

Policies and Procedures for Graduate Studies
School of Kinesiology
Louisiana State University
Revised Fall 2023

All policies and procedures in this document follow those specified by the Graduate School and the School of Kinesiology. All students and faculty should consult the General Catalog of the Graduate School Bulletin for further information about policies and procedures not described in this document.

MASTER OF SCIENCE (MS) DEGREES

examination will be approved. Students are responsible for verifying if their department has a revalidation policy. No more than 50 percent of the courses in a student's program may be revalidated and counted toward the degree requirements. For regulations regarding time limits and eligibility of transfer work, see "[Transfer of Credit](#)" under "[Graduate School Regulations](#)".

MS Advisory Committees

All students must have an advisor (i.e., a committee chair) to be enrolled in either a thesis or a non-thesis program in the School of Kinesiology.

Non-Thesis Programs

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a student intends to take the [comprehensive exam](#). This committee is responsible for approving the thesis proposal and conducting the thesis defense (MS final examination).

Specific

Students in non-thesis programs of study must pass a written comprehensive final examination that will be given by the student's advisory committee. The student's advisory committee will determine the length and provide information about the expectations needed to pass. Committee members will be solicited by the committee chair (i.e., student's advisor) for questions and/or activities to complete the exam. These questions and/or assigned activities will be compiled by the committee chair. The examination is generally given on one day each semester or term to non-thesis students and the date and time is set by the Coordinator of the specialization.

MS students in the Applied/Clinical Exercise Physiology program may substitute for the comprehensive exam the American College of Sports Medicine (ACSM) Written Exercise Specialist Examination. Passing this exam will satisfy departmental requirements for the M.S. non-thesis comprehensive examination. Also, in cases where the student in the Applied/Clinical Exercise Physiology program includes on his or her committee one or more faculty members under whom the student has enrolled in classes that are largely clinical skills classes (e.g., KIN 7533), the committee may deem it appropriate to include a "pr -

DOCTOR OF PHILOSOPHY (PhD) DEGREE

AREAS OF SPECIALIZATION

Exercise Physiology

Motor Behavior

Behavioral, Psychological, and Pedagogical Sciences

AREA OF CONCENTRATION

Sport Management

The actual number of courses and hours taken will be determined by the student's major professor and program of study committee.

PhD students can include a minor/cognate area in their programs of study from another department in the university, another specialization in the School of Kinesiology, or from another university (which requires administrative approval). A graduate faculty member from that discipline or specialization should be selected who will approve the courses taken to satisfy requirements for the minor/cognate area and/or who will serve as a committee member. If a minor is from a different department, the graduate faculty member from that department serves as the minor professor and must be designated as such on the doctoral degree audit and exam requests.

Time Limit

The program for the doctoral degree must be completed within seven years from the time a student is classified as a doctoral student. Extension of seven-year limit: This time limit may not be exceeded except by special permission of the advisory committee, department chair or delegate (such as the Director of Graduate Studies), college dean, and Dean of the Graduate School. A formal meeting of the advisory committee must be held to approve any time limit extension. The extension is for one year.

PhD ADVISORY COMMITTEES

To be enrolled in the PhD program in the School of Kinesiology, a student must have an advisor (i.e., a major professor who serves as the student's PhD committee chair). The student's major professor must be a graduate faculty member from his/her specialization in the School of Kinesiology. Faculty members may accept or decline the invitation to serve in this capacity.

The main advisory committee consists of a minimum of three graduate faculty members including the student's major professor, minor/cognate professor (if included in the program of study), and at least one graduate faculty member from either the School of Kinesiology or another department.

C. If the student is nearing completion of the degree, the faculty member can maintain research affiliate status for a year, and continue to serve as the co-advisor. The faculty member must return to campus for general or final exams, as required by the graduate school. The School of Kinesiology will not pay the travel expenses. The LSU Graduate School requires that a permanent member of the graduate faculty serve as a co-chair with the faculty member who has left.

If none of these options can be negotiated, the student will leave the doctoral program. It is not the responsibility of the school to continue support when the advisor leaves, and students may not continue their doctoral work or graduate school study without an advisor.

The second circumstance is when the major professor determines that the student is not making satisfactory progress toward their degree. The advisor may decline to continue working with a student. It is the responsibility of the current advisor to notify the student in writing that s/he will no longer advise the student. The student cannot continue in the program without an advisor. S/he has one semester/term to identify another advisor. If a another graduate faculty member in the school does not agree to serve as the major professor, the assistantship (if the student has one) is terminated, the student cannot take classes, and is no longer in the program.

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folder in the School of Kinesiology Communications Coordinator's office. The major professor and student should also keep a copy of the signed form.

GUIDELINES FOR PH.D. GENERAL EXAMINATION AND DISSERTATION PROCESS SCHOOL OF KINESIOLOGY

Doctoral students are required to pass a rigorous qualifying examination or the General Defense within three calendar years (36 months)—or a period deemed equivalent for part-time students with classification as doctoral students. An exception may be made to this if a department notifies the Graduate School. The General Exam may not be scheduled between semesters and only when the university is officially “open for business.”

According to the Graduate School, the General Exam should be considered as a comprehensive assessment of the student's "expert competence over broad segments of the major field and a high degree of familiarity with the content of a current progress in one or more minor fields." Further, “the procedure should be sufficiently rigorous so as to provide reasonable confidence that the student who pass()-8.4 ()3.7t2 (e)-4. (m)T0 Tc 0 d4id5 Tw 32.487 Tw (Th)02 Tw i7 Tw (Th) rds8.5 (ly)peeTh24 tnt wh87Cof)as 0 Tw ((on)8.D.1 32.487 T)3.5 (b)8.5 (io)8.3 (n a)3.5 (s)8.76e sho3.5 (pna)3.5 (ts t)8.

Given the nature of the oral portion of the general examination, a doctoral student has the prerogative to limit attendance to the committee members for a general exam if he or she wishes to do so. If, however, the doctoral candidate elects to combine the General Exam with the presentation of the dissertation proposal, she or he forfeits the right to limit attendance to the committee, as it is the departmental policy that all proposal meetings must be open meetings.

Continuous Registration Requirement

Doctoral candidates must maintain continuous registration for a minimum of three semester hours of credit each regular semester (excluding summers) from the completion of the general examination to the end of the semester in which the dissertation has been approved by the Graduate School.

Dissertation

According to the LSU Graduate School, a Dissertation must make a “contribution to knowledge” in a major field of study and “demonstrate a mastery of research techniques, ability to do original and independent research, and skill in formulating conclusions that in some way enlarge upon or modify accepted ideas.” The form of the dissertation must be in accordance with the [instructions in the electronic thesis and dissertation guidelines](#).

Dissertation Proposal

The dissertation proposal is considered a contract between the student and his/her advisory committee. Thus, a written proposal must be developed and approved by the student's committee and approved report card kept on file for future reference. The major professor, in consultation with committee members, will establish the format and content requirements for the proposal. There should be an oral presentation of the proposal scheduled for the student and committee after the major professor determines that the written proposal is ready to submit to committee members. Committee members should receive the proposal no less than one week prior to the meeting. The Dean's representative can be invited to

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Permission to hold the Final Defense will be granted by the Vice Provost & Dean of the Graduate School only after all the foregoing conditions are satisfied and three (3) calendar months have elapsed since the student passed the General Defense.

The final examination will be an oral examination primarily concerned with the dissertation, although the committee may opt to extend the subject matter. There is no prescribed format or length of time required for this examination. The major professor and committee members will be responsible for establishing the format and content of this examination. Dissertation defenses are open meetings for all members of LSU, Kinesiology, beron. DT (m)21t()TJ()T0.nis e

PhD students from other departments who choose Kinesiology as a minor should be expected to take at least 12 semester hours of graduate credits to satisfy their requirements for a minor. The actual number of semester hours as well as the courses (which can include independent study) required for the minor will be determined by the student's minor professor.

Student Appeal Process for Examinations

Should a student fail any of the MS or PhD examinations described in this Manual and feel that an inappropriate decision was made, he/she may appeal the decision. This appeal should be made in writing to the KIN Graduate Coordinator who will then appoint an ad hoc appeals committee to review this appeal. This ad hoc committee will include the KIN Graduate Coordinator, the Director of the School of Kinesiology, and one KIN faculty member who is a