

# 2015-2016 Bulletin

## Policies and Procedures for School of Kinesiology Students

*Revised as of August, 2015*

The Bulletin contains academic program requirements, rules and regulations of Kinesiology. Please also consult the School of Kinesiology's web site at [www.kines.umich.edu](http://www.kines.umich.edu) for more expansive and detailed information.

This bulletin sets forth the degree requirements for students first enrolled in the 2015-2016 academic year. Students have the following options:

- to comply with the degree requirements detailed in the Bulletin that is published the first semester of the student's academic year; or,
- to comply with the degree requirements published at the time of the student's graduation.

**An Important Note to All Students:** Students are responsible for understanding and meeting the degree requirements. All policies and procedures, rules and regulations, programs and courses herein described are subject to change without prior notice.

Bulletins from previous years may be found on the Kinesiology website and/or stored at the Bentley Historical Library. For more information go to <http://bentley.umich.edu/>

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## Introduction

University of Michigan School of Kinesiology students study a wide variety of biological and social science concepts as they apply the causes and consequences of human movement. The study of movement may include the study of biochemistry, psychology, neurophysiology, sociology, dynamic systems of movement, business and marketing concepts, the mechanics of motion, the pedagogy of physical education, health and wellness, injury prevention and rehabilitation.

Kinesiology students complete a minimum of 120 credit hours of a specialized curriculum in Kinesiology and liberal arts. Kinesiology's four majors are: Athletic Training, Movement Science, Health and Fitness, and Sport Management. Students who complete the Athletic Training, Movement Science, or Health and Fitness degree requirements will be awarded a Kinesiology Bachelor of Science (B.S.) degree. Students who complete the Sport Management degree requirements will be awarded a Bachelor of Arts (B.A.) degree.

## Statement of Student Rights and Responsibilities

The University of Michigan—Ann Arbor (the University) is dedicated to supporting and maintaining a scholarly community. As its central purpose, this community promotes intellectual inquiry through vigorous discourse. Values which undergird this purpose include civility, dignity, diversity, education, equality, freedom, honesty and safety. When students choose to accept admission to the University, they accept the rights and responsibilities of membership in the University's academic and social community.

You may familiarize yourself with the Statement by reviewing the entire document online at [www.oscr.umich.edu/statement](http://www.oscr.umich.edu/statement).

## Undergraduate Admissions

The School of Kinesiology accepts applications from prospective freshman, current U-M students (cross-campus transfers) and transfer students.

### Admission Criteria

Admission to the School of Kinesiology is competitive and dependent on spaces available. The major factors considered are the quality of previous academic work, standardized test scores (when applicable), and demonstrated interest in the chosen field of study. For more specific information regarding criteria for admission, please refer to the admissions pages on the [Kinesiology website](#).

## Applying

### Freshman

Freshman students must complete and submit the following:

- [The Common Application](#) and [University of Michigan Questions](#).
- Official high school transcript

- School Report
- One Teacher Evaluation
- SAT with writing or ACT with writing test scores
- TOEFL, MELAB, or IELTS scores (for non-native speakers of English)
- \$75 Application fee

## Transfers

Transfer students must complete and submit the following:

- [The Common Application](#) and [University of Michigan Questions](#)
- Final official high school transcript, including 9th-12th grades, test data, and graduation date.
- GED results, if applicable
- Official transcripts from **ALL** post-secondary schools
- Academic Evaluator/Instructor recommendation (Note: this is not required of transfer applicants to the School of Kinesiology, but may enhance the application during the review process.)
- ACT with writing or SAT with writing – **PLEASE NOTE:** If you did not take the ACT or SAT as a high school student, these scores will **NOT** be required as part of your transfer application to the University of Michigan and you should not sit for the exams as a college student.
- \$75 Application fee

## Cross-Campus Transfers

Cross campus applicants must complete and submit the following:

- [Cross Campus Transfer Application](#)
- Essay

## Re-Admitted Students

If you were previously enrolled in Kinesiology but have not registered for more than one calendar year, you must apply for readmission to the University through the Office of Undergraduate Admissions. Generally, readmission is granted to those students who left in good standing. Students who were not in good standing at the time they left the University should contact the School of Kinesiology Director of Undergraduate Student Affairs before applying for readmission to the University. If you have taken courses at another institution during your absence, an official transcript must be submitted to Undergraduate Admissions prior to readmission. If you have been registered within the last year, you do not need to apply for readmission provided that you are in good academic standing.

Readmit applicants must complete and submit the following:

- [Cross Campus Transfer Application](#)
- Essay explaining why you wish to return to U-M to finish your degree and what you have been doing since your last term of enrollment.
- Official college transcript from **ANY** post-secondary schools attended since leaving U-M

## Guest/Non-Degree Students

A guest applicant is a student who is completing an undergraduate degree at another university/college and intends to take courses during the Spring term, Summer term, or Spring/Summer term for purposes other than seeking another undergraduate degree. A guest applicant may also be a high school graduate who will be a first year student at another university/college for the following Fall term.

A non-degree applicant is a student who has completed an undergraduate degree and intends to take courses during the Fall and/or Winter terms, for purposes other than seeking another undergraduate degree. A non-degree applicant may also be a high school student with special permission for dual enrollment.

Students should apply by downloading and completing the appropriate [application](#).

## International Students

The University of Michigan is the academic home for undergraduate students from the United States and from all over the world. For application information, admission requirements, exams/English proficiency, and student visas, please visit the [Undergraduate Admissions website](#).

## Secondary Applications

Athletic Training, Intraoperative Neuromonitoring and Sport Management require a secondary admission application prior to the sophomore or junior year. Please refer to the Academic Majors section of the bulletin for more information. While Health and Fitness does not have a secondary application, they do require minimum grades in required lower-level coursework to progress to upper-level coursework.

## Deadlines

The School of Kinesiology accepts applications for *Fall* and *Winter* terms only. Cross campus transfers and transfers should be aware of deadlines for secondary admission applications.

### Freshman/Transfer/Cross-Campus

Fall: February 1\*

Winter: October 1

*\*Freshman are encouraged to apply early. The EARLY ACTION deadline for Freshman Admission is November 1.*

## Enrollment Deposit

Admitted freshman and transfer students must submit a nonrefundable \$300 enrollment deposit which will be applied to first-term expenses. The Office of Undergraduate Admissions will provide instructions and deadlines for payment of this deposit.

## Admissions Counselors and Resources

Academic Advisors in the Office of Undergraduate Student Affairs are available *by appointment* to discuss academic interests and career goals with **prospective freshman and transfer students**, particularly those redirecting their educational goals or returning to school after an educational interruption. Call the Kinesiology Office of Undergraduate Student Affairs for an appointment at (734) 764-4472.

**Cross-campus applicants** are strongly encouraged to attend one of the regular information sessions to learn more about the academic majors and transfer process. Visit our [Events page](#) for days/times that information sessions are available, and reserve your space in one of the sessions.

## Orientation

The Office of New Student Programs (ONSP) coordinates all new student orientations. Students will become acquainted with the University and Kinesiology, meet with an academic advisor, select courses and register for Fall semester. Orientation is mandatory for all newly admitted students to the University of Michigan. Information about the program and dates can be found at [www.onsp.umich.edu](http://www.onsp.umich.edu)

## General Information for All Admitted Students

### Registration

The student registration process is through [Wolverine Access](#), a web-based student center where students can backpack and register for courses, view course schedules, generate unofficial transcripts, apply for graduation and check financial aid awards.

New students receive all necessary registration materials during orientation. Registration for continuing students occurs in April for Spring, Summer, and Fall term courses and in December for Winter term courses. Initial registration on or after the first day of the term carries an additional fee. Student registration deadlines are listed on <http://www.ro.umich.edu/calendar/>.

Students are strongly encouraged to consult with an OUSA advisor before registering (especially first year and transfer students). Students are strongly advised to register as early as their assigned registration appointment allows in order to avoid scheduling problems. The Office of Undergraduate Student Affairs and the University Registrar's Office are available to assist with questions regarding registration deadlines.

### Tuition and Fees

The University's current fee schedule is published online at <http://www.ro.umich.edu/tuition/>. The tuition schedule is based on the number of credits elected during a specific term as well as on residency status and class standing: lower-division (up to 54 credits toward a degree program) or upper-division (55 or more credits toward a degree program).

Students should be aware that there are penalties for late registration and withdrawal. For the policy on refund of fees and tuition when withdrawing from a term, students should consult with the [Registrar's Office](#) for deadlines and amount of refund.

The University Office of the Registrar makes fee assessments; students should contact that office for further information at 734-647-3507.

### University of Michigan Residency Classification

The University of Michigan's tuition structure is two-tiered, reflecting resident and nonresident rates. To be eligible for resident classification, a student must demonstrate compliance with the [University's Residency Classification Guidelines](#). The site will also provide the application for resident classification and application deadlines.

## Financial Aid

The Office of Financial Aid (OFA) administers financial aid programs, and assists students with budgeting. Most aid is awarded on the basis of financial need. Students may take advantage of financial counseling services even if they are not receiving aid. Emergency and/or short-term loans are available to students for educationally related expenses.

Undergraduates are considered for grants, scholarships, loans, and work-study employment. Most scholarships for entering undergraduates are awarded through the admissions process and no separate application is needed. There are some that may require a separate application. For information, visit the [Office of Financial Aid's website](#).

### To apply for financial aid:

Students must submit a [Free Application for Federal Student Aid \(FAFSA\)](#). Students should submit the FAFSA as soon as possible after January 1. OFA must receive the student's processed FAFSA from the federal processor by April 30 in order to consider him/her for all aid programs. However, in case of state deadlines, students should review the official FAFSA website to ensure full consideration. Students must apply each year they wish to receive financial aid.

Entering freshman and transfer students must also submit a [CSS Financial Aid PROFILE application](#) to be considered for university need-based grants and scholarships.

For specific information about procedures and deadlines, see [http://www.finaid.umich.edu/apply\\_and\\_receive\\_aid/applying\\_for\\_aid/genapply.asp](http://www.finaid.umich.edu/apply_and_receive_aid/applying_for_aid/genapply.asp).

Within the School of Kinesiology, students may also apply for one-time-only emergency financial support to the Director of Undergraduate Student Affairs. These awards are typically in the \$500 range. Criteria are dependent upon individual circumstances and the application may be found on the School of Kinesiology website.

Kinesiology students going abroad through Kinesiology programs are eligible to apply for supplemental travel awards through the Center for Global Opportunities in Kinesiology, 555 S. Forest Ave. Information and an application can be found in [M-Compass](#) by selecting the "Scholarship, Grant & Fellowship Programs" button on the general search page.

## Services for Students with Disabilities

Students who need accommodation for a disability are asked to contact their faculty member at their earliest convenience. Some aspects of a course, the assignments, the in-class activities, and the way the course is usually taught, may be modified to facilitate an individual student's participation and progress. The instructor will work with the Office of Services for Students with Disabilities (SSD) to help determine appropriate academic accommodations. SSD (734-763-3000; <http://www.ssd.umich.edu>) typically recommends accommodations through a Verified Individualized Services and Accommodations (VISA) form. Any information a student provides is private and confidential and will be treated as such.

# Athletic Training Major

## Overview

The mission of the Athletic Training Program is to develop entry-level allied health professionals who will be contributing members to the field of athletic training. The Bachelor of Science degree includes courses in clinical evaluation, rehabilitation, prevention, and care of athletic injuries in addition to a comprehensive clinical experience.

Athletic Training has a secondary application that students complete during second semester freshmen year. Once accepted into the Athletic Training Program, students will be required to complete a three-year competency-based education program. The three-year, six-semester program design is consistent with a “learning over time” model whereby students will continually increase their knowledge base and clinical skills. The curriculum is designed to meet certification and accreditation standards set forth by the Board of Certification (BOC) and the Commission on Accreditation of Athletic Training Education (CAATE). The program is currently accredited by CAATE.

Students earning this degree will meet the requirements to sit for the BOC examination. This program will prepare students for entry-level work in secondary schools, colleges and universities, sports medicine clinics, professional sports programs, industrial settings, and other healthcare environments. Certification is required to practice athletic training in most states.

## Secondary Admission

Admission into the Athletic Training Program is selective. The program admits students into the program for the Fall semester only. The following are the minimum requirements for admission:

1. Submission of an application packet. (Applications are due April 1<sup>st</sup> of freshmen year)
2. Hold sophomore standing (25 credits or more) by Fall term following admission.
3. Completion of **AT 115** (Prevention and Care of Athletic Injuries), **AT 117** (Prevention and Care of Athletic Injuries Laboratory), **AT/HF 220** (Applied Human Anatomy and Physiology), **AT/HF 221** (Applied Human Anatomy Lab), **AT/HF 218** (Emergency Response), and **CHEM 130** (General Chemistry) *with no less than a "B" earned in each class to be competitive for admission.*
4. Earn a cumulative grade point average of no less than 2.5 at the completion of two semesters of college coursework.
5. Completion of a clinical observation experience under the supervision of the university's athletic training staff.
6. Completion of an admission interview.
7. Meet the University of Michigan Athletic Training Program Technical Standards for Admission.

The program application packet including technical standards is available at:

[http://www.kines.umich.edu/sites/default/files/AT\\_Program\\_Application\\_2013\\_14.pdf](http://www.kines.umich.edu/sites/default/files/AT_Program_Application_2013_14.pdf)

Transfer students may be admitted to the program provided they fulfill all program admissions requirements in addition to cross-campus transfer requirements. Coursework completed at another institution will be evaluated to determine whether the course objectives completed coincide closely with the course objectives of the courses required for admission into the ATEP.

The number of vacancies limits the number of students admitted into the program. The top students are chosen based on the application packet, academic performance, and performance in the admission interview. Students are informed of their status by May 31.

## Requirements

**Athletic Training students must complete a minimum of 120 credit hours.**

### Required Courses in the Athletic Training Major (52 Credits)

- **AT 115** – Prevention and Care of Athletic Injuries (3 cr.)
- **AT 117** – Prevention & Care of Athletic Injuries Laboratory (2 cr.)
- **AT 200** – Clinical Experiences in Athletic Training – A (3 cr.)
- **AT 205** – Clinical Experiences in Athletic Training – B (3 cr.)
- **AT 210** – Clinical Evaluation of Upper Extremity Athletic Injuries (3 cr.)
- **AT 212** – Clinical Evaluation of Upper Extremity Athletic Injuries Laboratory (1 cr.)
- **AT 215** – Clinical Evaluation of Lower Extremity Athletic Injuries (3 cr.)
- **AT 217** – Clinical Evaluation of Lower Extremity Athletic Injuries Laboratory (1 cr.)
- **AT/HF 218** – Emergency Response (2 cr.)
- **AT 300** – Clinical Experiences in Athletic Training – C (3 cr.)
- **AT 305** – Clinical Experiences in Athletic Training – D (3 cr.)
- **AT/HF 220** – Applied Human Anatomy and Physiology (3 cr.)
- **AT/HF 221** – Applied Human Anatomy Lab (1 cr.)
- **AT/PHYSED 326** – Fundamentals of Strength and Conditioning (3).
- **AT 350** – Therapeutic Modalities (3 cr.)
- **AT 352** – Therapeutic Modalities Laboratory (1 cr.)
- **AT 360** – Rehabilitation of Athletic Injuries (3 cr.)
- **AT 362** – Rehabilitation of Athletic Injuries Lab (1 cr.)
- **AT 375** – Pathophysiology for the Allied Health Professions (3 cr.)
- **AT 400** – Clinical Experiences in Athletic Training – E (3 cr.)
- **AT 405** – Clinical Experiences in Athletic Training – F (3 cr.)
- **AT 410** – Athletic Training Administration (3 cr.)
- **AT 420** – Pharmacology for the Allied Health Professions (3 cr.)

### Supporting Courses in Kinesiology (30 Credits)

- **MOVESCI 231** – Human Musculoskeletal Anatomy Lab (1 cr.)
- **MOVESCI/HF 241** – Exercise, Nutrition, and Weight Control (3 cr.)
- **MOVESCI 250** – Research Methods and Statistics in Movement Science (3 cr.)
- **MOVESCI 320** – Motor Control (4 cr.)
- **MOVESCI 330** – Biomechanics of Human Movement (4 cr.)
- **MOVESCI 340** – Exercise Physiology (4 cr.)
- **SM 101** – Public and Small Group Communication (3 cr.)
- **SM/HF 437** – Psychological Aspects of Sport and Exercise (3 cr.)

### **Courses Required Outside of Kinesiology (23 Credits)**

- **CHEM 130** – General Chemistry. *For students who do not take CHEM 130, successful completion of CHEM 210 will fulfill this requirement.* (3 cr.)
- **FYWR** – College Writing or equivalent (4 cr.) (with a C or better)
- **ENGLISH 225** – Argumentative Writing (4 cr.)
- **PSYCH 111** – Introduction to Psychology or equivalent (4 cr.)
- **MATH 115** – Calculus I (4 cr.)
- **PHYSICS 135** – Physics for the Life Sciences I (4 cr.)

### **Clinical Education Experience Requirements**

Each athletic training student is required to complete six, semester-long clinical education experiences under the supervision of a clinical instructor. Clinical education experiences are completed at both on-campus and off-campus clinical sites. During the course of the program, students will have exposure to a variety of preceptors, clinical settings, patient populations and health care professions. The University of Michigan's Department of Intercollegiate Athletics provides numerous on-campus clinical sites. All facilities are fully equipped with state-of-the-art equipment. In addition, students complete clinical experiences at our off-campus affiliated sites. Affiliated sites include local high schools, sports medicine clinics, and occupational/industrial clinics.

### **Distribution Requirements**

Athletic Training students must also complete 11 credits of Humanities, 12 credits of Natural Science, and 11 credits of Social Science distribution.

To see which required courses count toward distribution, students should refer to the AT record sheet (pg.2): [http://www.kines.umich.edu/sites/default/files/AT\\_Record\\_Sheet\\_2014\\_15.pdf](http://www.kines.umich.edu/sites/default/files/AT_Record_Sheet_2014_15.pdf) (Linked form will be updated after Bulletin publication.) For general distribution information, go to the Appendix at the end of this document.

### **Athletic Training Retention Requirements**

In order to successfully progress in the Athletic Training education program students must meet the following retention requirements:

1. Maintain a minimum overall grade point average of 2.5.
2. Maintain a minimum grade point average of 3.0 in all athletic training core courses.
3. Receive "satisfactory" grade for all clinical experiences.
4. Adhere to the University of Michigan Athletic Training Education Program policies and procedures.
5. Continue to meet the University of Michigan Athletic Training Program Technical Standards for Admission.

## **Physical Education Major**

### **Overview**

**Note: Effective Fall 2015, the School of Kinesiology will no longer offer the undergraduate major or minors in Physical Education (PE) OR Health Education. All current students pursuing the PE major or PE/Health Education minors will be able to complete their degree(s) and certification(s). Please**

consult the Bulletin and/or record sheet (refer to the PE record sheet from the appropriate year, for detailed requirements and procedures) on the [Policies and Procedures page](#) of the Kinesiology website. Search for “Health and Fitness” and the PHYSED documents will also appear.

Additionally, in order for a current Physical Education student to be considered for the option to graduate without student teaching, a student must:

- Be a student in good academic standing (2.5 GPA or above)
- Provide a written petition to the Associate Dean for Academic Programs. The petition should:
  1. State the reason(s) for the request
  2. Indicate how a positive response to the request will impact the expected date of graduation
  3. Include a list of appropriate classes for faculty to reference, to select the classes the student will need to reach both the career goal and 130 credits
- Earn 130 credits to graduate
- If a student has not taken EDUC 392 or 402, the student may request to waive those classes and substitute classes approved by the faculty
- Students who return to U of M in the future to obtain teaching certification may be required to take additional classes that have been added to the major or the certification requirements

## Health and Fitness Major

### Overview

The Health and Fitness program provides a science-based curriculum, focusing on physical activity across the lifespan. Our program prepares students for careers and advanced learning in health promotion, while addressing the health and wellness need for people of all ages and abilities.

The Health and Fitness major offers students the knowledge and skills required for successfully entering the growing field of Health and Fitness. Physical activity/inactivity and obesity have become a national focus. The School of Kinesiology has adapted to better accommodate this trend in physical awareness by transforming the Physical Education major into the Health and Fitness major, providing knowledge of activity beyond the scope of K-12 individuals. Students majoring in Health and Fitness learn how to communicate to members of the public of varying ages, abilities, and backgrounds, behaviors that can prevent diseases, injuries, and other health problems by encouraging healthy lifestyles and wellness. The Health and Fitness Leadership curriculum includes courses required for American College of Sports Medicine (ACSM) Health and Fitness Specialist Certification as well as business and legal courses necessary for those wishing to establish new businesses or work in corporate settings.

Students who complete the Health and Fitness program will receive a Bachelor of Science (B.S.) degree. Students should consult the Health and Fitness Chair within Kinesiology for further information about Health and Fitness Leadership Program requirements, admissions procedures, and application deadlines.

The Kinesiology Office of Undergraduate Student Affairs and the Health and Fitness Chair are the two main sources of information and support for Health and Fitness Leadership students.

# Curriculum Objectives/Outcomes

## 1. Exercise Prescription & Exercise Adaptation

### Exercise training & Conditioning

- Understand the physiologic adaptations to exercise and strength conditioning.
- Be able to apply exercise, strength training and conditioning in a safe and responsible manner.

### Health & Nutrition

- Understand the bioenergetics of food and how it applies to exercise and physical activity.
- Understand and apply energy balance.
- Administer assessments of physical fitness.
- Understand and administer tests of physical health e.g. body composition.
- Understand the effects of ergogenic aids and the concepts of pharmacokinetics.
- Apply modern applications and trackers for activity and health behaviors.

### Psychology & Exercise

- Recognize the psychological factors which influence involvement in sport and exercise.
- Apply this knowledge as it relates to physical activity educators.

## 2. Community, Social and Corporate Health

- Physical Activity & Inactivity
- Identify activity level behaviors by age, population and socioeconomic level.
- Describe the pathways by which socioeconomic indicators influence health behaviors.
- Describe the socioeconomic disparities in physical activity participation.
- Ethics
- Develop knowledge of the theoretical approaches used to address the wide range of ethical issues faced by professionals in both community and workplace wellness.
- Apply the epidemiological information gained to evaluate and develop public health intervention programs.

## 3. Exercise Research Techniques

### Scientific method

- Study design i.e. methods, results & conclusions.
- Qualitative and quantitative statistics.
- Collaborative writing.

## 4. Business

### Identify, analyze and discuss legal aspects of sport

- Contracts, constitutional law, labor employment and IP rights.
- Conduct marketing analysis.
- Use current communication tools to enhance learning and professional development.
- Demonstrate knowledge of laws governing individuals with physical disabilities.
- Understand the ramifications of banned substances in sport.

## 5. Disease prevention, Injury prevention & Special populations

- Recognizing the contributors to heart disease.

- o Identify and manage common injuries and apply injury prevention techniques.
- o Understand the relationship between PT, OT and adapted PE.
- o Distinguish factors that contribute to atypical motor development and function.

## Requirements

**To declare the HF major, all students will need to:**

- **Complete MATH 105\*, HF/AT 220 and HF/AT 221 with a grade of C or higher**
- **Have a Cumulative GPA of 2.5 or higher**

*\*Effective Fall 2014, incoming HF-Interest freshmen must complete MATH 105 at the University of Michigan; it cannot be transferred. However, AP credit for MATH 115 will be accepted.*

*Students who test out of Math 105 must still elect either Math 105 or Math 115 if they are planning to major in Health and Fitness Leadership. Before enrolling in Math 105 or Math 115, students are strongly encouraged to utilize the Math Lab's resources, including practice math problems, to gauge their own level of math proficiency. Students who receive the Calculus Definite Math Placement recommendation are not required to take MATH 105.*

Kinesiology students who wish to graduate in Health and Fitness Leadership must complete an academic plan of study (shown below).

- **HF 218** – Emergency Response (3 cr.)
- **HF 220** – Applied Human Anatomy and Physiology (3 cr.) (NS) –*Must be taken concurrently with HF 221.*
- **HF 221** – Applied Human Anatomy and Physiology Lab (1 cr.) (NS) –*Must be taken concurrently with HF 220.*
- **MOVESCI/HF 241** – Exercise, Nutrition and Weight Control (3 cr.)
- **HF 242** – Essentials of Exercise Physiology (3 cr.)
- **HF 251** – Technology in Health & Fitness (3 cr.) (NS) - *This course is a prerequisite to HF 331*
- **HF 313** – Physical Activity Across Lifespan (3 cr.)
- **HF 313** – Exercise Prescription & Testing (3 cr.)
- **HF 331** – Biomechanics of Sport & Exercise (3 cr.) - *Needs prerequisite to elect this course - HF 251*
- **HF 332** – Principles of Motor Behavior (3 cr.)
- **HF 333** – Legal Issues in Sport & Fitness (3 cr.)
- **HF 403** - Internship (3 cr.)
- **HF/MOVESCI 425** – Physical Act and Pediatric Disabilities (3 cr.)
- **SM/HF 434** – Managerial Ethics in the Sport & Fitness Industries (3cr.)
- **SM/HF 437** – Psychological Aspects of Sport & Exercise (3 cr.) (SS)
- **AT 115** – Prevent & Care –Athletic Injuries (3cr.)
- **AT/PHYSED 326** – Fundamentals of Strength & Conditioning (3 cr.)
- **AT 420** – Pharmacology for the Allied Health Professions (3 cr.)
- **MOVSCI/KIN 413 or MOVESCI/HF/KINESLGY 446** – Social Factors in PA Behavior (3 cr.)
- **SM 101** - Public and Small Group Communication (3 cr.) (HU)
- **SM 111** – Historical & Sociological Bases of Human Movement (3 cr.) (SS)
- **SM 217** – Business Communications (3 cr.) (HU) OR **MOVESCI 219** – Scientific Writing (3 cr.)
- **SM 249** – Research Methods (4 cr.)(NS) OR **MOVESCI 250** – Statistics (3 cr.)(NS)

- **SM 346** – Principles of Marketing (3 cr.)

### **Requirements Outside of Kinesiology**

- **FYWR** - (4 cr.) Must achieve a C or better.
- **MATH 105** - Data, Functions, and Graphs (4 cr.) (NS)
- **PSYCH 111 or 112** - Introduction to Psychology (4 cr.) (SS or NS)

### **Distribution Requirements**

Students must complete the Distribution Requirement of a minimum of 12 credits in Natural Science, Humanities, and Social Science. To see which required courses count toward distribution, students should refer to [HF record sheet](#). (Linked form will be updated after Bulletin publication.) For general distribution information, go to the Appendix.

### **Internship Requirements**

Students must complete an approved internship in the field of Health and Fitness to earn their degree. To be eligible for the internship you must have junior standing and a cumulative GPA of 2.5 or higher. Students may repeat the internship for credit if content and summary of work differs.

### **Study Abroad**

Credit from Kinesiology-sponsored and non-Kinesiology-sponsored study abroad programs can be used as general credit toward graduation and to fulfill Distribution requirements. With prior approval by the HF Faculty Committee, students can use study abroad credit to fulfill certain HF requirements. See general policies and procedures for study abroad below.

### **Required Certifications**

Students must obtain American Red Cross Certification in First Aid/CPR/AED prior to graduation.

### **Cross Campus Transfer Requirements**

#### **Sophomore – Cumulative GPA of 3.0 and completion of the following:**

- \*MATH 105
- MOVESCI/HF 241
- \*HF/AT 220, HF/AT 221
- AT 115

#### **Junior – Cumulative GPA of 3.0 and completion of the following:**

- \*MATH 105
- MOVESCI/HF 241
- \*HF/AT 220, HF/AT 221
- AT 115
- MOVSCI 250 or STATS 250 or SM 249
- HF 332
- HF 242
- SM 249

# Movement Science Major

The Movement Science (MOVESCI) major strives to fully develop the intellectual abilities of each student during their learning experiences in the School of Kinesiology. The program emphasizes the study of human movement from biological and behavioral perspectives across the lifespan. The Movement Science Department achieves their mission by offering a diversified program that includes introductory and advanced course work, research, and laboratory experiences. Success is evaluated by the academic and professional placement of graduates.

## Overview

The Movement Science major comprises coursework that emphasizes the causes and consequences of human movement from biomechanical, motor control, and development and physiological perspectives. The requirements include courses both in and outside of Kinesiology. The Movement Science curriculum emphasizes competencies in four areas:

1. Three areas of Movement Science: Biomechanics, Motor Control, and Exercise Physiology
2. Research
3. Scientific communication, including written and graphic skills
4. Computer literacy

Students will gain these competencies by mastering concepts in courses, by exposure to research in laboratory sections of courses, and in independent study and research courses.

## Content Emphases of Major Areas in Movement Science

### 1. Biomechanics

- Describe movement from kinematics and kinetics perspectives.
- Apply biomechanical concepts and principles to analysis of motor skills among diverse and special populations.
- Understand underlying physical mechanisms involved in the control and coordination of movements.
- Understand basic mechanical properties of muscle, tendon, ligament and bone.
- Relate the mechanical loads placed on the human body to the mechanical properties of tissues.
- Identify basic biomechanical mechanisms used by humans to reduce metabolic cost and fatigue during movement.

### 2. Exercise Physiology

- Understand regulation of different biological functions including cardiovascular, neural, renal, pulmonary, musculoskeletal and endocrine systems during rest and movement.
- Understand mechanisms causing biological adaptations to chronic exercise at the molecular, cellular, systemic and whole-body level.
- Understand relationships between physical activity, energy, nutrition, chronic disease and health.
- Understand neural, cardiorespiratory, nutritional, bioenergetic, metabolic, and endocrine bases of human performance.

- Understand and appreciate racial, ethnic, age-associated, and gender differences in exercise performance and in biological adaptations to movement.
- Assess flexibility, strength, and endurance factors that influence movement and physical performance.

### 3. Motor Control and Development

- Describe movement from a kinematic and associated muscle activation pattern perspective.
- Apply motor development and motor control concepts and principles to analysis of motor skills among diverse and special populations.
- Identify and differentiate among the diverse theories of motor skill acquisition.
- Identify factors affecting motor behavior, including physical growth, physiological, perceptual and cognitive changes and sociocultural practices.
- Understand interaction between perception and action throughout the lifespan.
- Understand basic principles underlying neural and neuromuscular communication.
- Understand the relationship between central nervous system structure and function as it applies to human motor control.
- Understand the normal course of physical growth and maturation throughout the lifespan.

## Requirements

The Movement Science curriculum requires courses in of the following five categories:

### Required Non-Kinesiology Prerequisite Courses (38 credits)

- **BIOLOGY 171** – Introductory Biology: Ecology and Evolution (4 cr.)
- **BIOLOGY 172** – Introductory Biology: Cellular, Molecular, and Developmental. *Advisory Prerequisite: Prior or concurrent enrollment in Chem 130.* (4 cr.)
- **BIOLOGY 174** – Introduction to Cell and Molecular Biology. *Biology 174 is equivalent to Biology 172, but Biology 174 involves a different learning format (reading prior to class, minimal lectures, group work and problem solving). Students should elect either Biology 172 or Biology 174 NOT both. Advisory Prerequisite: Prior or concurrent enrollment in Chem 130.* (4 cr.)
- **BIOLOGY 173** – Introductory Biology Laboratory. *Enforced Prerequisite: Biology 163 or 171 or 172 or 174 or 195. Advisory Prerequisite: Students should have completed one of the introductory lecture courses (either Biology 171 or (172 or 174)) and be concurrently enrolled in the other course. AP Credit (BIOLOGY 195) will not fulfill this lab requirement.* (2 cr.)
- **CHEM 130** – General Chemistry: Macroscopic Investigations and Reaction Principles. *For students who do not take CHEM 130, successful completion of CHEM 210 will fulfill this requirement.* (3 cr.)
- **FYWR or ENGLISH 125** – Writing and Academic Inquiry (4 cr.) (with a C or better)
- **MATH 115** – Calculus I (4 cr.) *AP credit for MATH 120 or MATH 120/121 will fulfill this requirement.*
- **ANATOMY 403** – Human Anatomy: Structure and Function (5 cr.)
- **PHYSICS 125** – Transfer credit for algebra-based Physics I (mechanical) or **PHYSICS 135** – Physics for the Life Sciences I (4 cr.) or **PHYSICS 140** – General Physics I (4 cr.)
- **PHYSIOL 201** - Introduction to Human Physiology. *Prior completion of Biology 172 or Biology 174 strongly recommended.* (4 cr.)

- **PSYCH 111** - Introduction to Psychology (4 cr.) or **PSYCH 112** – Introduction to Psychology as a Natural Science. (4 cr.) *Students should elect either PSYCH 111 or PSYCH 112, NOT both.*

### **Required Core Kinesiology Prerequisite Courses (9 credit hours)**

- **MOVESCI 110** – Biological and Behavioral Bases of Human Movement (3 cr.)
- **PHYSED 218/HF 218** – Emergency Response (3 cr.)
- **MOVESCI 219** – Scientific Writing (3 cr.)

### **University Distribution Courses (36 credit hours)**

Students must complete the Distribution Requirement of a minimum of 12 credits in Humanities, 12 credits in Natural Science, and 12 credits in Social Science.

To see which required courses count toward distribution, students should refer to [MOVESCI record sheet](#). (Linked form will be updated after Bulletin publication.) For general distribution information, go to the Appendix.

### **Core Movement Science Courses (19 credit hours)**

- **MOVESCI 230** – Human Musculoskeletal Anatomy. *Must be concurrently enrolled in MOVESCI 231.* (3 cr.)
- **MOVESCI 231** – Human Musculoskeletal Anatomy Lab. *Must be concurrently enrolled in MOVESCI 230.* (1cr.)
- **MOVESCI 250** – Statistics and Research Methods in Movement Science (3 cr.)
- **MOVESCI 320** – Motor Control. *Prerequisites: MOVESCI 110, ANATOMY 403 or MOVESCI 230 or AT/PHYSED 310 or AT/HF 220, MOVESCI 250, PHYSIOL 201 or MOVESCI 361.* (4 cr.)
- **MOVESCI 330** – Biomechanics of Human Movement. *Prerequisites: MOVESCI 110, MATH 115, PHYSICS 125 transfer credit or PHYSICS 135 or PHYSICS 140, ANATOMY 403 or MOVESCI 230, or AT/PHYSED 310 or AT/HF 220.* (4 cr.)
- **MOVESCI 340** – Exercise Physiology. *Prerequisites: MOVESCI 110, ANATOMY 403 or MOVESCI 230 or AT/PHYSED 310 or AT/HF 220, MOVESCI 250, PHYSIOL 201; CHEM 130 recommended.* (4 cr.)

### **Elective Courses (20 Credit Hours)**

Students must complete a minimum of 20 credit hours of elective courses including upper-division Movement Science courses (minimum of 9 credit hours) and cognate elective courses (minimum of 11 credit hours). Additional details are described below.

#### Movement Science Lecture-Based Courses

A minimum of nine credit hours of upper-division Movement Science lecture-based courses from the following choices:

- **MOVESCI 413** – Special Topics in Movement Science. Used for new experimental courses in Movement Science.
- **MOVESCI 421** – Disorders of Voluntary Movement. *Prerequisites: MOVESCI 320.* (3 cr.)
- **MOVESCI 422** – Motor Learning. *Prerequisites: MOVESCI 320.* (3 cr.)
- **MOVESCI 423** – Sensory-motor Development. *Prerequisites: MOVESCI 320.* (3 cr.)
- **MOVESCI 424** – Aging and Motor Performance. *Prerequisites: MOVESCI 320.* (3 cr.)
- **HF/MOVESCI 425** – Physical Activity and Pediatric Disabilities (3 cr.)

- **MOVESCI 426** – Cognitive Neuroscience of Action. *Prerequisites: MOVESCI 320.* (3 cr.)
- **MOVESCI 427** – Mind and Brain of Expertise. *Prerequisites: MOVESCI 320.* (3 cr.)
- **MOVESCI 435** – Biomechanics of Human Locomotion. *Prerequisites: MOVESCI 330.* (3 cr.)
- **MOVESCI 437** – Motion Capture and Animation for Biomechanics. *Prerequisites: MOVESCI 330.* (3 cr.)
- **MOVESCI 438** – Introduction to Musculoskeletal Imaging. *Prerequisites: MOVESCI 230; Advisory Prerequisite: MOVESCI 330.* (3 cr.)
- **MOVESCI 441** – Environmental Exercise Biology. *Prerequisites: MOVESCI 340.* (3 cr.)
- **MOVESCI 442** – Exercise Endocrinology. *Prerequisites: MOVESCI 340.* (3 cr.)
- **MOVESCI 443** – Exercise and Successful Aging. *Prerequisites: MOVESCI 340.* (3 cr.)
- **MOVESCI 444** – Exercise and Nutrition. *Prerequisites: MOVESCI 340.* (3 cr.)
- **MOVESCI 446** – The Role of Social Factors in Shaping Physical Activity Behavior. *Prerequisites: (MOVESCI 219 or SM 217) and (MOVESCI 340 or PHYSED/HF 242).* (3 cr.)
- **MOVESCI 448** – Cardiovascular Exercise Physiology. *Prerequisites: MOVESCI 250 and MOVESCI 340 (C+ grade min).* (3 cr.)
- **MOVESCI 450** – Seminar in Adapted Physical Activity. (3 cr.)
- **MOVESCI 465** – Neuroanesthesia and Advanced Topics in IONM. *Prerequisites: MOVESCI 320 and 464.* (3 cr.)
- **MOVESCI 471** – Physical Activity Epidemiology. *Prerequisites: MOVESCI 340.* (3 cr.)
- **MOVESCI 474** – Worksite Wellness. *Prerequisites: MOVESCI 340.* (3 cr.)
- **MOVESCI 475/AT 420** – Pharmacology for the Allied Health Professions. *Prerequisites: PHYSED/AT 310 or AT/HF 220 or PHYSIOL 201; CHEM 130.* (3 cr.)

#### Movement Science Independent Study Courses

These courses are completely optional. However, three credit hours earned from independent study, internships, readings, or research in Movement Science can be substituted for one of the required lecture-based courses, listed above. A maximum of 20 credit hours can be selected from the following courses:

- **MOVESCI 280/UC 280** – Kinesiology or Undergraduate Research Opportunity (1-4 cr.)
- **MOVESCI 380** – Problems in Movement Science (1-3 cr.)
- **MOVESCI 381** – Community Service Learning (1-3 cr.)
- **MOVESCI 382** – Honors Reading (1-3 cr.)
- **MOVESCI 384** – Honors Research (1-3 cr.)
- **MOVESCI 390** – Field Experience in Movement Science (1-8 cr.)
- **MOVESCI 402** – Teaching Experience in Movement Science (1-3 cr.)
- **MOVESCI 403** – Internship (.5-4 cr.)
- **MOVESCI 429** – Laboratory Rotation in Motor Control and Development (1-3 cr.)
- **MOVESCI 439** – Laboratory Rotation in Biomechanics (1-3 cr.)
- **MOVESCI 449** – Laboratory Rotation in Exercise Physiology (1-3 cr.)
- **MOVESCI 464** – Clinical Rotation in IONM 1. *Prerequisites: MOVESCI 363 (B- grade min).* (3 cr.)
- **MOVESCI 466** – Clinical Rotation in IONM II. *Prerequisite: MOVESCI 464 (S grade required)* (3 cr.)
- **MOVESCI 467** – Clinical Rotation in IONM III. *Enforced Prerequisites: MOVESCI 465 and 466 (S grade required)* (3 cr.)

- **MOVESCI 488** – Independent Study (1-3 cr.)
- **MOVESCI 489** – Senior Thesis (2-5 cr.)
- **MOVESCI 490** – Senior Honors Thesis A (1-5 cr.)
- **MOVESCI 491** – Senior Honors Thesis B (1-3 cr.)

### Cognate Elective Courses

A minimum of eleven credit hours of cognate elective courses, outside of Movement Science, are required. At least six of these eleven credit hours must be taken outside of the School of Kinesiology.

The Movement Science department maintains a list of currently approved [Movement Science Cognate Elective Courses](#). If a course does not appear on the list, students need to get approval by completing a [Petition Form](#) (available online or in the Kinesiology Office of Undergraduate Student Affairs). Students are encouraged to choose cognate courses that may fulfill graduate or professional school requirements.

*PLEASE NOTE: This list is subject to change. Refer to the Kinesiology web site for the most up-to-date list, <http://www.kines.umich.edu/student-life/policies-procedures>*

### **+ Additional Note for Movement Science majors previously pursuing Health and Fitness or Athletic Training:**

HF/AT 220 and HF/AT 221 will transfer as general elective credits only. Students will not need to take MOVESCI 231 (Human Musculoskeletal Anatomy Lab); however, students will still need to complete MOVESCI 230, PHYSIOL 201 and ANAT 403.

## **Study Abroad**

Credit from Kinesiology-sponsored and non-Kinesiology-sponsored study abroad programs can be used as general credit toward graduation and to fulfill Distribution requirements. With prior approval by the designated Movement Science faculty member, students can use study abroad credit to fulfill certain Movement Science requirements, including prerequisites, core courses, cognates, independent study, and lecture-based courses. See general policies and procedures for study abroad below.

## **IntraOperative NeuroMonitoring (IONM)**

IntraOperative NeuroMonitoring (IONM) is a growing field that involves the monitoring and mapping of the central and peripheral nervous systems of patients undergoing surgical procedures such as orthopedic spinal correction (scoliosis treatment), cranial neurosurgery, and interventional radiologic procedures. IONM helps improve patient outcome by carefully assessing the functional status of nervous tissue, including spinal column tracts, eloquent brain regions, and peripheral nerves. This neurophysiologic information helps the surgeon perform a safer and sometimes more thorough procedure.

The School of Kinesiology has partnered with the University of Michigan Health System to develop an IONM program within the Movement Science curriculum. The program consists of three lecture-based courses, a lab-based course and three clinical rotations. This curriculum prepares the student through

class-work and hands-on experience for the Certification Exam in Neurophysiologic Intraoperative Monitoring.

### Policies

1. Effective Winter Term 2015, students will need to enroll in Introduction to Surgical Neuromonitoring (**MOVESCI 361**) and complete an application process for acceptance to the IONM program. Introduction to Surgical Neuromonitoring in addition to other selection criteria will be a pre-requisite for acceptance into the IONM program. This application process is currently under development but will at a minimum include factors such as: GPA, performance in **MOVESCI 361**, as well as letters of recommendation and an interview process.

Note: No application process existed/exists for students who began/begin the IONM program before Winter Term 2015.

2. The IONM program is open only to Movement Science majors. Non-Movement Science students may apply if they also apply for and are accepted into the Movement Science major in the School of Kinesiology.
3. All IONM courses must be taken in sequential order with the exception of **MOVESCI 465** and **466**, which are taken concurrently.
4. The following IONM courses can fulfill upper-division Movement Science elective requirements:
  - **MOVESCI 464** – Clinical Rotation in IONM I can fulfill three non lecture-based (independent study) elective credits
  - **MOVESCI 465** – Neuroanesthesia and Advanced Topics in IONM can fulfill three lecture-based elective credits

Beyond **MOVESCI 464** and **465**, IONM students will still need to minimally complete an additional lecture-based MOVESCI course to complete the nine credits of upper-division MOVESCI credits (an additional non-lecture based/independent MOVESCI course will not meet this minimum requirement).

5. **MOVESCI 464** is mandatory and can only be elected in the Spring/Summer term and must be taken between students' first and second years in the IONM program. Students are encouraged to investigate housing options and financial aid considerations as early as possible.
6. The IONM subplan will be added to the student's transcript once the student completes **MOVESCI 361, MOVESCI 362, MOVESCI 363, MOVESCI 464, MOVESCI 645, MOVESCI 466, and MOVESCI 467**.

### IONM Course Requirements

- **MOVESCI 361** – Introduction to Surgical Neuromonitoring. *Advisory Prerequisite: Physics 125 (transfer credit) or 135 or 140 (3 cr.)*
- **MOVESCI 362** – Surgical Neuromonitoring Lab (2 cr.)
- **MOVESCI 363** – Intraoperative Neurophysiological Monitoring. *Prerequisite: MOVESCI 361 and Movesci 362 (B- grade min) (4 cr.)*

- **MOVESCI 464** – Clinical Rotation in IONM I. *Prerequisite: MOVESCI 363 (B- grade min)* (3 cr.)
- **MOVESCI 465** – Neuroanesthesia and Advanced Topics in IONM. *Prerequisite: MOVESCI 320 and 464* (3 cr.)
- **MOVESCI 466** – Clinical Rotation in IONM II. *Prerequisite: MOVESCI 464 (S grade required)* (3 cr.)
- **MOVESCI 467** – Clinical Rotation in IONM III. *Enforced Prerequisites: MOVESCI 465 and 466 (S grade required)* (3 cr.)

For more information, please visit the Kinesiology website:

<http://www.kines.umich.edu/academics/undergraduate-programs/movement-science/intraoperative-neuromonitoring-ionm-program>.

## The Movement Science Honors Program

The Movement Science honors program in Kinesiology offers qualified students advanced coursework and independent research opportunities in exercise physiology, biomechanics, and motor control and development. Students with strong intellectual interests and the commitment to pursue those interests in a rigorous and challenging environment are eligible for the Movement Science honors program.

Honors students are expected to pursue a rigorous and diversified course of study. Students must complete the regular Movement Science curriculum as well as advanced coursework, independent study, and a thesis during the senior year. Students must maintain a 3.5 GPA throughout the program. Each April, a subcommittee of the Movement Science faculty will review each student's academic record and recommend continuation or termination.

For more information, please contact Dr. Susan Brown ([shcb@umich.edu](mailto:shcb@umich.edu)), or complete the application: [http://www.kines.umich.edu/sites/default/files/movesci\\_honors\\_application\\_2015.pdf](http://www.kines.umich.edu/sites/default/files/movesci_honors_application_2015.pdf)

## Movement Science Minor for Dance Majors

Kinesiology offers a minor in Movement Science to Dance majors in the School of Music. The Movement Science minor is a course of study focused on the fundamental aspects of human performance. Upon completion of the minor, students will have a broad understanding of the biological and behavioral aspects of human movement.

A minor in Movement Science requires completion of two core courses, a musculoskeletal anatomy lab, and nine elective credits. All credits are taken in-residence. Students who declare and complete an approved academic minor will receive a notation on their student transcript, but not on their diploma.

## Policies

1. Each student who wishes to complete an approved academic minor must develop an approved plan for the academic minor in consultation with a Movement Science faculty member.
2. After developing a plan for the academic minor, the student works with the Kinesiology Office of Undergraduate Student Affairs to have the academic minor entered on the student's record.
3. An individually designed academic minor is not allowed.
4. Courses in the academic minor must be elected for a grade.

5. Students may not use more than one course to meet the requirements of both a concentration plan and an academic minor.
6. Courses elected to meet the requirements of an academic minor may be part of the student's area distribution plan.
7. A student must earn an overall GPA of at least 2.0 in the academic minor.
8. No course may be used to satisfy the requirements of more than one academic minor.

## Minor Requirements

1. Required Courses. The following courses are required:
  - **MOVESCI 110** – Biological and Behavioral Bases of Human Movement (3 cr.)
  - **AT/PHYSED 310 or AT/HF 220** – Applied Human Anatomy and Physiology (3-4 cr.)
  - **MOVESCI 231 or AT/HF 221 or AT/PHYSED 310** (when lab was included) – a Musculoskeletal Anatomy Lab course
2. Elective courses. A minimum of 9 credit hours are required. At least two of the courses must be Movement Science courses. Any Movement Science course at the 300 or 400 level can be elected except independent study courses. Courses from the following list can also be elected:
  - **AT 115** – Prevention and Care of Athletic Injuries (3 cr.)
  - **MOVESCI 230**– Human Musculoskeletal Anatomy (3 cr.)
  - **MOVESCI/HF 240**– Introduction to Fitness and Health (3 cr.)
  - **MOVESCI/HF 241**– Exercise, Nutrition and Weight Control (3 cr.)
  - **AT 326/PHYSED 326**– Fundamentals of Strength and Conditioning. *Advisory Prerequisite: Anatomy and Physiology course (3 cr.)*
  - **PHYSED 332** – Principles of Motor Behavior. *Prerequisite: AT/PHYSED 310 or AT/HF 220 (3 cr.)*

## Criteria For Cross Campus Transfer Admission for the Movement Science Major

The School of Kinesiology accepts applications for Fall and Winter terms only. Students can apply for their sophomore year or junior year only. Admission is selective and pending space available. Please note that transferring into Kinesiology may require additional time to complete your degree. This depends on the progress you have made toward the MOVESCI degree and additional courses you elect to take outside of the MOVESCI curriculum.

Deadlines: October 1 for Winter Semester  
February 1 for Fall Semester

### Sophomore Level Admission Requirements

***Cumulative GPA of 3.0 and completion of FOUR of the following prerequisite courses:***

- BIOLOGY 171\*: Intro Biology: Ecology and Evolution
- BIOLOGY 172\*: Intro Biology: Molecular, Cellular, and Developmental
- BIOLOGY 173\*: Intro Biology Laboratory
- CHEM 130\*: General Chemistry or higher level Chemistry
- MATH 115\*: Calculus I or higher
- MOVESCI 110: Biological and Behavioral Bases of Human Movement

- PHYSICS 135\*: Physics for the Life Sciences I or PHYSICS 140: General Physics I
- STATS 250: Intro to Statistics and Data Analysis. *STATS 250 will fulfill the MOVESCI 250 requirement if it is taken prior to admission. After admission, students need to take MOVESCI 250.*

### Junior Level Admission Requirements

**Cumulative GPA of 3.0 and completion of ALL of the following prerequisite courses:**

- MATH 115\*: Calculus I or higher
- MOVESCI 110: Biological and Behavioral Bases of Human Movement
- MOVESCI 230, 231: Human Musculoskeletal Anatomy or ANAT 403: Human Anatomy
- PHYSICS 135\*: Physics for the Life Sciences I or PHYSICS 140: General Physics I
- PHYSIOL 201: Human Physiology
- STATS 250: Intro to Statistics and Data Analysis. *STATS 250 will fulfill the MOVESCI 250 requirement if it is taken prior to admission. After admission, students need to take MOVESCI 250.*

**AND**

**Completion of TWO of the following pre-requisite courses:**

- BIOLOGY 171\*: Intro Biology: Ecology and Evolution
- BIOLOGY 172\*: Intro Biology: Molecular, Cellular, and Developmental
- BIOLOGY 173\*: Intro Biology Laboratory
- CHEM 130\*: General Chemistry or higher level Chemistry

*\*or equivalent Advanced Placement (AP) credit*

## Sport Management Major

### Overview

Sport Management (SM) leads to a Kinesiology Bachelor of Arts degree and provides students with outstanding preparation for entry-level professional positions in business and sport industries. During the first and second years (Level One), students must complete a series of required courses and take distribution courses. Overall, Level One students are expected to complete at least 55 credit hours during these two years.

Advancement to Level Two of the program (years three and four) is competitive. Highest consideration will be given to those students who have successfully completed all required courses. Courses taken during years three and four provide students with a strong knowledge base in sport-industry-related management, marketing, finance, economics, law, strategy and organizational behavior. In addition, students will have the opportunity to take advanced courses that focus on specialized issues related to the business of sport. Students are encouraged to apply the knowledge they gained in the classroom through field experiences or internships.

## Requirements

### Level One (years one and two)

During the first two years, students must take the courses listed below. Students are expected to complete a minimum of 55 credit hours over this two-year period.

***Election of these courses does not guarantee or presume advancement to Level Two of the Sport Management program.***

### Level One Required Courses Outside Kinesiology

- **PSYCH 111** (SS) or **PSYCH 112** (NS) - Introduction to Psychology (4 cr.)
- **FYWR** or **ENGLISH 125** - Writing and Academic Inquiry– *must earn a C or better* (4 cr.)
- **STATS 250** (NS) or **SOC 210** (NS) - Introduction to Statistics and Data Analysis (4 cr.)
- **ECON 101** (SS) - Principles of Economics I (Micro) (4 cr.) - *should be completed by Fall of sophomore year for full Level Two admission consideration. ECON departmental credit received from AP exams will not fulfill this requirement.*
- [**\*ECON 102** (SS) - Principles of Economics II (Macro) (4 cr.)] – *\*Course is recommended for all students, but is not required except in the following case: for full Level Two admission consideration, Econ 102 must be elected at U-M Ann Arbor by all students who did not take Econ 101 on campus at U-M Ann Arbor.*

### Level One Required Courses Within Kinesiology

- **SM 101** (HU) - Public and Small Group Communication (3 cr.)
- **SM 111** - Historical and Sociological Bases of Human Movement (3 cr.)
- **SM 203** – Introduction to Sport Management (3 cr.)
- **SM 217** (HU) – Business Communications (3 cr.)
- **SM 249** (NS) - Research Methods for the Sport Industry. *Advisory prerequisite of STATS 250.* (4 cr.)

### Level Two (Years Three and Four)

Level Two classes (required and elective) cannot be substituted with courses from other U-M units and/or US colleges/universities unless by announcement from the Sport Management faculty. The standing exception to this is SM 346, a requirement for which students can elect MKT 300 through the Ross School of Business instead, if desired. Students with unsatisfactory academic performance in Level Two courses may be placed on probation or withdrawn from the program.

### Level Two Required Courses Outside Kinesiology

- **ACC 300** (NS) or **ACC 471** (NS)- Principles of Accounting (3 cr.) (*471 requires junior standing*)

### Level Two Required Courses Within Kinesiology

- **SM 331** - Economics of Sport (3 cr.)
- **SM 332** - Organizational Behavior of Sport Organizations (3 cr.)
- **SM/HF 333** - Legal Aspects of Sport Administration (3 cr.)
- **SM 341** - Sport Finance (3 cr.)
- **SM 342** - Strategy of Sport Organizations (3 cr.)
- **SM 346** - Principles of Marketing (3 cr.)
- **SM/HF 434** - Sport Ethics (3 cr.)
- **SM 444** - Sales Management for the Sport Industry – *SM 346 is an enforced prerequisite* (3 cr.)

## Sport Management Elective Courses

(Minimum of 21 credits total required)

- **SM 313**– Varies by semester (1-3 cr.)
- **\*SM 402**– Teaching Experience (1-2 cr.)
- **\*SM 403**– Internship (0.5-3 cr.)
- **SM 421**– Gender and Sport (3 cr.)
- **SM 431**– Sport and the Media (3 cr.)
- **SM 432**– Human Resource Management in Sport (3 cr.)
- **SM 433**– Sport and Public Policy (3 cr.)
- **SM 435**– Sport and the Consumer (3 cr.)
- **SM 436**– Race Relations, Cultural Images, and Sport (3 cr.)
- **SM/HF 437**– Psychological Aspects of Sport and Exercise (3 cr.)
- **SM 438**– Sport Economics Policy (3 cr.)
- **SM 439**– Sponsorship-Linked Marketing (3 cr.)
- **SM 440**– Sports, Economic Development, Urban Revitalization (3 cr.)
- **SM 446**– Brand Strategy and Advertising Campaigns (SM 346 is an enforced prerequisite) (3 cr.)
- **\*SM 470**– Independent Study (1-3 cr.)

*\* The following information applies to independent and experiential learning courses.*

1. *Independent and experiential learning experiences (including UC/SM 280, SM 290, SM 402, SM 403, SM 470, and SM 480) may only be elected up to a maximum of 10 credit hours toward the degree.*
2. *SM/UC 280 and SM 290 may not be counted as SM upper-level electives, but will be counted within the 10 maximum credits allowed in the Independent/Experiential Learning category.*
3. *SM 402 can only be taken twice with a maximum of 2 credits each time.*
4. *Each independent/experiential learning experience must be a unique experience; though a specific course number may be elected multiple times, each election must represent a different experience (new responsibilities in a Teaching Assistant role, new internship site, etc.).*

## Study Abroad Courses

Credit from Kinesiology-sponsored and non-Kinesiology-sponsored study abroad programs can be used as general credit toward graduation and to fulfill Distribution requirements. With prior approval by the designated SM faculty member, students can use study abroad credit to fulfill SM requirements as follows: **Kinesiology-sponsored program** courses can substitute for SM required or elective credit; a **non-Kinesiology-sponsored program** course or internship can substitute for SM 403, elective courses, or distribution credit; **non-Kinesiology-sponsored program** courses taken during the spring or summer can substitute for SM elective credit. See general policies and procedures for study abroad below.

## University Distribution Courses

Students must complete the Distribution requirements of a minimum of 12 credits in Humanities, 11 credits in Natural Science/Quantitative Reasoning and 12 credits in Social Science. These requirements must be met by graduation and are often completed prior to a student beginning Level Two, but completion is not required prior to applying to Level Two. To see which required courses count toward distribution in addition to satisfying program requirements, students should refer to the Sport

Management record sheet, found on the Policies and Procedures page of the Kinesiology website: <http://www.kines.umich.edu/student-life/policies-procedures>. (Linked form will be updated after Bulletin publication.) For further general distribution information, visit the Appendix of this Bulletin.

## **Elective Courses**

In addition to the Sport Management required courses, Sport Management electives, Distribution courses, and prerequisite courses, students should select other elective courses to reach the total 120 credit hours needed to graduate. Students can consider taking courses that interest them or that will contribute to their professional development and growth. These courses could be taken within the School of Kinesiology or in other U-M schools/colleges.

## **Advancement to Level Two in Sport Management**

Advancement to Level Two of Sport Management is limited, to assure a high quality educational experience for accepted students. The application is open to students who will have junior standing (at least 55 credits; generally no more than 75) by Fall term of their third year, including all prerequisite courses. Students should also achieve at least a 3.0 cumulative GPA in their first two years. Those who are below this cumulative GPA should submit a statement, detailed in the application guidelines, along with their application.

The application is available through the School of Kinesiology's Office of Undergraduate Student Affairs or online at [http://www.kines.umich.edu/sites/default/files/SM\\_Level\\_2\\_Application\\_2014-2015.pdf](http://www.kines.umich.edu/sites/default/files/SM_Level_2_Application_2014-2015.pdf). Applications are accepted for Fall or Winter semesters only. Please note that admission for Winter term is limited and based upon available spaces. The deadlines are October 1st for the following Winter term start, and February 1st for the upcoming Fall term start. Applications should be submitted to the OUSA Reception Desk, located on the garden level of 555 S. Forest St., prior to 5 p.m. Should these dates fall on the weekend, applications should be submitted by 5 p.m. on the Friday leading up to the date. Review of applications will be completed by the Admissions Committee and decisions will be communicated to students on or near the following dates: November 15 for applications submitted by the October 1st deadline and March 15 for applications submitted by the February 1st deadline.

## **Sport Management and Ross School of Business Dual Degree Option**

Students in Kinesiology or the Ross School of Business have the option of applying for admission to both Level Two of Sport Management and the BBA program, and completing dual degree requirements. Those who elect the dual-degree option with Sport Management and the BBA must be admitted to Level Two of Sport Management as well as admitted to the BBA program. Students interested in pursuing the BBA program at the Ross School of Business should attend an informational session offered at the School of Business. Times and dates can be found through the Ross School of Business website. Students admitted to the dual degree will complete all of the Ross BBA requirements, as well as 52 credits of Sport Management courses.

## **Level One Required Courses for Dual Sport Management/BBA Students**

- **PSYCH 111 (SS) or PSYCH 112 (NS)** - Introduction to Psychology (4 cr.)

- **FYWR or ENGLISH 125** - Writing and Academic Inquiry– *must earn a C or better (4 cr.) - also required for BBA program*
- **ECON 101 (SS)** - Principles of Economics - *also required for BBA program*
- **SM 111** - Historical and Sociological Bases of Human Movement (3 cr.)
- **SM 203** – Introduction to Sport Management (3 cr.)
- **SM 249 (NS)** - Research Methods for the Sport Industry (4 cr.)

### **Level Two Required Courses for Dual Sport Management/BBA Students**

- **SM 331** - Economics of Sport (3 cr.)
- **SM 332** - Organizational Behavior of Sport Organizations (3 cr.)
- **SM/HF 333** - Legal Aspects of Sport Administration (3 cr.)
- **SM 341** - Sport Finance (3 cr.)
- **SM 342** - Strategy of Sport Organizations (3 cr.)
- **SM/HF 434** - Sport Ethics (3 cr.)
- **SM 444** - Sales Management for the Sport Industry – *SM 346 OR MKT 300 is an enforced prerequisite (3 cr.)*

### **Level Two Elective Courses for Dual Sport Management/BBA Students**

**(Minimum of 21 credits total required)**

- **SM 313**– Varies by semester (1-3 cr.)
- **\*SM 402**– Teaching Experience (1-2 cr.)
- **\*SM 403**– Internship (0.5-3 cr.)
- **SM 421**- Gender and Sport (3 cr.)
- **SM 431**– Sport and the Media (3 cr.)
- **SM 432**– Human Resource Management in Sport (3 cr.)
- **SM 433**– Sport and Public Policy (3 cr.)
- **SM 435**– Sport and the Consumer (3 cr.)
- **SM 436**– Race Relations, Cultural Images, and Sport (3 cr.)
- **SM/HF 437**– Psychological Aspects of Sport and Exercise (3 cr.)
- **SM 438**– Sport Economics Policy (3 cr.)
- **SM 439**– Sponsorship-Linked Marketing (3 cr.)
- **SM 440**- Sports, Economic Development, Urban Revitalization (3 cr.)
- **SM 446**– Brand Strategy and Advertising Campaigns (SM 346 is an enforced prerequisite) (3 cr.)
- **\*SM 470**– Independent Study (1-3 cr.)

**\* The following information applies to independent and experiential learning courses.**

1. *Independent and experiential learning experiences (including UC/SM 280, SM 290, SM 402, SM 403, SM 470, and SM 480) may only be elected up to a maximum of 10 credit hours toward the degree.*
2. *SM/UC 280 and SM 290 may not be counted as SM upper-level electives, but will be counted within the 10 maximum credits allowed in the Independent/Experiential Learning category.*
3. *SM 402 can only be taken twice with a maximum of 2 credits each time.*
4. *Each independent/experiential learning experience must be a unique experience; though a specific course number may be elected multiple times, each election must represent a different experience (new responsibilities in a Teaching Assistant role, new internship site, etc.).*

## Application Processes

Current U-M students generally apply to the BBA program during the second semester of their first year at Michigan. Admission requirements and deadlines for the Ross School of Business can be found at <http://www.bus.umich.edu/Admissions/UndergraduatePrograms/Admissions/>. Students apply to Level Two of the Sport Management program once they have completed or are in progress of the prerequisite courses listed above (typically second term of the sophomore year) under the section “Level One Required Courses for Dual Sport Management/BBA Students”.

Once students have gained admittance to both the BBA program and Level Two of Sport Management, they must complete the MDDP Form either through the Ross School of Business or through the School of Kinesiology, found here:

[http://www.kines.umich.edu/sites/default/files/multiple\\_dependent\\_degree\\_program\\_2011.pdf](http://www.kines.umich.edu/sites/default/files/multiple_dependent_degree_program_2011.pdf), to be jointly enrolled in both schools. The MDDP Form will be completed with whichever of the two schools the student selects to be his or her “home school.” For more information about this process or about choosing a home school, students should consult with a Kinesiology advisor and/or an advisor in the Ross School of Business.

## Dual Degrees

Students with interest in more than one program offered by the School of Kinesiology may do so concurrently if they plan the course elections carefully and confer with their academic advisors regularly.

### Multiple Dependent Degree Program (MDDP)

Students may choose to pursue a Kinesiology undergraduate degree and a second undergraduate degree from another U-M college/school such as the College of Literature, Science and the Arts, the Ross School of Business (*Sport Management majors only*), School of Music, Theatre & Dance or the School of Art and Design. Students must meet the degree requirements of both schools, must earn a minimum of 150 (as opposed to 120 credits), and must be admitted to both units and programs.

Students should identify dual degree interest as early as possible. Although the basic requirements are summarized below, students should consult academic advisors associated with the various programs. For programs that require a second level application (Sport Management and Athletic Training), dual degrees will only be approved once the student is admitted to the second level of the program.

Dual degree requests are formally submitted in writing and require the approval (signatures) of each program/concentration advisor and the Associate Dean (or designated representative) for each school/college. Students should provide a copy of their Academic Records (unofficial transcript) and discuss the rationale for pursuing two degrees when meeting with their advisors. Return a completed [MDDP form](#) to the Office of Undergraduate Student Affairs located at 555 S. Forest Ave. For students intending to pursue the dual degree between Sport Management and the Ross School of Business, please refer to the Sport Management section of this Bulletin for more information.

A student may also be interested in a joint degree program with the College of Literature, Science, and the Arts. A minimum of 30 credits must have been completed on the Ann Arbor campus before a student may apply for an individualized joint degree program with the College of LS&A, and the cumulative grade point average for work completed on the Ann Arbor campus must be 3.0 or better. The Assistant Dean for Academic Programs and Director of Undergraduate Student Affairs must approve any exception to these requirements.

Additional requirements and application procedures may apply depending on the agreement between the other school or college and Kinesiology. Students should speak to their academic advisor in the Office of Undergraduate Student Affairs if interested in obtaining a MDDP and bring the signed [MDDP form](#) to that meeting.

## Second Bachelor's Degree

Individuals with a bachelor's degree who want to earn a second degree must obtain permission from the Office of Undergraduate Admissions. Normally, at least two calendar years must transpire between the awarding of the first bachelor degree and the beginning of the second bachelor degree program. Applicants must pursue an academic program significantly different from that of the first bachelor's degree. More information can be found on the Undergraduate Admissions [website](#). For graduates of schools and colleges on the Ann Arbor campus, the two bachelor degrees should be different (for example, not two Bachelor of Arts or two Bachelor of Science degrees.)

Applicants who already have a degree in the School of Kinesiology must earn at least 30 credits in residence in Kinesiology beyond the credits required for the first degree, with at least 15 in the new field of concentration.

Graduates of another U-M, Ann Arbor unit must earn at least 30 credits while registered in Kinesiology. To be considered for admission to a second bachelor degree program, all applicants who have a bachelor's degree from the Ann Arbor campus of the University of Michigan must have a 2.0 minimum grade point average.

Applicants whose first degree comes from any other institution (including U-M—Dearborn and U-M—Flint) will be required to complete at least 60 credits in residence at the Ann Arbor campus. The student must be registered in Kinesiology for at least 30 credits. To be considered for admission to a second bachelor degree program, applicants must have the same minimum grade point average as the unit requires for students who transfer from other institutions. Total credit hours will be determined on a case-by-case basis.

## Academic Policy

### Course Load

**Full time** undergraduate students, for tuition purposes, are defined as 12-18 credit hours during a full term. **Full term:** refers to the Fall, Winter or Spring-Summer term. In a half term (Spring or Summer

term), full-time status requires 6-9 credit hours. “Full time” should not be confused with “Full term.” Students who wish to exceed 18 credits (full term) or 9 credits (half term) must obtain special approval from the Kinesiology Office of Undergraduate Student Affairs.

Students typically complete their degree program in 8-10 regular (Fall and Winter) terms of full-time study. Since the considerations for determining academic loads and degree progress are often complex and personal, students are encouraged to discuss elections with an advisor each term.

## Degree Progress and the Official Senior Audit

Students are encouraged to meet periodically with an academic advisor to review their progress toward graduation. Students may track their own degree progress by using the “My Academic Requirements” Report option in the “Student Business/Student Service” section of Wolverine Access under “Degree Progress/Graduation” found at the bottom right corner of the screen; however, it is important to note that this online report is considered an unofficial progress report, and should never be considered a substitute for a visit with an advisor.

Students will receive an official Senior Audit Letter from the School of Kinesiology only after they have completed **both** of these steps: 1) They must have reached at least 85 total credits; **and** 2) They must have applied to graduate through Wolverine Access. **Ideally, students will complete this process early in the term preceding the one in which they expect to graduate, so they will have an Official Senior Audit Letter prior to registering for their final term.**

## Class Standing/Academic Level

The number of credits earned toward a degree determines class standing:

- Freshman: fewer than 25 credits
- Sophomore: 25 through 54 credits
- Junior: 55 through 84 credits
- Senior: 85 credits or more

## Academic Minors

Students wishing to complete an academic minor through another school or college should consult with an academic advisor within that school or department, as well as scheduling an appointment with a Kinesiology advisor to discuss how the minor will fit within the major curriculum. Kinesiology students are eligible to pursue minors through the College of Literature, Science & the Arts, a listing of which can be found using the search tool at the LSA website:

<http://www.lsa.umich.edu/students/academicsrequirements/majorsminors>.

Students who are interested in the Business Minor through the Ross School of Business should seek information directly from the Ross School of Business about applicant competitiveness and the application process. Information can be found through attending an informational session on the Business Minor, and through the Ross School of Business website:

<http://www.bus.umich.edu/Admissions/UndergraduatePrograms/Admissions/Minor-in-Business.htm>

Additionally, the College of Engineering offers another minor option for students, called the Multidisciplinary Design Minor. This program focuses on collaborative engineering and design projects. Interested students should seek information directly from the College of Engineering, and visit the minor website at <http://mdp.engin.umich.edu/academics/mdminordetails/>.

For all minors, only one course may be shared in common between requirements for the major and requirements for the minor. Courses taken for distribution credit, unless also being used for a program/major requirement (as in the case for Econ 101 for Sport Management, or Psych 111 for Movement Science, etc.), do not count as a requirement for the major and thus courses may be shared between distribution requirements and minor requirements. Additionally, in the Movement Science curriculum, Movement Science cognates are considered electives, not major requirements. Students who have declared a minor may use courses to count toward both Movement Science cognates and their minor, provided that each cognate course is not also being used toward a Movement Science required class.

## First Day No Show Procedure

At the beginning of each semester, faculty may give away a student's place in a course if the student does not attend the first two meetings of the course.

## Adding and Dropping Courses

The School of Kinesiology expects to students finalize their academic schedules within the first three weeks of a term (first two weeks of a half-term) and to discuss schedule changes with a Kinesiology academic advisor. Later changes may be made according to the following policies.

### **Weeks one through three of a full (Fall, Winter, Spring-Summer) term;**

### **Weeks one through two of a half (Spring or Summer) term**

Students are able to make drop/add changes without advisor approval when these changes result in an academic schedule of 18 credits or less during a term (9 credits in a half-term). **Courses dropped in the first three weeks of a full term (first two weeks of a half term) do not appear on the academic record.** (continued on the next page)

### **Weeks four through nine of a full term (weeks three through four and a half of a half-term)**

Students requesting changes must, in the following order:

1. Complete a Kinesiology Late Drop Petition and/or Request for Late Add form, which requires the signature of the instructor(s) and "Last Date of Participation" information
2. Meet with a Kinesiology Academic Advisor
3. Schedule an appointment or email their advisor to find out when they are available and submit the petition form to their Kinesiology Advisor for approval and signature.

All courses officially dropped during this time period appear on the transcript with a "W" notation, indicating withdrawal. First term freshmen may petition a late drop to be expunged. If the petition is approved, the "W" is expunged from the official transcript after the term is completed. The "W" indicates that the student dropped a course after the third week of a term (second week of a half-term) and that the School accepted and approved the reason(s) for the drop. Instructors are required to

record a student's level of participation in a class or the date a student last participated in a class for the University's various failing grades and the administrative grade "NR." Participation is defined not by the quantity or quality of participation, more importantly by the student's last participation. For example, a student never attends class, but takes the final exam, the Level of Participation is "Fully Participated."

Any course dropped without permission will be recorded as an Unofficial Drop (noted on the transcript as ED), and is figured into the term and cumulative grade point average as an E.

### **Week ten through the last day of classes of a term (end of week four through the last day of classes for a half-term)**

Dropping a course after the ninth week can only occur as the result of the most serious circumstances. Fear of failing the course is not considered a valid reason for dropping a course during this period. Students must schedule an appointment with a Kinesiology advisor to discuss the possibility of dropping a course. If the reason is determined to be valid, the student must complete the Late Drop Petition form which requires the instructor's signature, last day of student participation in the class, and return it to their advisor for final approval by the Director of Undergraduate Student Affairs. All courses officially dropped during this time period appear on the transcript with a "W" notation, indicating withdrawal.

(Continued on the next page...)

### **Mini Courses**

"W" may differ for mini-courses. Check the LSA Course Guide for specific deadlines for individual courses. Students should refer to the Department personnel if this information is not immediately listed in LSA Course Guide at the beginning of the term.

### **WHAT SHOULD I CONSIDER WHEN DROPPING A COURSE?**

- Are you dropping below 12 credits? Will this impact your financial aid? Health or auto insurance? Dropping a course may affect your current financial aid or impact on your future financial aid eligibility. You may want to contact the Financial Aid Office (734.763.6600).
  - Your tuition charges are not affected by a late drop.
  - You should discuss your standing in the course with your instructor before dropping.
- (continued on the next page)

- International students who wish to drop below 12 credits should contact the International Center concerning the impact on your I-20 Visa status.
- Athletes who wish to drop below 12 credits should contact the Athletic Department concerning the impact on eligibility.
- Is this your first term in Kinesiology?
- Are you currently on probation?
- Is the course a prerequisite or requirement for your proposed concentration or pre-professional program?
- Have you dropped a course after the first three weeks of the term before?

## Term Withdrawal

Prior to the first day of the term (check the [Academic Calendar](#) for dates), students can disenroll from the term - drop all courses with no record and cancel term tuition and fees.

Once the term has begun, students must contact their advisor in the Office of Undergraduate Student Affairs to discuss the drop and complete the necessary paperwork and signatures. Students are not able to complete a term withdraw online.

Dropping all classes for one semester is designated a Term Withdrawal. Students who register and subsequently withdraw from all classes after the term begins will be responsible for the registration/disenrollment fee regardless of their class attendance.

Students may withdraw completely from the University at any time during the term up until the last day of classes. An instructor signature and student's last day of participation is required before an advisor in the Office of Undergraduate Student Affairs can approve.

**Participation.** Participation includes any contact between the instructor and student relevant to the course – including class attendance, participation in a discussion in CTools, a paper, an examination, written and verbal conversation between the instructor and student about the course. It is important to note that participation for these purposes is defined not by the quantity or quality of participation, but by the student's last participation. For example, a student never attends class, but takes the final exam, the Level of Participation is "Fully Participated."

**Why are dates needed when students fail a class or do not begin attendance in a class from which they did not officially withdraw?** The University disburses financial aid prior to the beginning of classes based on the number of credits for which the student registered. The amount of aid paid to a student is based on enrollment status (full time, half time, etc.) The U.S. Department of Education assumes all failing grades were awarded because the student did not attend the class or stopped attending at some point during the semester. If that enrollment status (at time of disbursement) is proven to be incorrect, the student's aid must be adjusted. The U.S. Department of Education holds all schools responsible for proving that students began attendance in all classes and that the failing grade was an "earned" grade. At universities where attendance taking is not required, the Office of Financial Aid (OFA) is required to confirm:

1. The student began attendance in all classes
2. The student began attendance but unofficially withdrew at some point in the semester
3. If the student failed the class that the student was enrolled through the end of the semester

## Senior Residency Requirement

Transfer credit is defined as out-of-residence. At least 24 of a Kinesiology student's final 30 credits toward graduation must be completed in residence on the Ann Arbor campus, or through Kinesiology or UM-Ann Arbor-sponsored study abroad. See below for guidelines about transferring credit.

## Independent Study

Independent study options differ among the four degree programs, students should be sure to consult their degree requirements and faculty mentor for specific information. Students wishing to participate in an independent study course must complete the Kinesiology Independent Study Contract including required signatures. The form is available in the Office of Undergraduate Student Affairs or on the website [http://www.kines.umich.edu/sites/default/files/independent\\_study\\_contract\\_2015.pdf](http://www.kines.umich.edu/sites/default/files/independent_study_contract_2015.pdf). Independent study course credit hours vary. See your faculty mentor for more information.

## Internships

An internship is a real-world learning experience in which the student, School of Kinesiology, and site supervisor establish and agree upon learning goals toward which the student progresses during the course of the internship. The primary purpose of an internship is to give the student the opportunity to apply theory in a real work setting and to develop skills essential to that setting. In addition, it may help the student review and revise career or study plans or find his/her first professional position. Eligible internships may be completed for credit in conjunction with academic requirements established by the Kinesiology faculty and curriculum. See Internship Guidelines (SM 403, MOVESCI 403, or HF 403) located at <http://www.kines.umich.edu/student-life/policies-procedures> for more information. Approval is not guaranteed and is at the discretion of the Internship Coordinator. Approval must occur prior to beginning work hours with the internship site or no credit will be awarded.

## Field Experience

A field experience is a real-world learning experience that helps a student review and revise career or study plans. Kinesiology Field Experience courses include MOVESCI 390 or SM 290. Field Experience options and requirements differ among the degree programs. Movement Science students should consult their faculty mentor for specific information. Sport Management students should see the Field Experience Guidelines located at [http://www.kines.umich.edu/sites/default/files/SM\\_290\\_Level\\_1\\_Field\\_Experience\\_Guidelines\\_2013.pdf](http://www.kines.umich.edu/sites/default/files/SM_290_Level_1_Field_Experience_Guidelines_2013.pdf) for more information.

## Study Abroad

Kinesiology students participate in international opportunities ranging from short-term summer experiences, such as internships and volunteer service, to full semesters abroad at Kinesiology's partner universities in Ireland, England and Australia. With early planning all students should be able to have an international experience without delaying graduation.

As early as possible, students should meet with the Global Engagement Coordinator, 555 S. Forest, to explore UM and non-UM options and to learn how study abroad can fit into their academic and financial plan. M-Compass is the primary resource to explore Kinesiology and other UM-sponsored programs and scholarships. Global Michigan provides information about international engagement campus-wide, as well as important information to help travelers stay safe and healthy. The International Center's Education Abroad Office provides assistance in finding UM and non-UM study abroad, internship and volunteer service opportunities.

Credit from Kinesiology-sponsored and non-Kinesiology-sponsored study abroad programs can be used as general credit toward graduation, distribution credit and to fulfill certain major requirements. Students should consult the appropriate section of this Bulletin for study abroad policies specific to each major. Prior to departure students will pre-approve courses by completing the steps described in the Kinesiology Study Abroad Course Approval Form in consultation with the Global Engagement Coordinator and a designated faculty advisor.

After completion of a study abroad program, students must have a copy of their final official transcript sent to the Office of Undergraduate Student Affairs, School of Kinesiology, Garden Level, 555 S. Forest, Ann Arbor, MI, 48104. With few exceptions, study abroad credit is awarded as transfer credit, the policies for which are described below. Note: Students who wish to study abroad during their senior year can petition to waive the Senior Residency Requirement described above.

## Transfer Credit

### Incoming Students

Students transferring from another college or university to the U-M School of Kinesiology are permitted to transfer up to 70 hours from a four-year school and up to 60 hours from a two-year school or 62 credits from a two-year school with an associate's degree.

Effective Spring 2014, Kinesiology will accept community college credits toward the 120-credit requirement after the student has already completed 60 credits, if the student was **enrolled in the community college course as of Spring 2014, or later**. Kinesiology will not allow students who took the course prior to Spring 2014 and who had >60 credits at the time they took the community college course, to count toward their 120 credits, regardless of when they send their transfer transcript to U-M.

Appropriate transfer credits earned at accredited institutions will be accepted by Kinesiology provided a grade of "C" (2.000) or higher has been earned in the course(s) to be transferred. Grades and grade point averages do not transfer (with the exception of transfer credit from U-M Flint and U-M Dearborn), and do not appear on the Kinesiology transcript.

Up to 70 credits may be transferred from the Flint and Dearborn campuses of the University of Michigan. Courses completed at these campuses are defined as out-of-residence credit (effective September 1, 1976), even though they carry Michigan Honor Points.

Students transferring from another institution should consult the information available in this Bulletin and from the Office of Admissions to carefully plan their academic programs. The Office of Undergraduate Admissions maintains an interactive database of transferable courses located at [http://www.ugadmiss.umich.edu/TCE/Public/CT\\_TCESearch.aspx](http://www.ugadmiss.umich.edu/TCE/Public/CT_TCESearch.aspx). Another helpful website explains U-M transfer credit <http://admissions.umich.edu/apply/transfer-students/transfer-credit>. To determine if Kinesiology courses transfer to U-M, admitted students should bring a copy of the course descriptions and syllabi (if possible) to transfer orientation. U-M Kinesiology faculty will review the materials to determine transferability and will contact student at a later date with the final decision.

## Currently Enrolled Students

Students interested in electing out-of-residence credit should first consult the Office of Undergraduate Admissions' interactive database of transferable courses located at [http://www.ugadmiss.umich.edu/TCE/Public/CT\\_TCESearch.aspx](http://www.ugadmiss.umich.edu/TCE/Public/CT_TCESearch.aspx) to see if the course has already been approved to transfer. At least 60 of the 120 credits required for a degree must be earned in residence. Residence credit is granted for courses elected on the Ann Arbor campus or at off-campus sites directed by Ann Arbor faculty present on the site.

Students who wish to take a course not listed on the equivalency tables may have that course evaluated by the Office of Undergraduate Admissions for transfer credit. If the elected out-of-residence course is a Kinesiology course, students must complete a program [petition](#). Kinesiology faculty will determine if the course is transferable.

Students may also petition to request the expunging of transfer credits not needed for their degree.

Appropriate transfer credits earned at accredited institutions will be accepted by Kinesiology provided that a grade of "C" (2.000) or higher has been earned in the course(s) to be transferred. Grades and grade point averages do not transfer with the exception of U-M Flint and U-M Dearborn, and do not appear on the Kinesiology transcript.

Up to 70 credits may be transferred from the Flint and Dearborn campuses of the University of Michigan. Courses completed at these campuses are defined as *out-of-residence* credit (effective September 1, 1976), even though they carry Michigan Honor Points. Seniors planning to elect credits out of residency, need to review the Senior Residency rules in this Bulletin.

Credit cannot be transferred from another school if that credit is also being counted toward another baccalaureate or graduate or professional degree.

Credit will be posted to the U-M transcript, once an official transcript of the completed transfer work is sent to:

The Office of Undergraduate Admissions  
300 Student Activities Building  
515 East Jefferson Street  
University of Michigan  
Ann Arbor, MI 48109-1316

Kinesiology students who elect courses with duplicate Advanced Placement or transfer credit, will receive degree credit and honor points (for graded courses) for the Kinesiology election, while credit for the duplicated Advanced Placement or transfer courses will be deducted. The only exceptions to this policy are courses transferred from another school or college on the Ann Arbor campus of the University of Michigan or from UM-Flint or UM-Dearborn. In these cases, courses elected in Kinesiology which duplicate the transfer courses are posted on the academic record as "repetitions" or "not for credit" elections. The original course elections continue to appear on the academic record for degree credit, and grades earned in these courses continue to be computed in the grade point average. Students

electing University of Michigan courses via transfer credit, that are prior to those in a course sequence for credits already awarded, will have the transferred credits deducted and the credits and honor points earned by the elections will stand. This could mean losing credit for several courses while retaining credit for only one (for example, transfer credit for one or more terms of foreign language can be deducted because of subsequently completing the first term of that language at the University of Michigan).

## Dual Enrollment Credit

The following policy applies to students who matriculated to U-M in Spring 2013, or later. High school students who dually enrolled for courses at accredited institutions of higher education, may receive credit for work taken at these institutions for courses that have been recognized for transfer to the University of Michigan, in accordance with the University's transfer credit policy (see information above under 'Transfer Credit').

To receive transfer credit for dual enrollment, courses taken at other post-secondary institutions (colleges or universities) must meet all of the following conditions:

- The courses must be taken from an accredited institution (US or abroad)
- Credit is only granted for transferable courses in which a grade of "C" or better is earned; credit will not transfer for grades of "C-" or lower
- Courses must be taken at the college or university (distance learning and internet-based courses will be evaluated to determine acceptability on a case by case basis)
- Only the credit from courses will transfer; grades from courses do not transfer (except from U-M Dearborn and U-M Flint)

Please note that transfer credit will not be granted in the following scenarios:

- When the course is taught with only high school students in the class
- Internship, co-op, practicum, or life experience credit

If you took courses at a post-secondary institution prior to completing your high school or secondary-level program and would like to receive the credit, you should have a transcript sent directly to the address below by mid-June prior to the start of your first year at U-M. The Office of Undergraduate Admissions will then send you a form which needs to be completed by the post-secondary institution you attended. It is your responsibility to take/forward this form to the Office of the Registrar at the college you attended.

Office of Undergraduate Admissions  
University of Michigan  
300 Student Activities Building  
515 E. Jefferson St.  
Ann Arbor, MI 48109-1316

## Advanced Placement Credit

Students may receive credit for Advanced Placement exams they complete in high school. Policies governing AP credits vary from department to department. Depending on the department, a minimum score of 3, 4, or 5 may be required, while in other cases students may need to take an additional course or meet with a concentration advisor in order to receive credit. As a result, it is essential that students discuss AP credits with an academic advisor while at Orientation.

For School of Kinesiology - hours are awarded according to LSA Guidelines. Please refer to the AP guidelines at the following link: <http://admissions.umich.edu/apply/freshmen-applicants/ap-ib-credit#LSA>.

Standards for the award of credit are available from the University's Undergraduate Admissions Office (<http://admissions.umich.edu>). Kinesiology follows LSA's guidelines and minimum exam scores when awarding Advanced Placement credit. Advanced Placement credit may satisfy prerequisite requirements and distribution requirements in the School of Kinesiology. Details should be discussed with an academic advisor in the Office of Undergraduate Student Affairs in Kinesiology.

If you have not had your AP scores sent to the UM, go to the College Board AP Exam Grades web site: <https://apscore.collegeboard.org/scores> and click on "Grade Reporting Services" or call (888) 225-5427.

## Pass/Fail Option

A pass/fail grading option is offered to encourage students to explore academic disciplines and courses outside of Kinesiology. Courses may be elected on a pass/fail basis under the following guidelines:

1. **Kinesiology courses** and courses required for Kinesiology degree programs **may not** be elected as pass/fail.
2. A maximum of four courses outside of Kinesiology, and not specifically required for the major, may be elected on a pass/fail basis. *No more than one course per term may be elected as pass/fail.* This does not include courses that are mandatory credit/no credit or satisfactory/unsatisfactory.
3. A change in grading pattern is not permitted after the first three weeks of a full term (first two weeks of a half term). Grading pattern choices must be modified by the student through the registration system in Wolverine Access. Petitions requesting a change of pass/fail to a letter grade or vice versa, after the first three weeks of the term, may be considered only in compelling circumstances and should be submitted to the Office of Undergraduate Student Affairs.
4. The course(s) elected pass/fail will carry graduation credit but no honor points. Therefore, "Pass" (or Credit) grades do not enter into the computation of the term or cumulative grade point averages.
5. Instructors will report grades as usual, A + through E. The Office of the Registrar will then translate the grades as follows:
  - A grade of A+ through C- shall be entered on the transcript as P (pass – for credit).
  - A grade of D+ or lower shall be entered on the transcript as F (fail – no credit).

## Program Petition for Substitutions and Waivers

Students may petition or appeal undergraduate program policies by completing a [Program Petition Form](#). The Petition form and all supporting documentation should be submitted to the Office of Undergraduate Student Affairs (OUSA). The OUSA welcomes hearing from students and will assist with concerns or problems that arise regarding the petition process.

Please Note: It is very important that students articulate clearly which policy they wish to petition, and explain in detail how they have or propose to fulfill related requirements differently. For example, if a student requests for one course to substitute and fulfill the requirement of another course, the petition request needs to clearly state both the course name and number (be sure to clearly highlight from the University of Michigan transcript, or a transcript from another university if the course is to be taken at a future date) the student wishes to use as substitution for requirement and the course name and number for which the student wishes to receive credit.

If a student wishes to appeal a negative decision about a petition, the student may request the Director of Undergraduate Student Affairs take the petition to:

1. The curricular appointee for exceptions to the content of the major
2. The Curriculum and Instruction Committee for exceptions for all other issues.

## Student Records

The Office of Undergraduate Student Affairs maintains admissions and advising files in accordance with The Family Education Rights and Privacy Act of 1974. Students who wish to review their advising files may do so by scheduling an appointment with an OUSA staff member. Students have the right to examine and request duplicate copies of all materials in their own academic files and may also add clarifying notes and other materials to their advising files at any time. The official University of Michigan policy on student rights and student records can be found at <http://www.ro.umich.edu/ferpa/>. Requests to review records must be made in writing to the responsible official of each office that maintains the records.

## Grading System

Kinesiology uses this grading system:

<u>Grade</u>	<u>Honor Points</u>	<u>Grade</u>	<u>Honor Points</u>
A+	4.0	C+	2.3
A	4.0	C	2.0
A-	3.7	C-	1.7
B+	3.3	D+	1.3
B	3.0	D	1.0

B-	2.7	D-	0.7
		E	0.0

## Honor Points

The honor points earned for a course are calculated by multiplying the number of credit hours for which the course was elected by the honor point value of the grade received in the course. For example, a 3-hour course with a grade of B (3 honor points) is worth 9 honor points. The grade point average is obtained by dividing the total number of honor points earned by the total number of hours elected with honor point credit.

## Academic Records and Transcripts

The Academic Record is the official record of a student's course elections, grades, and credits earned toward a degree. The transcript contains the cumulative record of a student's enrollment. When degree requirements have been satisfied and a student has graduated, the degree earned is posted on the transcript.

Kinesiology academic records are maintained in the Office of Undergraduate Student Affairs and by the Office of the University Registrar. Students who believe an error has been made on their transcripts should contact the Office of Undergraduate Student Affairs. Official transcripts and unofficial academic reports are available from the Registrar's Office or can be ordered online from Wolverine Access.

## Transcript Notations

**W (Withdrawal):** The notation of withdrawal indicates that the course was dropped officially after the third week of a full term or the second week of a half term.

**ED (Unofficial Withdrawal):** Courses dropped without permission will be designated on the transcript with a grade of ED (Unofficial Withdrawal). The ED is computed into the term and cumulative grade point average as an E and is considered a completed failed course.

**CR/NC (Credit/No Credit):** If the instructor of a mandatory credit/no credit course decides a student's work deserves credit, CR (Credit) is posted on the transcript. If the instructor decides that a student's work does not justify the awarding of credit, NC (no credit) is posted on the transcript. Courses designated CR earn credit toward degree but no honor points. Courses designated NC will earn neither credit nor honor points.

**I (Incomplete):** Students are expected to complete their courses and submit all coursework on time. A student may negotiate an incomplete grade with the instructor if the amount of unfinished work is small, and the work is unfinished for reasons acceptable to the instructor. If the instructor approves the "I," the student must submit the uncompleted work by the deadline permitted by the instructor but not later than four weeks after the beginning of the next full or half term in which the student is enrolled. Even after completion of an incomplete, the incomplete and the earned grade may both remain on the student's transcript, at the faculty member's discretion.

If the student fails to complete the work to the instructor's satisfaction and within the four-week time limit, the "I" will automatically lapse to an "E" and no credit will be granted for the course. Students who are unable to complete the remaining coursework by the deadline may, with the instructor's permission, petition for an extension of time through the Office of Undergraduate Student Affairs.

**NR (No Report):** The instructor should report an NR if a student stops attending before the end of the term, but has not dropped the class or requested an Incomplete. If the NR is not resolved by the fourth week of the next Fall or Winter term in residence, the NR grade is lapsed to an E.

**P/F (Pass/Fail):** Students in good academic standing may elect a total of four courses outside Kinesiology on a pass/fail basis, but no more than one per term. In addition, no course specifically required for a major in Kinesiology may be elected pass/fail. Instructors report grades as usual to the Office of the Registrar, which then translates the grades as follows: A+ through C- = P (credit but no honor points); D + or lower = F (no credit and no honor points).

**S/U (Satisfactory/Unsatisfactory):** Some courses, particularly in the area of field experience, are graded S and U only. Students may not petition for any other grade in these courses.

## Academic Standing and Probation

At the end of each term the records of all students whose **term** or **overall** grade point average has fallen below a 2.000 are reviewed by the Academic Review Committee for academic probation actions. Each student placed on academic probation is reviewed and supported on an individual basis. Probation notification will be sent to students via email. Students who believe they may receive a term or overall GPA below 2.000 should meet with their OUSA advisor prior to the end of the term or immediately upon receipt of their grades.

Students must be in good standing (an overall grade point average of at least 2.000) in order to be considered eligible for graduation from Kinesiology. Athletic Training majors must also meet the specified minimum GPA requirements of the Athletic Training Major.

### **Kinesiology probationary actions are listed below:**

**Probation (PRO)** - If a student's term or overall grade point average falls slightly below 2.000, he or she will be placed on Academic Probation. Students placed on probation will be informed of their probationary status by email outlining the terms of their probation which includes meeting with an OSS advisor and developing a plan for academic success. Students on probation are expected to raise their cumulative grade point average to at least 2.000 during their next term in Kinesiology.

**Probation with Warning for Dismissal (PW)** - Students may be placed on Probation with Warning for Dismissal if their term GPA is below 2.000 for a second consecutive term or if their cumulative GPA is below 2.000. Students on Probation with Warning are experiencing recurrent or severe academic difficulties. Students who demonstrate incremental improvement in grades during subsequent terms, but who's GPAs remain below 2.0, may be allowed to continue on Probation with Warning until they achieve a cumulative GPA of 2.0. Students are required to meet with an OSS advisor to develop a plan for academic success. If a student shows no improvement during the term following placement of the initial Probation with Warning, the student may be dismissed from Kinesiology.

All students on **Probation or Probation with Warning** are expected to meet with an OSS Academic Advisor. Students on Probation may be required to create a Contract for Academic Probation. This contract will specify the steps the student must take to return to good academic standing. The contract will be completed and signed by the student, advisor, and the Director of Undergraduate Student Affairs. The contract will become part of the student's academic file. Students may be required to meet regularly with their OSS advisor to review their progress throughout the term. The terms of this contract will provide the criteria for future probation decisions.

**Action Pending for Dismissal (AP)** - Students may be placed on Action Pending for Dismissal for a variety of reasons: if their earned or unearned grades have caused their term or cumulative grade point average to fall below 2.000; if they have an unusual number of Incomplete grades for a term; if the Academic Review Committee feels more information is necessary to make an appropriate decision about pending dismissal or because the student is not enrolled in a Kinesiology degree program. Students who do not respond to the Action Pending for Dismissal notice within five business days may be automatically dismissed. Students must meet with an OSS advisor to review their academic performance. Final action, which may be dismissal, will be based upon the results of that meeting and investigation.

**Academic Dismissal (NTR)** - Students who have been on Probation or Probation with Warning may be dismissed from Kinesiology if they are not making adequate progress toward achieving a cumulative grade point average of 2.000. On occasion, a student may be dismissed without ever having been placed on probation. This includes students not following Kinesiology degree programs and/or not enrolled in a Kinesiology degree program beginning their junior year.

When reaching a decision involving academic dismissal, Kinesiology considers the student's academic career and progress toward their degree as well as any extenuating circumstances. Students who are dismissed are encouraged to meet with the Director of Undergraduate Student Affairs to discuss options. Appeals may be submitted if additional information (not previously recorded) is available. Students may petition the Director of Undergraduate Student Affairs for reinstatement after one full semester with supporting documentation for academic success upon return. Typically students require two semesters to document readiness to return.

**Record Clear (RC)** – A student who is on Probation or Probation with Warning who achieves a **cumulative** grade point average of 2.000 will have their probation lifted. It is important that students maintain a term and cumulative grade point average at or above 2.000 to remain in good standing.

## Repetition of Courses

### Pre-Fall Term 2014:

If a course was taken in residence and a grade of A+ through C-, P, CR, or S was earned, then repetition of this course results in no additional credit or honor points. The course and grade appear on the transcript with the notation "Not for Credit." A student repeating a course in which D+ through D- was previously earned will receive honor points but no additional credit toward a degree. The course appears on the transcript with the notation "Repetition." Repetition of a course in which an E, F, or U grade was originally earned produces both credits toward a degree and honor points for courses elected

on the graded pattern; there is no special transcript notation. In all such cases, the first election and grade earned remain on the transcript. The grades earned by repetition of courses are not averaged and posted as a single entry; but are posted as separate elections.

#### **NEW - Effective Term 2014:**

If a course was taken in residence and a grade of A+ through C, P, CR, or S was earned, then repetition of this course results in no additional credit or honor points. The course and grade appear on the transcript with the notation "Not for Credit." A student repeating a course in which C- through D- was previously earned will receive honor points but no additional credit toward a degree. The course appears on the transcript with the notation "Repetition." Repetition of a course in which an E, F, or U grade was originally earned produces both credits toward a degree and honor points for courses elected on the graded pattern; there is no special transcript notation. In all such cases, the first election and grade earned remain on the transcript. The grades earned by repetition of courses are not averaged and posted as a single entry; but are posted as separate elections.

### **Auditing Courses (Visitor Status)**

Students are expected to elect courses for credit. Occasionally, however, a student may wish to attend a course but not elect it for credit, in which case he/she may officially audit a course.

An official audit obligates a student to attend classes regularly and complete course requirements (*e.g.*, papers, laboratory assignments, tests, and the final examination). Regular tuition fees apply (for both approved and unapproved audits), and the course appears on the transcript with the notation VI (Visitor); no grade is posted and no degree credit earned.

To arrange an official audit, a student must submit a written statement, signed by the student and the instructor, to the Office of Undergraduate Student Affairs before electing the course. The statement must indicate the reasons for the official audit and outline the student's obligation to fulfill course requirements. Students who do not fulfill course requirements earn the grade ED to indicate that the course was unofficially dropped. In these cases, the term and cumulative grade point averages remain unaffected. A course elected as an official audit without permission will be posted on the transcript as an unapproved election.

### **Academic Honors**

#### **University Honors**

The University Honors designation is awarded to students who earned a 3.5 grade point average or higher during a term. The student must have taken a minimum of 14 credit hours during a term, including at least 12 graded credits. Students who achieve University Honors designation for both Winter and Fall terms and seniors who achieve University Honors designation for either of these terms are recognized at Honors Convocation, and the award is posted to their transcripts by the Office of the Registrar.

#### **Degrees with Distinction**

Degrees with distinction are awarded on the basis of class rank. Students must have completed at least 58 credits in residence, at least 45 of which are "graded" (A+ to D-).

- The top 3% of the class is recommended for a degree "with Highest Distinction".

- The top 4-10% of the class is recommended for a degree "with High Distinction".
- The top 11-25% of the class is recommended for a degree "with Distinction".

A notation is made on the diploma and the transcript. The GPA ranges for the distinction notations are determined each May, based on the cumulative GPAs of the Kinesiology students graduating in May. Those same numbers are used for the August and December degree periods of that calendar year.

## Grade Grievance Procedure

### Preamble

A grade given by a faculty member may be changed only by that faculty member. Kinesiology grievance procedures are intended to issue a recommendation, for or against a change, to the appropriate faculty member. The final decision rests with the faculty member.

While the School wishes to see demonstrably unfair grades rectified, it will not automatically invoke the grievance procedure. Differences between grade received and grade expected of less than a full letter grade will not be considered unless it is between a D- and a failing grade. In addition, a grievance based on the argument that one instructor's grading standards are stricter than those of others will normally not be pursued.

The grievance procedure should involve the following steps:

(1) A student must first attempt to resolve a grade grievance with the instructor of the course. This conversation must occur within two weeks of the beginning of the subsequent academic term (Fall/Winter) regardless of whether or not the student is enrolled for that term.

(2) If scheduling a conference **with the instructor** is not possible, **or if** the conference with the instructor does not resolve the issue, the student should discuss the problem with the Associate Dean for Academic Programs (ADAP), and should submit to him/her a letter detailing the nature of the complaint. He/she should also submit all papers and examinations written for the course to which he/she has access. In addition, the course syllabus and grading rubric should also be presented to the Associate Dean.

(3) The ADAP will respond to the student in writing with a proposed timetable. The ADAP will solicit a response from the instructor and will then determine whether any basis for a committee hearing exists. If the ADAP is a party to the grievance, his/her role shall be assumed by the Associate Dean for Graduate Programs and Faculty Affairs.

(4) If the ADAP concludes based on the initial conference between the student and the instructor and the paperwork submitted, that there is no basis for a committee hearing, he/she will inform the student.

(5) If the basis for a formal hearing is found by the ADAP, the written grievance shall be presented to an *ad hoc* grievance review committee. The ADAP may consult with colleagues to decide who will be placed on the *ad hoc* grievance review committee. The *ad hoc* grievance review committee will consist of three persons to be appointed by the ADAP: two faculty members and one student that represent a

department different from the complainant. The student member of the review committee will be an undergraduate if the grievant is an undergraduate, or a graduate student if the grievant is a graduate student. One faculty member on the ad hoc grievance review committee will be from a department other than the faculty member the grievance is against.

(6) The *ad hoc* review committee will meet separately with the instructor and student to review the substance of the grievance. The *ad hoc* review committee will then submit a written summary of its findings and recommendations to the student and the instructor. If the *ad hoc* review committee concludes that the assigned grade should stand, the ADAP will inform the student in writing that the grade will not be changed, and that no further appeal within the School is possible. If the *ad hoc* review committee concludes that the instructor did not act fairly, properly or judiciously, the ADAP will make a recommendation to the instructor based on the findings of the *ad hoc* committee. If the instructor declines to change a grade in spite of the recommendations of the *ad hoc* review committee and the recommendations of the ADAP, the instructor will provide the student and the ADAP with a written explanation for his/her decision not to change the grade.

(7) The ADAP will provide the student with a written statement within two weeks of the committee meeting summarizing the procedures followed in processing the grievance, noting the recommendations of the *ad hoc* review committee, adding his/her own evaluation of the review committee's findings and noting responses of the instructor regarding change of the grade.

(8) These procedures describe the full appeal mechanism used in the School of Kinesiology to deal with grade grievances. When these procedures have run their course, no further appeal within the School is possible.

## **Student Integrity and Academic Misconduct**

The undergraduate academic community, like all communities, functions best when its members treat one another with honesty, fairness, respect and trust. Kinesiology holds all members of its community to high standards of scholarship and integrity. To accomplish its mission of providing an optimal educational environment and developing leaders of society, Kinesiology promotes personal responsibility and integrity and prohibits all forms of academic dishonesty. Conduct that violates the academic integrity and ethical standards of the Kinesiology community cannot be tolerated and will result in serious consequences and disciplinary action.

All members of the Kinesiology community must take an active role in helping create and maintain a culture of integrity. A student is responsible for becoming familiar with the Kinesiology Academic Integrity Policy and the types of violations. The School of Kinesiology values academic integrity and expects students to inform the instructor or Associate Dean for Academic Programs (ADAP) if they suspect another student is violating the Student Integrity and Academic Misconduct policy.

Academic misconduct includes, but is not limited to, the following:

**Plagiarism** means submitting an academic assignment (such as an essay, research paper, homework assignment, lab report) that is not the student's own work, in part or in whole, which does not correctly credit those sources to their original author.

**Cheating** means using unauthorized notes, study aids, or information from another student's paper on an examination; altering a graded work after it has been returned and then submitting the work for re-grading; and allowing another person to do one's work and to submit the work under one's own name.

**Fabrication** means presenting data that were not gathered in accordance with guidelines defining the appropriate methods for collecting or generating data and failing to include a substantially accurate account of the method by which the data were gathered.

**Aiding and Abetting** academic dishonesty means providing material or information to another person with knowledge that these materials or information will be used improperly.

**Falsification of Records** and official documents involves altering documents affecting academic records or forging an authorizing signature or information on an official academic document, for example, an election form, grade report, letter of permission, petition or other document.

**Unacceptable Collaboration** occurs when a student works with another or others on a project, and then submits a written report which is represented explicitly or implicitly as the student's own work. Students also engage in unacceptable collaboration when they have been expressly instructed to do their own work and have not been given prior approval by the instructor to collaborate.

## Policy Procedures

1. When the course instructor or another student suspects a student of violating academic integrity, he/she must report the incident to the Associate Dean of Academic Programs (ADAP.) When a student becomes aware of another student violating the academic integrity policy, it is vital that the witness report the violation and identify the violator. The accuser must identify him/herself to the Academic Integrity Committee. The accuser's name will stay anonymous to the accused student; however in some cases, the Academic Integrity Committee may release the accuser's name to the accused, with permission of the accuser.
2. The Associate Dean for Academic Programs (ADAP) consults with the instructor of the course in which the alleged incident occurred. It is possible that the instructor may converse with the student about the incident. If there is enough evidence that a violation occurred, the instructor and ADAP can discuss possible sanctions. A faculty member who believes that a student has violated the Academic Integrity policy, whether in Kinesiology or in another school, must have a preponderance of evidence that the violation took place.
3. If sanctions were proposed by the instructor and ADAP, then the Academic Integrity Committee will meet prior to meeting with the student, to review the violation, evidence and recommended sanctions from the instructor.

The Academic Integrity Committee is comprised of the ADAP, a member of the Office of Undergraduate Student Affairs (OUSA) and a Kinesiology student leader. If the student or OUSA representative believes there is a relationship between the OUSA member and the student that will compromise or bias the outcome, the OSS representative must recuse him/herself from the case.

- The student will be offered the option to issue a written statement to the Curriculum Coordinator prior to meeting with the Academic Integrity Committee.

- The Academic Integrity Committee will meet with the student to allow them to provide details and/or explanation of the alleged violation. If the student does not respond to meeting request or is absent for a meeting, an academic hold will be placed on his/her record until the student attends the meeting.
- The Academic Integrity Committee will dismiss the student from the meeting (when complete) and finalize the sanctions.
- Student will receive a written notice from the Curriculum Coordinator, indicating the violation and sanctions. The student is expected to abide and follow through with the sanctions. If not, the student's graduation may be suspended.

## **Sanctions**

### **First Offense:**

Even if the faculty deems the first offense as low severity, he/she is required to report the violation in order for an academic integrity file to be created by the ADAP. For minor first offenses, the faculty has the option (but is not limited) to propose no sanctions. However, the student is required to meet with the ADAP about the violation. After the meeting, the student will be e-mailed with an official notification of the reported violation, explaining the significance of having an academic integrity record on file.

For minor offenses, this outcome should have enough deterrence for the student not to commit subsequent offenses. In addition, the proposed sanctions should be greater than if the student had not completed the assignment or exam.

### **Major and subsequent offenses:**

The sanctions for major and subsequent offenses must be greater than the sanctions imposed for first-time or minor offenses. The sanction should not only include a reduction to the overall grade, but also include a requirement of educational merit. Some examples of opportunities for educational merit include: writing workshops which cover citing and sourcing with Sweetland Writing Center, Stress Management Workshop, Time Management Workshop, online tutorial on citing sources, requirement of another course prior to graduation, etc.

### **Academic Integrity Violation File:**

Once an alleged violation is reported, the ADAP will create an academic integrity violation file for the student, detailing the facts and the actions taken. These files are kept separate from all academic or advising files, and only the Office of the ADAP will have access. The student will also receive written notice, outlining the violation of academic integrity and the sanction guidelines. The student will still receive this notice, whether or not sanctions were proposed.

### **Probationary Period/Transcript Notation:**

The student will be placed on disciplinary probation and a notation will be placed on the student's transcripts for a minimum of one calendar year. At the end of the probationary period, the student may petition to have the probation notation removed from their record. The Committee will review the student's performance during the probationary term and if there have been no further violations, and the student has fulfilled any other requirements, the Committee will lift the probation from the transcript.

**Suspension:**

In more serious cases and in the case of second occurrences of misconduct, penalties may include suspension and dismissal. Students who are suspended for an academic integrity violation will have a notation, Non-Academic Suspension, placed on their transcript. Suspension will be for at least one calendar year. Students suspended for violating the academic integrity policy must apply to the Director of Undergraduate Student Affairs for re-admission. The Director of Undergraduate Student Affairs will convene the Academic Integrity Committee, to review the case and make the final decision.

**Appeals**

If either the faculty member or the student protests the Academic Integrity Committee's decision, a formal appeals hearing will be convened with the Director of Undergraduate Student Affairs, and a different faculty member and student. If there is a relationship between one of the appeal committee members and the student which could compromise or bias the outcome, the member must recuse him/herself from the case. Students participating in the Academic Integrity hearings will be chosen by the Associate Dean for Academic Programs. This appeal panel will have final judgment for the case. Appeals must be delivered to the Associate Dean for Academic Programs' office, in writing, within seven (7) calendar days of receiving written notice of the violation and sanction.

**Sexual Misconduct**

The School of Kinesiology supports the University of Michigan Policy on Sexual Misconduct by Students: <http://studentsexualmisconductpolicy.umich.edu/>

**Diploma Application**

Students do not automatically receive a diploma after they complete their degree requirements and 120 credits. All students must complete the official diploma application via the 'apply to graduate' link in Wolverine Access. (See Degree Progress and the Official Senior Audit section above.) Students with late applications will not appear in the University Commencement book and/or the Kinesiology Commencement program.

**Diploma Deadlines**

Students can apply to graduate in May, August or December and should check with the Office of Undergraduate Student Affairs regarding the application deadlines. If you fail to complete all requirements during the term in which you file the diploma application, the application cannot be used for a subsequent term. You must file a new online diploma application in order to be considered again for your degree.

**Kinesiology Awards**

The following Kinesiology awards are named in honor of notable former faculty and Kinesiology graduates. Recipients are chosen by the Kinesiology Awards Committee and recognized at the annual Kinesiology Honors Reception. Please see the Kinesiology website for a description of the awards <http://www.kines.umich.edu/admissions-aid/undergraduate/undergraduate-financial-aid>.

**Paul A. Hunsicker Memorial Award**  
**Stephen J. Galetti Award**  
**Phyllis Ocker Scholarship**  
**Stan Kemp Scholarship**  
**Phebe Martha Scott Achievement Award**  
**Bernard Patrick Maloy Award for Excellence in Writing.**  
**Rachael G. Townsend Scholarship**

## Faculty

Faculty profiles and areas of interest can be found online at <http://www.kines.umich.edu/directory> and <http://www.kines.umich.edu/research/faculty-research-interests>.

### Professors

**Ketra Armstrong**, Sport Management; Associate Dean for Graduate Programs and Faculty Affairs  
**Katarina T. Borer**, Movement Science  
**Gregory D. Cartee**, Movement Science; Associate Dean for Research  
**Dee Edington**, Professor Emeritus of Kinesiology; Movement Science  
**Dan Ferris**, Movement Science  
**Rodney Fort**, Sport Management  
**Jeff Horowitz**, Movement Science  
**Mark Rosentraub**, Sport Management  
**Stefan Szymanski**, Sport Management  
**Beverly D. Ulrich**, Professor Emerita of Kinesiology; Movement Science  
**Dale A. Ulrich**, Movement Science and Health & Fitness  
**Ronald Zernicke**, Movement Science; Dean

### Associate Professors

**Katherine M. Babiak**, Sport Management  
**Steven Broglio**, Athletic Training  
**Susan H. Brown**, Movement Science  
**Weiyun Chen**, Health & Fitness  
**Natalie Colabianchi**, Health & Fitness  
**Judith Grant-Long**, Sport Management  
**Melissa Gross**, Movement Science  
**David Moore**, Sport Management.  
**Riann Palmieri-Smith**, Athletic Training and Movement Science  
**Leah Robinson**, Movement Science  
**Rachael D. Seidler**, Movement Science

### Clinical Associate Professors

**Patricia Van Volkinburg**, Health & Fitness; Associate Dean for Academic Programs

### **Assistant Professors**

**Deanna Gates**, Movement Science  
**Rebecca Hasson**, Movement Science and Health & Fitness  
**Kathryn Heinze**, Sport Management  
**Dae Hee Kwak**, Sport Management  
**David Lipps**, Movement Science  
**Sean Meehan**, Movement Science  
**Stacy-Lynn Sant**, Sport Management

### **Clinical Assistant Professors**

**Peter F. Bodary**, Movement Science, Health & Fitness  
**Brian Czajka**, Athletic Training  
**Thomas R. George**, Sport Management, Health & Fitness  
**Josh Mergos**, Movement Science IONM

### **Instructor**

**Kerry E. B. Winkelseth**, Health & Fitness

### **Lecturers**

**Jay Basten**, Sport Management.  
**Kelli Donahue**, Sport Management  
**Kathy Kern**, Movement Science, Health & Fitness  
**Adriana Phelan**, Sport Management

## **Special Departments within Kinesiology**

### **Center for Global Opportunities**

<http://www.kines.umich.edu/academics/education-abroad-goglobal>

(734) 763-2625

### **Center on Physical Activity and Health in Pediatric Disabilities**

<http://www.kines.umich.edu/research/cpah>

(734) 936-2607

### **Health Management Research Center**

<http://www.kines.umich.edu/research/hmrc>

(734) 763-2462

### **Michigan Center for Sport Management**

<http://www.kines.umich.edu/research/mcsm>

(734) 615-1710

### **Office of Advancement**

<http://www.kines.umich.edu/giving>

734-615-9678

**Office of Undergraduate Student Affairs (OUSA)**

<http://www.kines.umich.edu/student-life/student-services/undergraduate-student-affairs>

(734) 764-4472

[kines.ousa@umich.edu](mailto:kines.ousa@umich.edu)

**U-Move Fitness**

<http://www.kines.umich.edu/u-move-fitness-programs>

734-764-1342

[u-move@umich.edu](mailto:u-move@umich.edu)

## University Resources

**Center for the Education of Women**

<http://www.cew.umich.edu>

(734) 764-6005

[contactcew@umich.edu](mailto:contactcew@umich.edu)

**Comprehensive Studies Program (CSP)**

<http://www.lsa.umich.edu/csp>

(734) 764-9128

[cspinfo@umich.edu](mailto:cspinfo@umich.edu)

**Counseling & Psychological Services (CAPS)**

<http://caps.umich.edu>

Before 6pm: (734) 764-8312

After 6pm: UM Psychiatric Emergency Services 24 Hours Crisis Line: 734-996-4747

**Office of Financial Aid**

<http://www.finaid.umich.edu>

(734) 763-6600

[financial.aid@umich.edu](mailto:financial.aid@umich.edu)

**Math Lab**

<http://www.lsa.umich.edu/math/undergrad/coursesforfreshmen/infinresources/mathlab>

(734) 936-0160

**Science Learning Center**

<http://www.lsa.umich.edu/slc>

(734) 764-9326

[slc@umich.edu](mailto:slc@umich.edu)

**Services for Students with Disabilities**

<http://ssd.umich.edu>

(734) 763-3000

**Office of Student Conflict Resolution (OSCR)**

<http://www.oscr.umich.edu>

(734) 936-6308

**Sweetland Center for Writing**

<http://www.lsa.umich.edu/sweetland>

(734) 764-0429

[sweetlandinfo@umich.edu](mailto:sweetlandinfo@umich.edu)

## APPENDIX

### School of Kinesiology Distribution Requirements

Students in Kinesiology must complete minimum hours in courses designated as:

Humanities/Language

Natural Science/Math/Quantitative Reasoning

Social Science

Most of these courses will be taken in the University of Michigan's College of Literature, Science, and the Arts (LS&A). Students may consult either the LSA Bulletin or the LSA Course Guide

<http://www.lsa.umich.edu/cg/> to verify whether particular courses fulfill distribution requirements.

It is possible for you to use transfer credit in meeting this requirement. Consult your Kinesiology academic advisor about what courses can be used toward distribution and have that noted in your student file. If you are thinking of taking courses for distribution credit during the summer at a campus near your home, it is best to check with your advisor in advance regarding how the credit will transfer and how you will be able to use it.

Advanced Placement credits (AP) can be used to meet the distribution requirement.

In a few circumstances, some Kinesiology courses can be used to meet distribution credits for Kinesiology students:

Athletic Training students can use: SM 101 for HU, SM 111 for SS, AT/HF 220/221 for NS, and SM 437 for SS.

Health Fitness students can use: SM 101 for HU, MOVESCI 110 for NS, SM 111 for SS, SM 217/MVS 219/ENGLISH 225 for HU, HF/AT 220 for NS, HF/AT 221 for NS, MVS/STATS 250/SM 249 for NS, HF/SM 437 for SS.

Movement students can use: SM 101 for HU, SM 111 for SS, MOVESCI 219 for HU.

Physical Education students can use: SM 101 for HU, SM 111 for SS, MOVESCI 110 for NS.

Sport Management students can use: SM 101 for HU, MOVESCI 110 for NS, SM 217 for HU, and SM 249 for NS.

**Courses with the designation Excl, N. Excl, and Introductory Composition in the LSA bulletin may not be used to fulfill the distribution requirement.**

## **Academic Departments for Distribution Requirements**

All U-M language courses count as Humanities/Language (HU.)

**Humanities/Language** includes courses designated in the College of Literature Science & Arts Bulletin as **HU** or Language Requirement (**LR**) from:

Afro-American and African Studies

American Culture

Anthropology (Cultural)

Asian Languages and Cultures

Classical Studies

Comparative Literature

Communication Studies

Dance (School of Music)

English Language and Literature

**Note** All English composition courses designated as **Excl** or **HU** may be counted, but courses designated as Introductory Composition, (ENGLISH 124, 125, LHS 125, RC Core 100, UCC 153, etc.) may not be counted as Humanities.

Environmental Studies

Far Eastern Languages and Literatures

Film and Video Studies

Germanic Languages and Literatures

Great Books

Judaic Studies History

History of Art

College Honors

Linguistics

Medieval and Renaissance Collegiums (MARC)

Near Eastern Studies

Philosophy

Religion

Residential College

Romance Languages and Literatures

Russian and East European Studies (REES)

Slavic Languages and Literatures

Theatre and Drama University Courses

Women's Studies University Courses

Courses in the School of Art and in the School of Music also fulfill the Humanities Distribution.

**Natural Science/Math/Quantitative Reasoning** includes courses designated **NS** in the LSA Bulletin and Mathematics courses designated **QR**. These include:

Anatomy (School of Medicine)

Anthropology (Biological)

Applied Physics, Astronomy

Atmospheric and Oceanic Sciences 202 (College of Engineering)

Biological Chemistry

Biology

Chemistry

College Honors

Computer Science

Environmental Studies

Geography

Geological Sciences

Human Genetics

All courses in Mathematics (LSA) including MATH 105

NRE 301 (School of Natural Resources and Environment)

Physics

Physiology (School of Medicine)

Psychology

Residential College

Statistics

**Social Science** includes those courses designated **SS** in the LSA Bulletin from:

Afro-American and African Studies

American Culture

Anthropology (Cultural)

Asian Studies

Communication studies

Economics

Geography

History

Linguistics

Political Science

Psychology

Residential College

Russian and East European Studies (REES)

Sociology University Courses

Women's Studies

**ROTC**

MILSCI credits 200 level and above will be accepted if accepted by the university towards a student's general elective credits towards the 120 hours required for graduation. These will not meet a distribution or major requirement.