

**GRADUATE PROGRAMS IN KINESIOLOGY
HANDBOOK OF INFORMATION
2018-2019 Academic Year
(Revised as of May 2018)**

**TEMPLE UNIVERSITY
PHILADELPHIA, PA 19122**

TABLE OF CONTENTS

Introduction.....	3
Temple University.....	3
Tuition.....	3
Housing.....	3
College of Public Health.....	4
Department of Kinesiology.....	4
Kinesiology Research Laboratories.....	4
Kinesiology Graduate Programs.....	5
Graduate Program Application Requirements.....	6
Timelines.....	7
Letter of Admission Decision.....	7
International Applicants.....	7
Financial Aid.....	8
Teaching Assistantships (TA).....	8
Fellowships and Scholarships.....	8
Loans and Work Study.....	9
Other Information.....	9
Standard of Scholarship.....	9
College of Public Health Learning Module.....	9
Program of Study (Masters Degree).....	10
Program of Study (PhD).....	11
Dismissal from the PhD Program.....	12
Annual Review of PhD Program of Study.....	13
Independent Research Credits Contract.....	13
Conflict Resolution (Chain of Command).....	13
Other Policies.....	13

Introduction

This handbook is designed to provide prospective and admitted students with basic information and resources concerning graduate study in the Department of Kinesiology at Temple University. Information about the MSAT and DAT programs, however, is not included in this handbook. Please consult the MSAT and DAT handbooks for program information.

Topics such as programs of study, admission standards and procedures, financial aid, and graduate faculty are covered in this handbook. Information pertaining to each academic graduate program in Kinesiology can be found at <http://bulletin.temple.edu/graduate/scd/cph/#programstext>. No attempt has been made to include all of the policies governing the various degree programs. Consult the Graduate School's web site at <http://www.temple.edu/grad/policies/gradpolicies.htm> for additional information. Information concerning tuition costs and salaries for Teaching and Research Assistants (TA/RA) are described in the Graduate School website page on finances: <http://www.temple.edu/grad/finances/>

If you have questions, which are not answered in these materials, please contact the Kinesiology Graduate Program Director, Ryan Tierney PhD, ATC at 215 204-4001 or rtierney@temple.edu.

Temple University

Temple University is one of the East Coast's major urban, state-related universities. The main campus is located at Broad Street and Montgomery Avenue in the heart of North Philadelphia. Seven other campuses also comprise Temple University, including the Health Science Campus, Center City campus, and suburban Ambler Campus. The university consists of 17 schools and colleges, including international campuses, which enroll more than 38,000 students in over 300 academic programs.

Tuition

Graduate tuition rates and fees are listed on the website below. These rates are subject to change by action of the Board of Trustees and may vary slightly every new fiscal year (on July 1).
<http://bulletin.temple.edu/graduate/tuition-fees/>

Housing

A limited number of one and two bedroom apartments for graduate students are located on main campus. Further information may be obtained by contacting:

Karen Kostelny
Housing Service Coordinator
215.204.7941
karen.kostelny@temple.edu

<http://housing.temple.edu/campus-living/graduate>

This office also maintains a list of other rooms, apartments, and houses that are located in the greater Philadelphia area and available for student rental. The local Philadelphia newspapers may also be helpful. Other graduate students in the department are another source of information about housing.

College of Public Health

Temple University's College of Public Health was formed in October 2014. The college focuses to improve health simultaneously at the population and individual levels at the intersection of physical health, mental health, and well-being, with a focus on health disparities and social welfare. In October of 2017 the College was granted full accreditation by the Council on Education for Public Health. The College is one of only three accredited colleges of public health in Pennsylvania – and the largest in Greater Philadelphia. The College fosters interdisciplinary collaboration among students, staff, industry leaders, clients, and the community to better address health needs, eliminate disparities in care, increase lifespan, and improve quality of life. The Dean of the College of Public Health is Dr. Laura Siminoff.

There are nine academic programs in the College of Public Health:

- Communication Sciences and Disorders
- Epidemiology and Biostatistics
- Health Services, Administration, and Policy
- Kinesiology
- Nursing
- Physical Therapy
- Rehabilitation Sciences (Occupational Therapy and Therapeutic Recreation)
- Social and Behavioral Sciences
- School of Social Work.

For more information on the College please go to the following website: <http://cph.temple.edu/>

Department of Kinesiology

The Department of Kinesiology consists of 22 full-time faculty and 60 adjunct faculty. The department is organized into program groups: Athletic Training, Integrative Exercise Physiology, and Psychology of Movement (Exercise and Sport Psychology), as well as Neuromotor Science (a joint program with the Department of Physical Therapy). The college provides approximately 24 Kinesiology teaching assistantship (TA) positions annually. Most of the TAs teach classes in the laboratory sections of courses in the undergraduate program, or assist with undergraduate core courses. The Department's total student enrollment (undergraduate and graduate) exceeds 1400 students. The undergraduate programs consist of a Bachelors of Science in: Health Professions, Exercise and Sports Science, Kinesiology, and Athletic Training (final class graduating May 2019). The Department also has an extensive Kinesiology physical activity program (KPAP), offering a large number and variety of physical activity courses that are available to the students, faculty, and the university at large. Additional information is described in the department webpage at: <http://cph.temple.edu/kinesiology/home>.

Kinesiology Research Laboratories

The department has four main areas of research: 1. Athletic Training 2. Exercise and Sport Psychology 3. Integrative Exercise Physiology 4. Neuromotor Science. Information about research laboratories associated with Kinesiology can be found at: <http://cph.temple.edu/kinesiology/research-centers-labs>.

Kinesiology Graduate Degree Programs

The Department of Kinesiology offers graduate degrees in four program areas. Program description, admission criteria, requirements, contacts, and course information can be found at the graduate school website associated for each of the following degree programs:

Athletic Training

1. Athletic Training MSAT: <http://bulletin.temple.edu/graduate/scd/cph/athletic-training-msat/>
2. Athletic Training DAT: <http://bulletin.temple.edu/graduate/scd/cph/athletic-training-dat/>
3. Kinesiology/Athletic Training MS: <http://bulletin.temple.edu/graduate/scd/cph/kinesiology-athletic-training-ms/>
4. Kinesiology/Athletic Training PhD: <http://bulletin.temple.edu/graduate/scd/cph/kinesiology-athletic-training-phd/>

Integrative Exercise Physiology

1. Kinesiology/Integrative Exercise Physiology MS: <http://bulletin.temple.edu/graduate/scd/cph/kinesiology-integrative-exercise-physiology-ms/>
2. Kinesiology/Integrative Exercise Physiology PhD: <http://bulletin.temple.edu/graduate/scd/cph/kinesiology-integrative-exercise-physiology-phd/>

Neuromotor Science

1. Neuromotor Science MS: <http://bulletin.temple.edu/graduate/scd/cph/neuromotor-science-ms/#text>
2. Neuromotor Science PhD: <http://bulletin.temple.edu/graduate/scd/cph/neuromotor-science-phd/>

Psychology of Human Movement

1. Kinesiology/Psychology of Movement MS: <http://bulletin.temple.edu/graduate/scd/cph/kinesiology-psychology-movement-ms/>
2. Kinesiology/Psychology of Movement PhD: <http://bulletin.temple.edu/graduate/scd/cph/kinesiology-psychology-movement-phd/>

Contacts

Programs and areas of concentration have prerequisites and/or expectations of their incoming students in terms of coursework and/or research experiences. It is best to check with the contact persons in each area to see whether your background meets the entry expectations for the area of concentration in which you are interested:

Athletic Training: Dr. Jamie Mansell – jmansell@temple.edu

Integrative Exercise Physiology: Dr. Joon Park – parkjy@temple.edu

Neuromotor Science: Dr. Geoff Wright (Physical Therapy) – wrightw@temple.edu

A listing of all department graduate faculty can be found at:
<https://cph.temple.edu/about/faculty/graduate-faculty>

Graduate Program Application Requirements

MS Kinesiology, Concentration in Integrative Exercise Physiology

Application: Apply using the [SOPHAS Centralized Application System](#). *The documents required below must be submitted through this SOPHAS system.*

Official Transcripts: Submit transcripts from all undergraduate and graduate institutions attended.

References: Provide two letters of reference. The letters should come from college/university faculty or an immediate work supervisor who can provide insight into the abilities and talents, as well as comment on the aptitude for graduate study of the prospective student.

Goals Statement: Should be one to two pages in length.

GRE or MAT score: Either is required.

Current Professional Résumé: Required for admission.

Interview: May be required.

Additional International Student Requirements

TOEFL score (if necessary): A minimum 79 iBT or 550 PBT is required. Learn more [about international graduate applicant requirements](#).

World Education Services (WES) Evaluation: This can be requested and submitted through the SOPHAS system.

MS Kinesiology, Concentration in Athletic Training

Application: Apply using the [Athletic Training Common Application Service \(ATCAS\) system](#). The documents required below must be submitted through ATCAS.

Official Transcripts: Submit transcripts from all undergraduate and graduate institutions attended.

References: Provide two letters of reference. The letters should come from college/university faculty or an immediate work supervisor who can provide insight into the abilities and talents, as well as comment on the aptitude for graduate study of the prospective student.

Goals Statement: Should be one to two pages in length.

GRE or MAT score: Either is required.

Current Professional Résumé: Required for admission.

Interview: May be required.

Additional International Student Requirements

TOEFL score (if necessary): A minimum 79 iBT or 550 PBT is required. Learn more [about international graduate applicant requirements](#).

World Education Services (WES) Evaluation: This can be requested and submitted through the ATCAS system.

PhD Kinesiology, Concentrations in Integrative Exercise Physiology and Athletic Training

Application: Apply using [SOPHAS Centralized Application System](#). *The documents required below must be submitted through this SOPHAS system.*

Official Transcripts: Submit transcripts from all undergraduate and graduate institutions they've attended.

References: Provide two letters of reference. The letters should come from college/university faculty or an immediate work supervisor who can provide insight into the abilities and talents, as well as comment on the aptitude for graduate study of the prospective student.

Goals Statement: Should be one to two pages in length.

GRE or MAT score: Either is required.

Current Professional Résumé: Required for admission.

Writing Sample: Required for admission. Specific topic is flexible, but should be relevant to Kinesiology and no more than 15 pages in length.

Interview: May be required.

Additional International Student Requirements

TOEFL score (if necessary): A minimum 79 iBT or 550 PBT is required. Learn more [about international graduate applicant requirements](#).

World Education Services (WES) Evaluation: This can be requested and submitted through the SOPHAS system.

Timelines

Review of the application occurs after the online application is completed and all aforementioned documents have been received. Completed applications will be reviewed on an ongoing basis. To ensure maximum consideration for Fall semester admission it is recommended that the application be completed by March 1st. Admissions decisions will be completed by April 15th. Spring semester admission generally does not occur.

Letters of Admission Decision

Applicants who are recommended for admission to a specified degree program by the Department of Kinesiology will receive two letters: the official letter from the Dean of the Graduate School informing the applicant of the admission decision; if the decision was favorable for admission, a second letter from the Department will follow. The Department letter will supply the applicant with a Tuition Deposit Form. Tuition deposit ensures an applicant's respective place within the admitted Program for the semester in which the Graduate School grants admission. A one-semester (or two semesters in rare cases) deferment for enrollment may be requested by the admitted applicant for consideration at the Department level. If the applicant does not enroll while the letter is valid, admission will be cancelled. If a new application is filed, a new application fee must accompany the application.

International Applicants

The Graduate School has additional application requirements for International students. These requirements are detailed on the Graduate School website in the *Graduate School Manual* on the Policy Number 02.23.13 and Number 02.23.13.01 and can be viewed at: <http://www.temple.edu/grad/policies/gradpolicies.htm>.

Further details on international applications are described in the *Prospective Students - International Application* website of the Graduate School at: <http://www.temple.edu/grad/admissions/international.htm>.

If admitted and offered a Graduate Teaching Assistantship, international students must contact the International Teaching Assistant program in order to assess their English fluency. International Teaching Assistants whose country of origin does not have English as its native language will be required to take the Speaking Proficiency English Assessment (SPEAK) Test. The Office of International Teaching Assistants Program administers this test and specifics (including exemptions) are detailed at: <http://www.temple.edu/ita/>.

The Office of International Students and Scholar Services provides support services for all Immigration and Naturalization related requirements, including the Certification of Eligibility requirements (I-20 or DS-2019) for international applicants. International students must be enrolled in a full-time (9 credit hours per semester) course of study to satisfy the regulations established by the US Immigration and Naturalization Service concerning the issuance of a student visa. International students should contact the Office of International Students and Scholar Services at the following site for further details:

International Students and Scholar Services
1700 North Broad Street
Suite 203B
Philadelphia, PA 19122 USA
215.204.7708
isss@temple.edu
<http://www.temple.edu/isss/index.html>

Financial Aid

Various forms of financial aid are available to full-time graduate students and are described on the following Graduate School website: <http://www.temple.edu/grad/finances/index.htm>

University financial support is available on a competitive basis for graduate teaching assistantships (TA), research assistantships (RA), academic internships (AI), and University fellowships.

Teaching Assistantships (TA)

The College of Public Health provides approximately 24 Kinesiology TA positions annually. Students who fill these positions are assigned teaching duties within the department. These include: teaching laboratory sections of undergraduate core courses such as Human Anatomy and Physiology as well as Biomechanics; as well as supporting the teaching of undergraduate core courses. To be considered for an assistantship, applicants must already be admitted by the Graduate School and advocated for by their faculty mentor to the Department Graduate Program Director and Department Chair.

Recipients of positions with instructional responsibilities will be required to attend an orientation and training workshop provided by the Temple University Teaching and Learning Center in mid/late August. As stated previously in the International Applicants section, if an international student whose country of origin does not have English as its native language is offered a Graduate Teaching Assistantship, the student will be required to take the SPEAK Test. The Office of International Teaching Assistants Program administers this test and specifics are detailed at: http://www.temple.edu/ita/speak_test.html.

Benefits to include tuition remission, living stipend, and Health Insurance subsidy accorded to TAs are defined by the contractual agreement between the Temple University Graduate Students Association (TUGSA) and Temple University and as such will vary by contractual year.

Each full-time TA will be assigned a workload that is the equivalent of 20 hours per week. All recipients of these awards must be enrolled in 6-9 credits of graduate coursework each academic semester to maintain their full-time status and financial assistance. Exceptions to this are for doctoral students in the final non-didactic phases of their degree program.

Master's degree students are eligible for up to 2-year appointments and doctoral students are eligible for up to 4-year appointments, which are predicated on satisfactory progress in the graduate degree program and satisfactory performance of all assigned duties. Refer to the Annual Program of Study Review for Doctoral Students section in the Handbook for further details on procedures for evaluation of satisfactory progress in the PhD program of study.

Fellowships and Scholarships

The Graduate School, in cooperation with the College and Department, administers several different kinds of financial aid. To qualify for any of these, the graduate student must be admitted to the Graduate School and be defined as a full-time graduate student (i.e., enrolled for 6-9 hours of course work or certified by the department as working full-time on the master's thesis or doctoral dissertation). Visit the following website for greater details on these financial awards at: <http://www.temple.edu/grad/finances/index.htm>.

The following competitive fellowships are available only to doctoral candidates. Applications for these awards may be obtained from the Graduate School. The application deadline is approximately February 1 of each year.

Presidential Fellowships. These are the most prestigious awards offered by the Graduate School of Temple University. They are awarded to unique and exceptional students. Each Presidential Fellowship carries a 12-month stipend and full tuition remission.

University and Future Faculty Fellowships. These are available to outstanding incoming students and provide support as a 12-month period stipend and full tuition remission.

Loans and Work Study

Students interested in obtaining other kinds of financial aid should contact: <http://sfs.temple.edu/>; 215.204.2244; sfs@temple.edu.

Other Information

Standards of Scholarship

Master's and doctoral students are required to maintain satisfactory progress toward degree completion. A student's graduate record begins with the first course credited to the degree and includes all subsequent courses, whether or not such work is necessary for the degree. A graduate student may earn no more than two grades of less than B- quality, may receive no more than one grade of F, must have at least a 3.0 GPA at graduation, and may not graduate with an outstanding incomplete (I) grade. Details of this Policy are described in section 02.24 of the Graduate School Policies and can be viewed at: <http://www.temple.edu/grad/policies/gradpolicies.htm#GCSS24>.

College of Public Health Graduate Learning Module

An online learning module HRPR 5001 is required for all graduate students in the College of Public Health – “Current and Emerging Issues in Public Health and Health Professions.” This course is completely online and asynchronous, meaning that students complete the modules at their own pace. The course is a required pass/fail course, but students will not be charged additional tuition for the course as it is considered a 0 credit course; however, this is mandatory and students will not be eligible for graduation unless the course is completed. It is possible that one or more graduate courses students have will be embedding portions of the modules within the course, thereby minimizing any duplicative work.

HRPR 5001 requires all students to complete a set of six learning modules that address some of the core elements of health, including guiding principles, practices and guidelines. Students will then complete an additional six modules from a menu of modules (currently a choice of 12). All of the course content is available via Canvas. Each module includes a video presentation, PowerPoint slides, additional resources, and a quiz. The video presentation is divided into 3-4 segments of no more than 20 minutes each. Students will be required to view the video presentation (may also print and follow along with the PowerPoint slides) and then complete the quiz, receiving a minimum grade of 80% to receive credit. The Program Director within the student's program will work closely to explain the modules, discuss appropriate module completion timing, and monitor to be sure that modules are complete prior to graduation clearance deadline.

Program of Study (Masters degree)

The student's program of study is developed in conjunction with a faculty mentor. The content of the program depends on the specific sub-discipline studied. The total program of study is 30 credit hours. The specific programs of study for each of the four areas of concentration are provided on the graduate school websites listed above in the Kinesiology Graduate Degree Programs section. The following apply to all programs of study:

1. No more than 6 credits completed prior to matriculation for the master's degree may be transferred from another institution. The Graduate School reviews and approves the request for transfer credits and the credits must be current which is defined as completed "within the past five years" (Graduate School Policy # 02.25).
2. A graduate student may take an undergraduate course for graduate credit only if approved by the Graduate School before participating in the course provided: (a) the course in question is an upper-level undergraduate course and covers material which is germane to the student's area of study and which is not taught in any graduate course offered the same semester; (b) the student does graduate level work in the course (more advanced work than is required of the undergraduates in the course), and the nature and extent of that work is specified in writing before the start of the course in a document signed by both the instructor and the student; (c) the student has the prior permission of the course instructor and the graduate chair of her or his program; and (d) the student pays graduate tuition for the course. The approval form, 'Request to take an Undergraduate Course for Graduate Credit' must be completed before registering for the course. This form can be found in the TUPORTAL staff tools section, (search in the Forms tab). Graduate students may not use an undergraduate course to meet graduate requirements if it is taken to bring a student up to the level of preparation expected of entering graduate students.

Culminating Experience Options

Thesis Option

The thesis is designed to demonstrate the student's ability to collect data and present results in a scholarly manner. KINS 9995 Master's Research in Kinesiology is taken for 3 credits, as is KINS 9996 Master's Thesis in Kinesiology. Students schedule a defense with their three-person committee after the thesis advisor has approved the thesis as ready for defense. Overall evaluation is pass/fail, with recommendations for improvements of the thesis offered as a result of faculty review and discussion at the thesis defense.

Master's Research Project Option

The master's research project option is a mentored research experience that may result in a publication or a summary document of the research experience. Taken for 3 credits, KINS 9995 Master's Research in Kinesiology is designed to offer flexibility for students who wish to be actively involved with research, but do not want to engage in research at the level expected for a thesis. Evaluation of the project is by a two-person committee as pass/fail. To earn the 3 other required credits required to complete the program of study, students in the master's research project option take an additional elective.

Clinical Practicum Option

KINS 9785 Internship in Kinesiology is a 300-hour (6 credits) supervised applied experience. The clinical practicum offers students the opportunity to engage in more applied work. Evaluation of the experience is by the faculty mentor, based on a submitted portfolio of materials completed during the experience.

Program of Study (PhD)

The Ph.D. program of study in Kinesiology is based upon the baccalaureate degree in Kinesiology. The program of study for each area of concentration consists of: 1) basic core of courses in the Discipline of Kinesiology, 2) core of courses in each area of concentration, 3) elective courses, and 4) preliminary examination/dissertation proposal and dissertation. The program of study is designed so that it can be completed in 4-5 years of post-baccalaureate or 4 years (advanced standing) from a previous master's degree program of relevance. It is expected that students will enroll in 9 credit hours per semester of academic year.

The PhD program culminating experience includes the preliminary examination, dissertation proposal, and dissertation. A student must have completed all coursework for the degree (i.e., Graduate School Policy # 02.27.11.01) to register for the Preliminary Examination requirement (KIN 9994). A student must have successfully completed the Preliminary Examination requirement (i.e., Graduate School Policy # 02.28.12.01) to register for the Dissertation Proposal requirement (KIN 9998). A doctoral student will be raised to doctoral candidacy by the Graduate School upon approval of all required coursework, examination requirements, and approved dissertation proposal (i.e., Graduate School Policy # 02.27.13.01). A student must have doctoral candidacy status to register for the Dissertation requirement (KIN 9999). Additionally, a doctoral candidate must register for KIN 9999 in the term in which the dissertation oral examination is held (Graduate School Policy # 02.28.13).

Preliminary Examination. All PhD students must complete KIN 9994 (Preliminary Examination). Doctoral students must register for 1 credit of KIN 9994 during the semester in which the preliminary examination is completed and during all semesters between the completion of course work and the completion of the preliminary examination. The preliminary examination requirement has two parts:

1. **Part 1** requirement for KIN9994 Preliminary Exam will be a set of four exam questions to examine the doctoral students' competency in their sub discipline. Two questions will examine content expertise (one question on a major content area, and one question on a minor content area). A 3rd question will examine the doctoral student's knowledge of research design, and a 4th question will examine the doctoral student's knowledge of statistics.
 - a. Question format and content will be determined by the student's preliminary examination committee.
 - b. The exam will take place at Temple University in the Department under direct supervision (i.e., a member will have ability to check in on the student in person) of the preliminary examination committee who will be responsible for review and assessment of performance.
 - c. The preliminary exam committee will consist of at least 3 members, with at least one from outside the student's sub-discipline.
 - d. The administration of the KIN 9994 Preliminary Exam questions will first take place in a written format. Following the review of the student's written performance by the preliminary examination committee members, an oral examination will take place no more than 2 weeks following the written exam portion. The oral examination will be attended (in person or via, e.g., conference call) by all of the preliminary examination committee members. The oral exam format will be determined by the committee. The committee will judge written and oral examination performances collectively and provide a grade of pass or fail.
 - i. The student will have 2 opportunities to pass the Part 1 portion of the Preliminary Examination requirement.
2. **Part 2** requirement for KIN 9994 Preliminary Exam will be that the student must submit a research article (e.g., literature reviews do not meet this requirement) of publishable quality, as

first author, to a refereed journal by the time of their preliminary examination. The Preliminary Examination Committee will review the article to determine whether the article is of publishable quality. Previously published research articles in refereed journals with the student as first author will count in meeting this requirement.

3. A student must successfully meet the requirements of **Parts 1 and 2** to receive a passing grade for KIN 9994 Preliminary Exam.

Dissertation Course Requirements. KIN 9998 (Pre-Dissertation Res) - Doctoral students must register for 3 credits of KIN 9998 during all semesters between completion of the preliminary examination and approval of the dissertation proposal by the Dissertation Sponsoring Committee. Once the dissertation proposal has been approved by the Dissertation Sponsoring Committee it is submitted to the Graduate School. Defense and submission of the dissertation proposal to the Graduate School requires that the research protocol be submitted for or have received approval by the Institutional Review Board (IRB). The student's research may begin upon the Graduate School's approval of the dissertation proposal and approval by the IRB.

KIN 9999 (Doctoral Dissertation) – Doctoral students must enroll in at least 3 credits of KIN 9999 for graduation. Once this amount has been attained, doctoral students must register for a minimum of 1 credit of KIN 9999 each semester until the dissertation has been successfully defended, approved by the dissertation examination committee, and filed with the Graduate School.

Course Credit. A graduate student may take an undergraduate course for graduate credit only if approved by the Graduate School before participating in the course provided: (a) the course in question is an upper-level undergraduate course and covers material which is germane to the student's area of study and which is not taught in any graduate course offered the same semester; (b) the student does graduate level work in the course (more advanced work than is required of the undergraduates in the course), and the nature and extent of that work is specified in writing before the start of the course in a document signed by both the instructor and the student; (c) the student has the prior permission of the course instructor and the graduate chair of her or his program; and (d) the student pays graduate tuition for the course. The approval form, 'Request to take an Undergraduate Course for Graduate Credit' must be completed before registering for the course. This form can be found in the TUportal staff tools section (search in the Forms tab). Graduate students may not use an undergraduate course to meet graduate requirements if it is taken to bring a student up to the level of preparation expected of entering graduate students.

Information concerning advanced standing, transfer of credit, academic good standing, auditing, dismissals, and other graduate school policies may be found at the Graduate School's web site at <http://www.temple.edu/grad/policies/gradpolicies.htm#DECE27>.

Dismissal from the PhD Program

1. A student who earns a substandard grade (e.g., less than B-) will receive a warning from the Graduate School. A student who receives more than two grades below "B-" or more than one grade of "F" is dismissed for failure to maintain satisfactory grades. Refer to Graduate School policy www.temple.edu/grad/policies/gradpolicies.htm#GCSS24 (#02.24.11.01 to 02.24.11.05) for further details.
2. Students not making doctoral program progress will receive a warning letter from the Department Graduate Program Director in consultation with the student's PhD advisor and committee.
 - a. The warning letter will specifically address the issues and recommend measures along with

- deadlines for remediation.
- b. Students who receive such warnings *may lose* University or departmental financial support.
 - c. Students who fail to meet their remedial recommendations in the designated time frame will be dismissed.

Annual Review of the PhD Program of Study

Doctoral students are required to complete and submit the Annual Progress Report (see graduate program Canvas site) for the PhD program of study by no later than October 1st of every academic year. This Report requires the review and signature of the student's faculty mentor (for all years of the POS) and two additional advisory committee faculty members (for year 2 and all subsequent years). The Report summarizes a doctoral students' progress to include: academic, research, and service. Academic progress is evaluated by the grading policies of the Graduate School described earlier in the Handbook as well as in the above section (see Graduate School policy on grading at: <http://www.temple.edu/grad/policies/gradpolicies.htm#GCSS24>).

Independent Research Credits Contract

The College of Public Health requires completion of an Independent Research contract for all credits taken under KINS 9882, Independent Research in Kinesiology (see graduate program Canvas site). This applies to all graduate independent study courses listed as 5x82, 8x82, or 9x82 (such as KINS 9882). The contract is completed between the graduate student and faculty mentor. The faculty mentor, graduate program director, and department chair must approve the content prior to registration for the credits.

Conflict Resolution (Chain of Command)

If a conflict arises (e.g., administrative issue), then the following is recommended to aid in resolution. First discuss the issue with the person directly involved with the conflict. If no resolution is met, then consider the following: if conflict is with a course instructor, then speak to the specific program director. If unresolved, then speak to the Kinesiology graduate program director. If unresolved, then speak with Kinesiology department chairperson. If unresolved, then speak with the College of Public Health associate dean of student affairs. If unresolved, then speak with the College of Public Health Dean. If grieving a course grade, then see CPH Grievance Policy below.

Other Policies

CPH Grievance Policy -

http://cph.temple.edu/sites/chpsw/files/imce_uploads/Updated%20Grievance%20Procedures%20for%20CPH%202017.pdf.

Computer and Network Security Policy- <https://computerservices.temple.edu/tech-policies>.

Sexual Misconduct - Please refer to the University policy on sexual harassment at:

<http://policies.temple.edu/PDF/366.pdf> Additional resources related to sexual harassment and ways in which to report an incident can be found at: <http://sexualmisconduct.temple.edu/>.