001, SOCI 3311				
C. Professional Writing – Choose one course: ENGL 3601, ENGL 3604 , MGMT 3510*				
D. Rehabilitation/Social Intervention - Choose three courses COUN 4781 COUN 4783 SWRK 3903* SWRK 3904*				
E. Individual Development Choose two courses EDPR 3302, PSYC3101, PSYC 3102, PSYC 3103, PSYC 3104, PSYC 3106 or SOCI 3701, SWRK 3902*				
F. The Individual and the Community (Choose three courses) ANTH 3511, ANTH 4412, ANTH 4531, CJUS 3152, CJUS 4533, COMM 4373, HIST 4831, PSYC 3507, SOCI 3432, SOCI 3501, SOCI 3831, SOCI 4923, SOCI 4420, SOCI 4442, SOCI 4460, SOCI 4541				
G. The Individual and the System_(Choose 2 courses) ECON 3411, PADM 3601, PADM 4221, PADM 4226, POLS 3213, POLS 4207, POLS 4208, POLS 4209, POLS 4224, SOCI 3422, SOCI 4851				
H. Internship (6 hrs) UNIV 3900* or UNIV 4110* (students are responsible for finding their own internship placements)				
III College Requirements A. Thematic Studies: (6 hours) Any UNIV 3500-3599 or UNIV 4500-4599, CSED 4205, CSED 4300, CSED 4304, or PHIL 3514				
B. Senior Project (4 hrs) UNIV 4990, Project Planning Seminar UNIV 4995, Senior Project	UNIV 4990			
	UNIV 4995			
IV. General Electives: as needed to reach 120 hours (students may use elective hours to earn a minor)				
Total Hours – 120 minimum required				

* Junior standing, prerequisites, or permission of department or instructor required.
Please check the *Undergraduate Bulletin* for pre-requisite requirements.

THE UNIVERSITY OF MEMPHIS
UNIVERSITY COLLEGE
GENERAL REQUIREMENTS FOR GRADUATION, 2006-2007

- _____ Earn a minimum of 120 semester-hours. All students who are following the 2002-2004 catalogs must have a minimum of 124 semester-hours.
- _____ Complete all required course work in General Education, Major Concentration, College Requirements and Electives with the minimum required grade. Students must successfully complete courses listed in the coordinated study or interdisciplinary studies major and the Senior Project with a C- or better.
- _____ Students must have an overall cumulative GPA of at least 2.0 including academic work at other colleges, a minimum University of Memphis GPA of 2.0, and a GPA of at least 2.25 in the Major Concentration.
- _____ At least 30 of the last 60 semester-hours of your degree program must be earned from The University of Memphis.
- _____ At least 60 semester-hours of your degree program must be taken at a four-year institution.
- _____ At least 42 (45 hours for RODP students) semester-hours of upper-division course work are required.
- _____ Apply to graduate one semester before you plan to graduate. See the University College homepage for deadlines and filing instructions. It is the student's responsibility to know and meet all deadlines. <http://www.uc.memphis.edu/graduation.htm>
- _____ Students may be randomly selected to take the Senior Test. If you are required to take this exam, you will be contacted. **Note:** RODP students are exempt from this test. Contact your University College advisor or graduation analyst about other possible exemptions.
- _____ Complete all other requirements specified in your concentration such as, but not limited to, the posting of experiential learning and transfer credit, completion of internship hours which includes signed evaluation forms and log of hours, and oral presentation of performance-based senior projects.
- _____ Students who are hoping to earn credit from an experiential learning portfolio must submit the portfolio as soon as possible after being accepted into University College. The portfolio review process can take up to 6 months. Portfolios must be submitted before a student can receive a permit for UNIV 4990, Project Planning Seminar. Portfolios must be evaluated before a student can receive a permit for UNIV 4995, Senior Project, and before a student can file the intent to graduate. Any required credit must be posted to your University of Memphis transcript before the graduation certification deadline.
- _____ All course substitutions must have prior approval from your academic college advisor. http://www.uc.memphis.edu/pdf/course_substitution_%20request_form.doc
- _____ An incomplete grade "I" must be changed to a final grade by the graduation certification deadline. If this change does not occur, you will be required to re-file your intent to graduate for the next semester.
- _____ Students must visit The University of Memphis commencement website at <http://saweb.memphis.edu/commencement/> and complete the required forms for graduation.

Participating in any commencement ceremony does not equal graduation from The University of Memphis. Degrees are only awarded once all graduation requirements are fulfilled.

I understand that it is my (the student's) responsibility to know and meet all graduation requirements and deadlines. Failure to meet any requirement will result in my being disqualified from graduation, and I must re-file my intent to graduate for the next semester. Also, if I decide to postpone my graduation, I must re-file my intent to graduate for the intended semester. <http://www.uc.memphis.edu/graduation.htm>

Student's Signature: _____ **Date:** _____