INDIANA UNIVERSITY

BULLETIN
1998
2000

School of
LIBRARY AND INFORMATION SCIENCE

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School of
LIBRARY AND
INFORMATION SCIENCE

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Contents

The World of Information

For decades, scholars and futurists have predicted an information revolution. Those predictions have come to life dramatically in recent years. We live in an information age, an age in which the ability to generate and access new knowledge has become a key driver of social and economic growth. This conviction is powerfully reflected in the development of the Information Superhighway and in the feverish spate of takeovers and joint ventures in the telecommunications, cable, and computer industries, as the major players position themselves to be in the vanguard of the digital revolution. Such developments are transforming both scholarly and lay perceptions of the value of information.

Historically, information has been treated as a public good, freely available to citizens. That model is coming under pressure, as the full economic and social significance of information becomes apparent. In many developed nations, the information sector is among the fastest growing segments of the economy. The emergence of a dynamic global information industry has created a wealth of opportunities for appropriately educated information professionals, but it has also helped throw into relief a raft of complex public policy issues, such as privatization of government-held information resources, the management of intellectual property rights, and the possible emergence of an information underclass, all of which call for rigorous and informed policy analysis.

The signs of a new age are everywhere: personal computers in the classroom, interactive media in the home, global communication networks, electronic publishing, digital libraries. The statistics are irresistible; the amount of information produced in the last decade alone is greater than all the information created in past millennia. Public awareness of the importance of information has never been stronger, as is evidenced by national debate on issues such as the emerging Infobahn and censorship in cyberspace. The rhetoric of the Information Age has finally become reality. And that reality translates into unprecedented career opportunities for information professionals who know how to organize, manage, and exploit information assets; who combine analytic and technical skills with a sense of the strategic value of information to organizations of all kinds.

The economic and social well-being of nations depends increasingly on their ability to generate and access new knowledge. Hence, a need exists to create information-literate societies. Being information literate means knowing how information is created, stored, transmitted, and used. The ''informatization'' of society is creating demand for specialists who will function as information resource managers and act as guides, interpreters, mediators, brokers, and quality controllers for the ultimate user, who might be a corporate executive, a scientist, or a schoolchild. Today's information professionals do not merely store and locate information, they also analyze and synthesize raw data to produce customized, value-added services and products for a diverse clientele. The field offers a kaleidoscope of career tracks from which to choose, as the mass of position announcements in both the professional and generalist press makes abundantly clear: information systems analysis, database design and marketing, information brokering, medical informatics, systems librarianship, competitor intelligence analysis, Web design. In a sense, the opportunities are limited only by the imagination.

On one issue there is widespread agreement: the effective management of information systems and resources is critical to successful organizational performance. That is as true of a Fortune 500 corporation as of a hospital or a small liberal arts college. Information resources include, but are by no means synonymous with, the materials held in libraries, archives, and documentation centers. In the Information Age, organizations of all kinds are waking up to the fact that intellectual capital is one of their most important resources—the basis of comparative advantage and superior service delivery. It is this awareness, as much as the highly visible information technologies, which is responsible for transforming the ways in which business, commerce, professional affairs, and contemporary scholarship are being conducted.

Libraries, too, are changing. Once passive storehouses, they have in some cases become active agents of social change and early adopters of new information and communication technologies. The range of materials and media they handle has diversified enormously in the last decade. Access to full-text databases, networked resources, and multimedia information systems has become the norm in a matter of years, fueled in no small measure by the prodigious growth of the Internet and the World Wide Web. The next generation promises even greater advances—digital libraries, intelligent interfaces, interactive books, collaboratories, knowbots, virtual

reality. Indiana University's School of Library and Information Science is responding to the challenge of the Information Age with a flexible and future-based curriculum.

The School of Library and Information Science

The School of Library and Information Science (SLIS) at Indiana University ranks consistently in the top five or ten programs in North America, and its master's and doctoral enrollments are among the largest in the nation. In a recent 11-year survey of scholarly productivity, the school was ranked number one in North America in terms of its peer-reviewed publication output. The M.L.S. (Master of Library Science) degree has been accredited continuously since 1953. The recently introduced M.I.S. (Master of Information Science) degree adds another avenue of entry to the information professions. In addition to the two master's programs, the school offers a Ph.D. in Information Science, a Specialist in Library and Information Science, specializations in Chemical Information, African Studies Librarianship, and Music Librarianship, and a dual master's/Doctor of Jurisprudence program with the School of Law. There are also dual master's degree programs with the Schools of Fine Arts, Journalism, Music, and Public and Environmental Affairs and the Departments of Comparative Literature, History, History and Philosophy of Science, Latin American and Caribbean Studies, and Russian and East European Studies. Also available is course work leading to certification in public libraries and in school media.

At SLIS we bring fresh insights to bear on information design, access, and policy issues by looking at information and information technologies in diverse human contexts. We seek to understand the behaviors, cognitive factors, human contexts, social practices, media, and tools that foster and hinder effective information use. We place a strong emphasis on the social and behavioral dimensions of information technology.

SLIS has a full-time faculty of 20, supplemented by a distinguished emeritus, visiting, and adjunct faculty.

The School of Library and Information Science is located on the Bloomington campus, with a satellite program at Indianapolis. All students have access to the extraordinary physical and human resources of Indiana University's eight campuses, including one of the largest university computing networks in the world and a university library system that ranks thirteenth in the nation in terms of its

holdings. Included in this system is the prestigious Lilly Library, which is internationally known for its rare books, manuscripts, and special collections.

The IU School of Library and Information Science is a member of the Association for Library and Information Science Education, the American Library Association, the American Society for Information Science, and the Special Libraries Association. It maintains affiliation with a number of other national and international bodies in library and information science.

The History of SLIS at Indiana University

The first organized library science curriculum at Indiana University, a program for the preparation of school librarians, was offered by the School of Education in the summer of 1930. In 1938 this curriculum was expanded and made available in the regular school year as well as the summer session.

In 1947 the Division of Library Science was established within the School of Education. A basic undergraduate curriculum in library science concerned with the fundamental processes common to all types of libraries was offered as a minor within the four-year program leading to the Bachelor of Arts or Bachelor of Science degree in the College of Arts and Sciences or to the Bachelor of Science in Education degree in the School of Education.

Fifty Years of Graduate Education in Library and Information Science: 1949-99
A five-year program leading to the Master of Arts with a major in library science, granted by the Graduate School, was created in 1949, and a Ph.D. program in library and information science was established in 1964.

In 1966 the Trustees of Indiana University established the Graduate Library School and the professional degree Master of Library Science (M.L.S.), replacing the Master of Arts degree granted by the Graduate School. The Specialist degree program was added to the curriculum in 1978. In 1980 the name of the school was officially changed to School of Library and Information Science (SLIS). The addition of the Master of Information Science (M.I.S.) degree in 1995 reflects the school's continuing commitment to change.

The Mission of SLIS

The school provides students with an understanding of the conceptual foundations of librarianship and information science and of the multi-faceted nature of the wider information environment. It prepares students with a rich mix of knowledge, attitudes, and

skills necessary to function as critical thinkers and effective communicators. Graduates should have a strong grounding in theory and the ability to translate theory into effective practice.

To provide a proper setting for the implementation of this mission, the school promotes the advancement of knowledge, both theoretical and applied, through active programs of research and scholarly publication. The school also provides service within the university and to the local, national, and international communities through contributions to, and leadership in, associations and organizations and by assuming consulting, advising, publishing, and other professional roles. This leadership by example is considered essential in providing a framework in which the goals of the program can be pursued effectively.

The school also provides opportunities for students to seek educational experiences involving the development of the specialized skills currently emphasized in information-providing agencies. The development of these skills often highlights current trends in information systems and information management that serve to assist the student in career planning. Such educational experiences are gained through selection of elective courses from the School of Library and Information Science, through cooperation with other graduate programs of the university, and through seminars, workshops, conferences, and practicum experiences.

Goals of the M.L.S. Program

The school has identified the following goals for the Master of Library Science program:
1. To promote an understanding of the role of libraries in society, and of the professional and ethical responsibilities of librarians.
2. To foster a user-centered approach to the development and management of information resources.
3. To understand the theory and practice of information collection, organization, retrieval, and analysis with regard to print, nonprint, and electronic resources.
4. To prepare professionals who will promote access to information and be aware of their role in an information-based society.

Objectives for Students in the M.L.S. Program

Students who complete curricular and other requirements of the program will be able to
1. Understand the generation and dissemination of information and the role of libraries and information centers in the communication process.

2. Develop and organize collections of information to meet user needs and assist their publics in using those collections.
3. Demonstrate the management skills and technical expertise necessary to support and implement information policies and programs.

Goals of the M.I.S. program
The school has identified the following goals for the Master of Information Science program:
1. To develop an understanding of the theoretical and empirical bases of information science.
2. To promote an understanding of the economic, social, and strategic value of information.
3. To showcase a range of information analysis and management techniques.

Objectives for Students in the M.I.S. Program

Students who complete curricular and other requirements of the program will be able to
1. Analyze information needs and plan and develop information delivery/access systems for business, industry, government, academic, or nonprofit organizations.
2. Understand the nature and role of the information industry.
3. Understand and use communication and information technologies in support of organizational objectives.
4. Develop appropriate information management strategies and policies for organizations.

Goals of the Ph.D. Program
The school has identified the following goals for the Doctor of Philosophy in Information Science:
1. To promote a common understanding of the research process and what constitutes scholarly research.
2. To prepare scholars who are able to identify and conceptualize significant research problems.
3. To train scholars who are able to produce relevant research and who have the overall potential for contributing new knowledge to the field.
4. To prepare students for professional roles as researchers, teachers, and consultants in both academic and nonacademic settings.

Objectives for Students in the Ph.D. Program

By completion of their Ph.D. program, doctoral students should be able to
1. Demonstrate their ability to generate original research that meets the scholarly standards of the field.

2. Communicate the findings of their work, orally and in writing, in a clear, convincing fashion to other scholars in this and related disciplines.

Location and Facilities

The School of Library and Information Science (SLIS) is housed in the Main Library on the Bloomington campus. SLIS courses are also taught on the Indianapolis campus. Courses from either or both campuses may be applied to the requirements for a SLIS master's or Specialist degree. The school's facilities include a dedicated computer laboratory, lecture and seminar rooms, and a library and information science library.

Both the School of Library and Information Science and Indiana University as a whole are very technology-intensive environments, so the opportunities for learning and working with technology are numerous.

The IU School of Library and Information Science maintains two staffed microcomputer laboratories that students use extensively for Internet access, word processing, databases, graphics, Web development, online searching, and other functions. A state-of-the-art NT server, which went into production in the summer of 1997, provides access to a variety of software applications. There are also two Novell local area networks, which provide additional storage, queues for shared printing, and access to reference databases via networked CD-ROMs. The school also maintains a World Wide Web server, which hosts the SLIS Web site (http://www.slis.indiana.edu) and two lower-end servers, which students use for practice in Web serving, Web page and site creation, and learning technologies, such as client-server technology, which are taught in SLIS courses.

The various servers and computers are tied to the university's fiber-optic backbone to provide access to the wide area network and, through it, to the Internet and all the resources available to Indiana University. This technology infrastructure provides students with convenient and easy-to-use facilities both in house and throughout the IU campus and the opportunity to learn and work with diverse technology as it applies to library and information science.

SLIS, in partnership with University Libraries and University Information Technology Services, has developed a high-end usability laboratory for the observation of human-computer interaction. Through this facility, students are able to gain significant experience in user observation, in software design and evaluation, and in research methodologies.

Using the Virtual Indiana Classroom (VIC) and Indiana Higher Education Television System (IHETS), SLIS delivers courses and workshops—designed to meet certification requirements and professional continuing education needs—to various locations throughout the state. Many of these courses offered through distance education may be applied to a SLIS degree program, provided the student has been admitted and meets all other requirements.

Admission to Graduate Programs

Application Procedures for U.S. Citizens

A packet of application materials for the Master's or Specialist Degree Programs may be obtained from the SLIS Admissions Office, 10th and Jordan, Indiana University, Bloomington, IN 47405-1801 or the SLIS Office, University Library 1110C, IUPUI, Indianapolis, IN 46204-5195. Ph.D. application materials are available only from the Bloomington office. Please be sure to request the application packet for the appropriate degree program—Master of Library Science, Master of Information Science, Specialist, or Ph.D. All applications must be submitted to the SLIS Admissions Office in Bloomington.

Application to SLIS graduate programs requires a *minimum* of the following (additional requirements may be found under listings for individual degrees):
1. Completed application forms.
2. Three letters of recommendation that address the applicant's academic and professional capabilities should be submitted on letterhead and sent directly from the referring party to the SLIS Admissions Office in Bloomington. It is the applicant's responsibility to ensure that letters of recommendation reach the Admissions Office by deadline dates.
3. A personal essay explaining academic and career objectives.
4. Official transcripts from *each* college attended (except Indiana University transcripts, which the school can obtain from the IU registrar's online system). From all other colleges and universities, applicants should arrange to have transcripts sent directly to SLIS.
5. Graduate Record Examination (GRE) General Test scores are required of all doctoral program applicants. Master's degree program applicants whose grade point average (GPA) in undergraduate college work is not at least 3.0 on a 4.0 scale, or whose GPA on work completed for a previous graduate degree is not 3.2 or higher, must submit GRE scores in support of their applications. Master's program applicants are advised that GRE scores, if provided, will be taken into account in the competitive admissions process and awarding of departmental financial aid. The test must have been taken within three years before application. GRE information and application forms may be obtained from the Educational Testing Service, P.O. Box 6000, Princeton, NJ 08541-6000. The GRE is administered five times per year, usually in October, December, February, April, and June, at hundreds of cities throughout the United States and in many other countries. Scores are available about six weeks after the test is taken. It is the responsibility of the applicant to take the GRE test at such a time as will allow scores to arrive at the Admissions Office to meet all school deadlines.
6. An application fee. A check or money order must be sent *directly* to the bursar's office in the addressed envelope provided in the application packet. At this writing the application fee is $40, an amount that is subject to change without notice.
7. Some programs have application requirements in addition to those listed above. Doctoral applicants, and sometimes applicants to the Specialist and Master's Programs, will be required to visit the campus for personal interviews with school faculty. For further information, see admission requirements for the degree in which you are interested.

When completed application forms are received, an applicant's individual file is established, and other elements of the application are added to the file as they are received. It is important that applicants send the completed application as early as possible. Once an individual file has been established, the admissions coordinator sends letters identifying missing items at regular intervals until the file is complete or it becomes obvious that the deadline for application for the requested admission semester has been missed. Admission, once granted, is good for a period of one year; however, such extended admission cannot be guaranteed unless the admitted student informs the school of intent to matriculate at a later date. Files of admitted students who neither matriculate nor request an extension may be purged soon after the beginning of the semester for which admission was granted. An individual may check on the status of an application file or request an extension to a later consideration date by calling SLIS at (812) 855-2018 or toll-free within the United States at (888) 335-SLIS.

Application Deadlines for U.S. Citizens

Applications will not be acted upon until all required documents have been received (including transcripts, letters of recommendation, application fee, and test scores as required). Ordinarily applications for Master's and Specialist degrees are processed within one month of their completion. In order to allow time for degree processing and

financial aid decisions, applicants must meet the following deadlines:

For matriculation in: *Fall   Spring Summer*
Applying for
SLIS financial aid: Jan. 15   Oct. 1   N/A
Not applying for
SLIS financial aid: May 15   Nov. 1 Mar. 15

Applicants who complete the financial aid form included with the SLIS application packet and who have a completed file by the financial aid deadlines given above will be considered for all aid for which they are eligible that is offered directly by the school. This includes fee scholarships, guaranteed hourly positions, graduate assistantships, and some one-time cash awards that do not have additional requirements listed. Financial aid opportunities from SLIS are detailed elsewhere in this bulletin. For information on financial aid not directly funded by SLIS, applicants should contact the Office of Student Financial Assistance, Franklin Hall 208, Bloomington, IN 47405-2806, (812) 855-3278, http://www.indiana.edu/~sfa/

Application Procedures for International Students

International applicants to SLIS programs may obtain application materials from the SLIS Admissions Office, 10th and Jordan, Indiana University, Bloomington, IN 47405-1801, (812) 855-2018. Please be sure to request the application packet for the appropriate degree program—Master of Library Science, Master of Information Science, Specialist, or Ph.D. The completed forms and all supporting materials must be returned to the Office of International Admissions, 300 N. Jordan Avenue, Bloomington, IN 47405-7707, (812) 855-4306. Payment of an application fee is required.

All international applicants for any SLIS degree program—Master's, Specialist, or Ph.D.—must submit a recent official Graduate Record Examination (GRE) General (aptitude) Test score report from the Educational Testing Service. The test must have been taken within three years before application. Scores on all three sections (verbal, quantitative, and analytical) will be considered. A minimum combined score of 1500 is required for an application to be processed further. The Educational Testing Service, P.O. Box 6000, Princeton, NJ 08541-6000, provides GRE information and application forms. The GRE is administered five times per year, usually in October, December, February, April, and June, at hundreds of cities throughout the United States and in many other countries. Scores are available about six weeks after the test is taken. It is the responsibility of the applicant to

take the GRE test at a time that will allow scores to arrive at the SLIS Admissions Office to meet all school deadlines.

International applicants whose first language is not English must submit recent official scores from the Test of English as a Foreign Language (TOEFL). A minimum TOEFL score of 600 is required for admission to SLIS graduate programs. The TOEFL is administered by the Educational Testing Service once each month at locations throughout the world. Information about TOEFL administration schedules may be obtained from the Educational Testing Service at the address given with GRE information above.

International students whose first language is not English must also take an English language placement test upon arrival at Indiana University. The results of this test are used to determine what, if any, remedial English courses must be successfully completed before graduate study begins. International students should understand that all admissions are granted conditionally, upon verification of English language proficiency, and that enrollment in graduate course work is not permitted, or is limited, until all language deficiencies have been removed.

Additional Bloomington campus information for international applicants can be found on the International Center's Web site at http://www.indiana.edu/~intlcent/

Application Deadlines for International Students

The SLIS Admissions Office will not act upon applications until *all* required documents have been received (including transcripts, letters of recommendation, application fee, and test scores as required). Ordinarily, applications for Master's and Specialist degrees are processed within one month of being completed and received at SLIS from the Office of International Admissions. International applicants must comply with the deadline dates indicated in international application materials.

Admission Criteria

Master of Library Science/Master of Information Science Degree Programs

Students holding a bachelor's degree from an accredited four-year collegiate institution are eligible to apply for admission. Applicants in the final year of their undergraduate program may apply and be granted admission conditional upon their being awarded the bachelor's degree. In some cases, and only with permission of the admissions director, students in the final semester of work toward a bachelor's degree may enroll for SLIS courses for that portion of their program not required for completion of the bachelor's degree. Unless the bachelor's degree is completed within that semester, the credit earned may not be counted toward a SLIS master's degree. Such courses must not be counted toward completion of the undergraduate degree, and certification of this must be submitted in writing from the undergraduate school and become part of the student's official SLIS record.

An applicant must have a minimum grade point average of 3.0 (on a 4.0 scale) or its equivalent in the total undergraduate program *or* an average of 3.2 in the latest graduate degree or representative graduate hours (usually 30 semester hours) completed. The SLIS Admissions Committee makes individual judgments about the rigor of grading in the undergraduate or graduate course work presented and about the relative significance of course work completed at various times in an applicant's academic history.

A substantial number of credit hours of appropriate content-based course work must be included in the overall undergraduate and graduate course work previously completed. This appropriate background includes, but is not limited to, course work in the humanities and the social, biological, and physical sciences. Not considered in this background are courses in music and theater performance, studio art, teaching and other internships, and similar course work. If an applicant is judged deficient in background preparation, additional course work may be required to remove the deficiency. Such additional course work may be at the undergraduate or graduate level, but it will not in any case count toward the credit hour requirements for the SLIS degree. Ordinarily, students must remove deficiencies in background preparation before beginning the SLIS degree program, and they

must, in all cases, remove the deficiencies before they can earn the SLIS degree.

Letters of recommendation must address academic performance, social and interpersonal skills, character, and maturity. Letters from professors who are familiar with the applicant's intellectual skills are preferred. Letters from employers and information professionals who are familiar with the applicant's intellectual abilities and work habits are also acceptable.

The applicant's 500 word essay (item 15 on the M.L.S. application; item 18 on the M.I.S. application) must indicate academic and professional goals appropriate to the desired SLIS degree program. The writing skills indicated in this statement are also considered as part of the admission decision.

Admission to all SLIS degree programs is subject to availability of space, and the number of students admitted for any semester may vary according to the number of spaces available in the desired program.

Indiana University prohibits admission decisions being made on the basis of arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.

Matriculation   Applicants may enter SLIS master's degree programs at the beginning of fall semester, spring semester, and the second (eight-week) summer session.

Admission Categories

Unconditional admission is a full nonprobationary admission status. It indicates that the applicant has met all essential admission requirements. This admission status is valid for one year, with an additional year available upon petition. If an admitted student fails to matriculate within the allowed time, the admission status is terminated, and the student must reapply.

The SLIS Faculty Admissions Committee may grant *probationary admission* to a student who fails to meet one or more of the admission requirements listed above, if, in the judgment of the committee members, there is sufficient other evidence of probable success in the degree program. Probationary admission carries a requirement that the student maintain a *minimum* GPA of 3.0 throughout the program. Other conditions of the probationary admission, if any, will be stated in the admission letter. The student's progress will be monitored throughout the program to

ensure that the conditions are maintained. If, at any time in the program, the student does not meet the conditions of the probation, admission will be terminated.

Applicants who are *denied admission* to a SLIS graduate program may not take course work in SLIS without the permission of the dean of the school.

Interim admission is a temporary status available to persons who seek admission to graduate degree or certification programs, but whose applications are not complete. It allows them to register for not more than 6 credit hours nor more than one semester while their application is being completed. An application for a graduate degree or certification program must be in the SLIS Admissions Office in order for an applicant to be eligible for interim admission. *This status may be granted only if sufficient information is available, including academic records, to indicate that the applicant is probably eligible for admission.* The director of admissions must approve interim admission. *Granting of interim admission does not guarantee that the student will ultimately be admitted.* Final admission decisions can be made only by the SLIS Faculty Admissions Committee.

Continuing nondegree student status is awarded to applicants wishing to take a small number of credit hours for professional development. Such persons ordinarily have a graduate degree in librarianship, information science, or a related field; at minimum, they must hold an undergraduate degree from an accredited college or university. Continuing nondegree students must complete all necessary prerequisites before taking any course. *In no case may more than 6 credit hours taken as a nondegree student count toward a SLIS degree.* Nondegree students should understand that they may be removed from any SLIS course if their place is required for a degree-seeking student.

With permission of the instructor, students may register for courses on an *auditing basis*. Audited courses are listed on the transcript as such, and no credit or grade is listed. A student is not permitted to audit courses without registering as an auditor and paying the current fee for auditing.

Advising

Upon admission each student is assigned an official faculty adviser whose name is given in the admission letter. Students should be aware that not all courses that will be required for a given area of study or degree will be available during all semesters, so careful consideration of course offerings and schedules, as well as continued contact with the student's faculty adviser, is required to ensure that prerequisite and sequential courses are taken at the optimum times. Although SLIS students may consult with any member of the faculty, a record of consultations with the official adviser and course decisions made for each semester must be kept in the student's file and will be consulted to determine eligibility for graduation. Completion of a required number of graduate credit hours is not in itself adequate to ensure that a degree will be awarded. The degree program must show cohesiveness and a structured attempt to meet the individual student's academic and professional goals.

Specialist in Library and Information Science Degree Program

A student holding a master's degree in librarianship and/or information science from an accredited university may apply for admission to the Specialist Degree Program. Application deadlines are the same as for the M.L.S. and M.I.S. degree programs. Additional criteria for admission include the following:
- A minimum grade point average of 3.2 (on a scale of 4.0) in previous graduate course work.
- A minimum of two years' successful experience in a library, media, or information professional position following award of the master's degree. (This requirement may be waived when it is deemed advantageous to the student and acceptable to the school for the student to enter the specialist program directly from the master's level of study.)
- Three letters of recommendation.
- A description of the applicant's area of interest and career plan.

Doctor of Philosophy Degree Program

Admission to the doctoral program is highly competitive. Application for the Ph.D. program is made through the School of Library and Information Science at Bloomington. The doctoral program is offered only at the Bloomington campus. Some course work toward the doctorate may be taken at Indianapolis, and SLIS faculty members based at IUPUI may serve on doctoral committees. Information about application procedures and admission criteria are to be found in the section of this bulletin entitled ''Admission to Graduate Programs.''

Students who have graduated with a bachelor's or master's degree in any discipline may apply for admission to the SLIS doctoral program. Students who are admitted and have a master's degree in a field of study closely related to information science from a recognized international program, or the equivalent, can be enrolled in the doctoral program and can transfer up to 30 credit hours of recognized course work. The student must submit official transcripts as proof of degree completion. If a student is admitted who has an interest in information science but does not possess an appropriate graduate degree, the student will initially be enrolled in one of the master's degree programs. After 12 months, the student's performance will be reviewed by the Ph.D. Steering Committee, and, if appropriate, the student's status will be changed to reflect admission to the doctoral program.

The formal requirements for admission include:
- A completed Indiana University Graduate Application for Admission (available from SLIS).
- A bachelor's degree from an accredited university or college. Submit transcripts for all course work taken and degrees completed.
- Record of academic accomplishment. An applicant must have an undergraduate grade point average of at least 3.2 (on a 4.0 scale) and a minimum grade point average of 3.5 (on a 4.0 scale) in any previous graduate course work. An international applicant's grade point average will be calculated on the basis of equivalency from universities that use a different scale.
- Personal statement. The applicant must submit a 500-word statement of professional goals that reflects a commitment to teaching and/or research.
- Three letters of recommendation should come from persons in the professional and academic communities who can address the applicant's scholarly and analytical abilities and potential for doctoral study.
- Scores on the Graduate Record Examination (GRE). Applicants must submit a recent score (within three years of application) on the Graduate Record Examination (GRE) General (aptitude) Test as part of their admission credentials. Scores on all three sections (verbal, quantitative, and analytical) will be considered. While a minimum of 1500 is required for an application to be processed further, we expect higher scores from successful applicants. International students who find it impossible to submit GRE scores may petition to have this requirement waived.
- A TOEFL (Test of English as a Foreign Language) score above 600 is required for applicants whose native language is not English. In addition, university policy provides that all international students be retested on English language abilities upon arrival at Indiana University.
- Demonstrable potential for excellence in conducting research. Success in a doctoral program requires such characteristics as the ability to identify and conceptualize significant research problems, the ability to be insightful and express ideas clearly, and overall potential for contributing new knowledge to the discipline.

Applications from international students must be reviewed by the Indiana University Office of International Admissions before their review by the SLIS Doctoral Admissions Committee.

SLIS encourages doctoral applicants to provide the school with the most appropriate evidence regarding each of the admission criteria. GRE scores and college transcripts are usually sufficient to demonstrate capability of working with abstract concepts in doctoral-level courses and research. The essay portion of the application provides indication of the applicant's commitment to research and to the field of information science and attracts the attention of relevant faculty to the application. It is recommended that each applicant submit a sample or summary of previous work that is relevant to the admission criteria, such as academic papers or work-related projects.

Degree Requirements

Master of Library Science/Master of Information Science Degree Programs

Note: Deviations from program requirements, waiver of required courses, or substitutions of courses taken at other institutions or of work experiences will not be final until approved in writing by the dean or the dean's authorized representative. It is the student's responsibility to ensure that documentation of all such exceptions is in the student's official file.

Computer-Based Information Skills

The School of Library and Information Science requires that students pursuing either the Master of Library Science (M.L.S.) or the Master of Information Science (M.I.S.) degree be computer, network, and information literate and be familiar with basic operations that will be used throughout the students' course work. This knowledge is prerequisite to many courses in the SLIS curriculum and will form the basis for further learning and skill development throughout the students' academic and professional careers. To acquire this base, each student must complete, or apply and receive a waiver for, the SLIS course L401 Computer-Based Information Tools. Normally, the course should be completed during the first semester of enrollment. This 3 credit undergraduate level course is a prerequisite for many courses in the SLIS curriculum, although it does not count toward the credit hours required for a SLIS graduate degree.

Probation Policy

In addition to the probationary admission described earlier, a SLIS student admitted unconditionally may be placed on probation at any point in the program when failure to achieve a minimum cumulative grade point average (GPA) of 3.0 occurs. The student will be assigned a time frame in which the required 3.0 GPA must be restored. Failure to achieve 3.0 within the required time or to maintain the 3.0 GPA for the remainder of the degree program will result in dismissal from the graduate program. In no case is a master's degree awarded for course work in which a cumulative grade point average of less than 3.0 has been achieved. Students will not be permitted to continue graduate course work beyond the number of credit hours required for the degree solely in an attempt to raise the grade point average to the required level.

Time Requirements

All requirements for the M.L.S. and M.I.S. degrees must be met within five consecutive calendar years from the date of completion of the first credited course. In some circumstances a one-year extension of the five-year time frame may be given, but in no case will a longer extension be granted. Application for the a SLIS master's degree must be submitted early in the fall semester for candidates planning to graduate in December and early in the spring semester for candidates planning to graduate in May, June, or August.

Foreign Language

Although language skills are recognized as significant and in some cases essential in the information professions, and although such courses may be taken through the university, credit earned for such courses may not be applied toward the M.L.S. or M.I.S. degree.

Course Requirements

Note: All course selections, both core and elective, must be made in consultation with the faculty adviser.

Common Core Requirements

A candidate for *either* the Master of Library Science or the Master of Information Science degree must complete *at least three* of the following four common core courses:

    L503 User Needs and Behavior in Theory and Practice
    L505 Organization and Representation of Knowledge and Information
    L507 The Management of Information Environments
    L509 Introduction to Research and Statistics

M.L.S. Degree Requirements

A candidate for the Master of Library Science degree must complete 36 semester credit hours of graduate course work, all of which must be taken from the IU School of Library and Information Science. A maximum of 6 graduate credit hours from another ALA-accredited master's degree program may, with the permission of the dean, be applied to the M.L.S. degree. The transferred courses must have a grade of B or higher and must be taken within the five-year time frame allowed for completion of the degree. Only within recognized joint programs, as outlined in this bulletin, may other non-SLIS courses be applied toward the M.L.S. degree.

M.L.S. Core Requirements   In addition to the common core course requirements noted above, students in the M.L.S. degree program must, in consultation with the faculty adviser, select and complete *at least three* of the following five M.L.S. core courses:

    L520 Bibliographic Access and Control
    L522 Perspectives on Librarianship, Literacy, Communications, and Reading
    L524 Information Sources and Services
    L526 Library Automation
    L528 Collection Development and Management

M.L.S. Elective Courses   In addition to the six courses (18 credit hours) taken from the common and M.L.S.-specific cores, students must select a minimum of 18 credit hours of elective courses to complete the 36 credit hours required for the M.L.S. degree. These electives must be chosen in consultation with the student's faculty adviser in order to best

satisfy the student's academic and professional goals. Elective courses for the M.L.S. degree may be chosen from the common core, the M.L.S. or M.I.S. core, or the large pool of other SLIS courses available to all master's degree students. Care must be taken to ensure that prerequisites have been satisfied before registering for any course. In no case may more than 6 credit hours to be applied toward the degree come from the workshop courses listed under the L595 course number.

M.I.S. Degree Requirements

A candidate for the Master of Information Science degree must complete 42 credit hours of graduate course work; at least 36 credit hours must be taken from the IU School of Library and Information Science. A maximum of 6 graduate credit hours from outside the IU School of Library and Information Science may, in certain circumstances and with the permission of the dean, be applied to the M.I.S. degree. These 6 credit hours may be taken in other schools and departments of Indiana University or in another appropriately accredited collegiate institution. Outside courses are warranted only when they are more relevant to students' career objectives and will contribute more to the enrichment of their program than would additional SLIS courses. Ordinarily, permission for such outside course work must be obtained before enrolling in the course. The course must be completed with a grade of B or higher, must not be applied to another degree (except in the case of a recognized dual degree program), and must be taken within the five-year time frame allowed for completion of the degree.

M.I.S. Core Requirements   In addition to the common core course requirements noted above, students in the M.I.S. degree program must, in consultation with the faculty adviser, select *at least four* of the following six M.I.S. core courses:

    L542 Introduction to Human-Computer Interaction
    L543 Strategic Intelligence
    L544 Information Technology Standardization
    L545 Systems Analysis and Design
    L546 User-Centered Database Design
    L547 The Organizational Information Resource

M.I.S. Elective Courses   In addition to the 7 courses (21 credit hours) taken together from the common and M.I.S.-specific cores, students must select a minimum of 21 credit hours of

elective courses to complete the 42 credit hours required for the M.I.S. degree. These electives must be chosen in consultation with the student's faculty adviser in order to best satisfy the student's academic and professional goals. Elective courses for the M.I.S. degree may be chosen from the common core, the M.I.S. or M.L.S. core, or the large pool of other SLIS courses available to all master's degree students. In no case may more than 6 credit hours to be applied toward the degree come from the workshop courses listed under the L595 course number. Care must be taken to ensure that prerequisites have been satisfied before registering for any course.

Joint Programs

Master of Library Science or Master of Information Science–Chemical Information Specialist Candidates in this joint program receive the M.L.S. or M.I.S. degree and a certificate indicating the specialization. They must meet all common and M.L.S. or M.I.S. core requirements as selected in consultation with their SLIS advisers. In addition they are required to include in their elective courses L624, L570, and additional SLIS courses to total at least 30 credit hours for M.L.S. candidates or 36 credit hours for M.I.S. candidates. The remaining hours are directed by the Department of Chemistry and must include C400, C401, and C402. Candidates for this specialization must have the equivalent of a bachelor's degree in chemistry.

Specialization in Music Librarianship
Candidates are advised that a master's degree in music in addition to the M.L.S. is usually required for placement in the field of music librarianship (see the School of Music Bulletin and the description of the dual master's program below). This specialization program is available within the dual master's degree program, or within the M.L.S. program for students who already have a master's degree in music or who do not desire a master's degree in music from Indiana University. The program combines the instructional and professional training resources of the School of Library and Information Science and the Music Library. Applicants are expected to hold at least a bachelor's degree in music from an accredited four-year collegiate institution. Admission to the specialization is a joint decision by SLIS and the admissions committee for the specialization (IU music librarians). It is possible to be admitted to the M.L.S. degree program or to the dual master's program and not be accepted to the music specialization. To obtain the specialization in music, the following courses must be successfully completed within the M.L.S. degree program.

1. MUS M539 Introduction to Music Bibliography (3 cr.).
2. SLIS L596 Internship in Library and Information Science (6 cr.). 3 cr. will normally be in music cataloging; the other 3 cr.may also be in music cataloging or else in music collection development, reference, or technology.(P: M539, L520; P or concurrent: L582)
3. SLIS L631 Seminar in Music Librarianship (3 cr.). (P: M539 *and* consent of instructor) Music library administration, circulation, collection development, facilities and design, performing ensemble collections, recording collections, reference, and technology; music printing and publishing.

Specialization in African Studies Librarianship Candidates in this joint program receive the M.L.S. degree and a certificate indicating the specialization. Applicants must be accepted to the M.L.S. degree program before being considered for the area studies specialization. To obtain the specialization, students must successfully complete the following SLIS courses:
1. From the common core, L503, L505, and L507.
2. From the M.L.S. core, L520, L524, and L528.
3. 9 credit hours of SLIS electives to be chosen in consultation with the student's faculty adviser and the African studies area specialist in the IU library.

A total of 18 credit hours from African studies must include
1. G732 Bibliography of Sub-Saharan Africa (3 cr.).
2. E431 and E432 History of Africa I-II (3-3 cr.).
3. Y338 African politics (3 cr.).
4. E310 Introduction to the Cultures of Africa (3 cr.).
5. At least 3 credit hours of electives to be chosen in consultation with the African studies area specialist in the IU Library.

The courses from African studies must be taken for *graduate* credit. If the applicant's background already contains course work that is judged to cover any or all of the required areas listed above, suitable electives chosen in consultation with the African studies area specialist may be substituted.

Interested applicants may apply for Foreign Language and Area Studies (FLAS) fellowships through the African Studies Program, Woodburn Hall 221, Indiana University, Bloomington, IN 47405-6000, (812) 855-6825. Students in this specialization also may be eligible for internship opportunities in the IU Library.

Dual Degree Program: Master of Library Science–Doctor of Jurisprudence The dual M.L.S.–J.D. program is intended for students who want to enter law librarianship, in which the law degree is usually required for top positions, and for students who want to enter the legal profession with the training and ability to do their own legal bibliography and research. Students must be admitted to both the School of Library and Information Science and the School of Law. Simultaneous application to the two schools is strongly recommended. The two degrees must be awarded simultaneously.

Requirements for the Master of Library Science degree are as follows:
1. Completion of SLIS courses from the common (9 credit hours minimum) and M.L.S.-specific (9 credit hours minimum) cores for a total of 18 credit hours. Explanations of the common and degree-specific cores are found in the previous section on degree requirements.
2. Other required SLIS courses (6 cr.): L530 and L628.
3. SLIS elective courses, of which L570 and L608 are particularly appropriate, sufficient to bring the total of SLIS credit hours completed to 30.

A minimum of 80 credit hours is required from the School of Law. For specific requirements see the entry for the dual M.L.S.–J.D. program in the School of Law Bulletin.

Dual Master's Degree Program: Master of Library Science–Master of Arts in History Interest in public history, genealogy, historic preservation, and archives and museum administration creates a demand for professionals with expertise in both historical research and information management. The dual M.L.S.–M.A. in history program requires completion of a minimum of 50 credit hours of graduate course work. Students must apply for admission to the master's programs of both the School of Library and Information Science and the Department of History and meet the admission criteria established for each. The two degrees must be awarded simultaneously.

Requirements for the Master of Library Science degree are as follows:
1. Completion of SLIS courses from the common (9 credit hours minimum) and M.L.S.-specific (9 credit hours minimum) cores for a total of 18 credit hours. Explanations of the common and degree-specific cores are found in the previous section on degree requirements.
2. Other required SLIS courses (9 cr.): L586 (or History H547 [Archives]), L596, and L625.
3. SLIS elective courses to bring the total of SLIS credit hours completed to 30.
4. Elective courses in history (6 cr.).

A minimum of 20 credit hours is required in the Department of History for the Master of Arts degree. For specific requirements, see the entry for the Department of History in the Indiana University Graduate School Bulletin.

Dual Master's Degree Program: Master of Library Science–Master of Arts in Music (Musicology or Music Theory) The dual degree program combines an M.L.S. with an M.A. in musicology or an M.A. or M.M. in music theory. The program is intended to produce highly skilled and knowledgeable practitioners in one of the most demanding specializations in librarianship. It combines the advantages of a first-rate library science program, a top-ranked graduate music program, and the librarians and professional staff of one of the country's largest music libraries. Through enrollment in these curricula, students may earn two master's degrees by a combination of work in the School of Library and Information Science and the School of Music amounting to approximately 60 credit hours (6 credits are shared between the two degrees). Applicants are expected to hold at least a bachelor's degree in music from an accredited four-year collegiate institution. For this program, students must apply for admission to both schools and meet the admission criteria established for each. The two degrees must be awarded simultaneously.

Requirements for the Master of Library Science degree are as follows:
1. Completion of SLIS courses from the common core (9 credit hours minimum) and M.L.S.-specific core courses (9 credit hours minimum) for a total of at least 18 credit hours.
2. MUS M539 Introduction to Music Bibliography (3 cr.)
3. For students who have been accepted to the Specialization in Music Librarianship, SLIS L596 Internship in Library and Information Science (6 cr.), 3 cr. of which will normally be in music cataloging; the other 3 cr. may also be in music cataloging or else in music collection development, reference, or technology. (P: M539, L520; P or concurrent: L582)
4. SLIS elective courses, of which L631 Seminar in Music Librarianship (3 cr.) (P: M539 *and* consent of instructor) is particularly recommended, sufficient to bring the total of SLIS credit hours completed to 30.

For the requirements for the Master of Arts in music (musicology or music theory), see the School of Music Bulletin.

Dual Master's Degree Program: Master of Library Science–Master of Public Affairs (Information Systems Management)   The dual M.L.S.–M.P.A. program addresses the demand for information specialists with public management and problem-solving skills. The program requires completion of a minimum of 63 credit hours of graduate course work. Students must apply for admission to the master's programs of both the School of Library and Information Science and the School of Public and Environmental Affairs (SPEA) and meet the admission criteria established for each. The two degrees must be awarded simultaneously.

Requirements for the Master of Library Science degree are as follows:
1. Completion of SLIS courses from the common core (9 credit hours minimum) and the M.L.S.-specific core (9 credit hours minimum) for a total of 18 credit hours. Explanations of the common and degree-specific cores are found in the previous section on degree requirements.
2. SLIS elective courses (12 cr.) to bring the total of SLIS credit hours completed to 30.
3. Elective SPEA courses (6 cr.).

A minimum of 33 credit hours is required in SPEA. For specific requirements see the entry for the dual M.L.S.–M.P.A. program in the School of Public and Environmental Affairs Graduate Programs Bulletin.

Dual Master's Degree Program: Master of Library Science–Master of Arts in Journalism   The dual M.L.S.–M.A. in journalism program provides excellent preparation for professional library and information specialist positions in news media; in corporate, academic, and public libraries; and in data banks. The program consists of a total of approximately 51 credit hours for both degrees. Students must apply for admission to the master's programs of both the School of Library and Information Science and the School of Journalism and meet the admission criteria established for each. The two degrees must be awarded simultaneously.

Requirements for the Master of Library Science degree are as follows:
1. Completion of SLIS courses from the common core (9 credit hours minimum) and the M.L.S.-specific core (9 credit hours minimum) for a total of 18 credit hours. Explanations of the common and degree-specific cores are found in the previous section on degree requirements.
2. Other required SLIS courses (9 cr.): L570, L628, and at least one of the following: L623, L624, or L625.
3. Library science elective courses to bring the total of SLIS credit hours completed to 30.
4. Elective courses in the School of Journalism (6 cr.).

A minimum of 20 credit hours is required in journalism. For specific requirements contact the School of Journalism.

Dual Master's Degree Program: Master of Library Science–Master of Arts in History and Philosophy of Science   This program meets the growing demand for information professionals with a scientific academic specialty and prepares students for a variety of positions in library, research, and archival settings. The program consists of a total of approximately 51 credit hours for both degrees. Students must apply for admission to the master's programs of both the School of Library and Information Science and the Department of History and Philosophy of Science and meet the admission criteria established for each. The two degrees must be awarded simultaneously.

Requirements for the Master of Library Science degree are as follows:
1. Completion of SLIS courses from the common core (9 credit hours minimum) and the M.L.S.-specific core (9 credit hours minimum) for a total of 18 credit hours. Explanations of the common and degree-specific cores are found in the previous section on degree requirements.
2. Other required SLIS courses (9 cr.): L586, L596, and L624.
3. SLIS elective courses to bring the total of SLIS credit hours completed to 30.
4. Elective courses in history and philosophy of science (6 cr.).

A minimum of 21 credit hours is required in the Department of History and Philosophy of Science for the Master of Arts degree. For specific requirements, see the Indiana University Graduate School Bulletin.

Dual Master's Degree Program: Master of Library Science–Master of Arts in Art History   This program is designed to prepare students for professional library and information specialist positions in fine arts and related libraries and information centers. The program requires a minimum of 61 credit hours of graduate course work including a comprehensive set of required courses and overlapping electives. Students must apply for admission to the master's programs of both the School of Library and Information Science and the School of Fine Arts and meet the admission criteria established for each. The two degrees must be awarded simultaneously.

Requirements for the Master of Library Science degree are as follows:
1. Completion of SLIS courses from the common core (9 credit hours minimum) and the M.L.S.-specific core (9 credit hours minimum) for a total of 18 credit hours.

Explanations of the common and degree-specific cores are found in the previous section on degree requirements.
2. Other required SLIS courses (9 cr.): L596, L623, and L630.
3. SLIS elective courses chosen from among L526, L570, L583 to bring the total of SLIS credit hours completed to 30.
4. Elective courses in art history (6 cr.).

At least 31 credit hours in the School of Fine Arts are required. Course work must include A500, A575, A595, and no fewer than two seminars in two areas. Also required are four lecture courses at the 400 and 500 levels, at least two of which must be in Western art.

Dual Master's Degree Program: Master of Library Science–Master of Arts in Comparative Literature   This program prepares candidates for positions in academic, research, and other libraries with a humanities orientation. The total program consists of at least 50 graduate credit hours. Students must apply for admission to the master's programs of both the School of Library and Information Science and the Department of Comparative Literature and meet the admission criteria established for each. The two degrees must be awarded simultaneously.

Requirements for the Master of Library Science degree are as follows:
1. Completion of SLIS courses from the common core (9 credit hours minimum) and the M.L.S.-specific core (9 credit hours minimum) for a total of 18 credit hours. Explanations of the common and degree-specific cores are found in the previous section on degree requirements.
2. At least 12 credit hours of SLIS elective courses appropriate to the student's background and interests.
3. Elective courses in Comparative Literature (6 cr.).

At least 20 graduate credit hours are required in comparative literature course work. The Department of Comparative Literature requires certification in at least two foreign languages, which does not count toward the 20 credit hour total required for the degree. Emphasis in the course work may be in Western literatures, East-West relations studies, Third World literatures, film studies, or studies of the interrelations of the arts (literature, music, the visual arts). For specific requirements see the entry for the Department of Comparative Literature in the Indiana University Graduate School Bulletin.

Dual Master's Degree Program: Master of Library Science–Master of Arts in Latin American and Caribbean Studies   The School of Library and Information Science

(SLIS) and the Center for Latin American and Caribbean Studies jointly offer a three-year program that qualifies students for two master's degrees. Study for these two degrees in the dual program (M.A./M.L.S.) can be completed in a total of 51 credit hours rather than the 66 credit hours that would otherwise be required to take the two degrees separately. In the dual degree specific courses contribute to both degrees. The two degrees must be awarded simultaneously.

Requirements for the Master of Library Science degree are as follows:
1. Completion of three SLIS courses from the common core (9 credit hours minimum) including L507 and L509, and four courses from the M.L.S.-specific core: L520, L524, L526, and L528, for a total of 21 credit hours. Explanations of the common and degree-specific cores are found in the previous section on degree requirements.
2. Other required SLIS courses (9 cr.): L570, L596, and L620 to bring the total of SLIS credit hours completed to 30.

Students take 21 credit hours of advanced courses relating to Latin American and Caribbean Studies (LTAM). The interdisciplinary seminar L501 (3 credits) must be taken, together with 18 credit hours in other LTAM courses or those Latin American and Caribbean Studies courses that are cross-listed with other departments. All other requirements for completion of the Latin American Studies M.A., including language proficiency and thesis or oral examination, remain as listed in the University Graduate School Bulletin. A further 6 credit hours taken in SLIS will count towards both degrees: L620 Topics in Information, Literature, and Bibliography (topic: Latin American Bibliography) and L596 Internship in Library and Information Science (under the supervision of the Latin American Bibliographer)

Application for admission to the dual M.A./M.L.S. degree program must be made to the LTAM program and the University Graduate School for study toward the M.A. and to SLIS for study of the M.L.S. Students must be accepted by all three units in order to be admitted to the program.

Dual Master's Degree Program: Master of Library Science–Master of Arts in Russian and East European Studies   Study for the two degrees can be combined for a total of 54 credit hours rather than the 66 credit hours required for the two degrees taken separately.

Requirements for the Master of Library Science degree are as follows:

1. Completion of three SLIS courses from the common core (9 credit hours minimum) and four courses from the M.L.S.-specific core, L520, L524, L526, and L528 for a total of 21 credit hours. Explanations of the common and degree-specific cores are found in the previous section on degree requirements.
2. SLIS electives (9 cr.), not including L596 and L620, which are considered part of the Russian and East European studies degree, chosen in consultation with the adviser, to bring the total of credit hours to 30.

Students take 24 credit hours in Russian and East European Studies, including R600, R601, four courses from area studies courses (one each from the social science group, the historical/geographical group, the sociocultural group, and the literature group), and two courses in SLIS (L596 and L620, both taught by the Slavic bibliographer), and complete all other requirements for the Russian and East European studies M.A., including the language proficiency exam, M.A. essay, and oral defense.

Application for admission to the dual M.A./M.L.S. degree program must be made to the School of Library and Information Science for study toward the Master of Library Science and to the Russian and East European Institute for study toward the Master of Arts degree. Applicants must be accepted by both degree programs to enroll in the M.A./M.L.S. program. The student must select an M.A. essay committee of three faculty members representing both REEI and the School of Library and Information Science. Both degrees will be awarded simultaneously.

School Library/Media and Information Technology Certification

The student must be admitted to the M.L.S. degree program in order to complete the course work leading to the minor or major in school library or media certification as a library media specialist in Indiana.

Emphasis in this area includes knowledge of a wide range of information sources and formats; selection and preparation of instructional plans and materials; promotion and use of quality literature for children and young adults; management of budgets, staff, and automated information services; collaborative teaching and cooperation with community information agencies; understanding of facilities planning; and instructional design for emerging technological innovations in education.

Individuals specializing in this area are educators, information managers, and instructional designers.

Indiana library/media/technology certification transfers to most other states in the United States. The student seeking certification in a state other than Indiana should contact the certification office in that state to be certain of meeting any additional teacher training requirements.

A student may enter a program leading to either the minor in school library services or the major in school media technology services after completion of a bachelor's degree and *after meeting the requirements for an Indiana teaching license* at either the elementary or secondary level. The bachelor's degree should include a minimum of 90 credit hours in liberal arts. At the secondary level, it is strongly recommended that the student have a teaching major in social studies, language arts, science, or computer technology. Entry requirements for either certification program are the same as for those entering any master's-level SLIS program. A student must submit an application for a certification program before completing 6 credits in SLIS. Questions concerning course work leading to a valid teaching license in Indiana should be directed to the Certification Office, School of Education, IU Bloomington, (812) 856-8511.

The program leading to certification as a school library/media specialist at Indiana University is approved by NCATE, and the SLIS M.L.S. program is ALA accredited.

School Library Services Minor (24 credit hours)

Completion of this minor allows the graduate to hold a building-level position as a professional library media specialist. Course work leading to the minor may be obtained through the SLIS graduate program as follows:

Required course work:
L520, L524, L526, L528, L533, L553, L596
and *one* course from the following school library services minor electives:
L551, L552, L554, L557, L570, L571, L578
or any 3 graduate credits from SLIS seminars, readings, workshops, or special topics courses dealing with educational theory and technology use or information resources for children and young adults.

Completion of 24 credit hours as outlined above will allow the library services minor to be added to the standard teaching license in Indiana. The student may elect to stop graduate studies on completion of the 24 credit hour minor or may complete the M.L.S. degree

by completing three courses from the following:
L503, L505, L507, L509
and one additional course from the school library services minor electives given above or any other course recommended by the student's advisor from the M.L.S. curriculum.

If the student elects to complete the minor *without* seeking the M.L.S., graduate course work from the School of Education and other graduate programs may be used to complete the minor provided they are approved by the director for library media education and the local certification officer. In this case, courses such as R503 Application of Instructional Media or R547 Computer Mediated Learning, for example, would be acceptable. See Indiana University School of Education Bulletin, Instructional Systems Technology, for more options.

If the student holds a life license for teaching in Indiana, the minor in school library services can be added only after it has been professionalized by completion of 12 graduate credit hours beyond the minor. Of the total 36 credit hours, 12 must be in course work that emphasizes use or preparation of instructional technology or application and management of information technology related to public school education.

School Media Services Major (Emphasis in Information Technology) and the M.L.S.

Completion of this 36 credit hour major for school media information technology services to be added to the provisional teaching license also meets the requirements for the M.L.S. degree. Completion of this major enables the student to hold a position as a professional library media specialist with additional responsibilities in information technology and audiovisual services.

Required course work:
L520, L524, L526, L528, L533, L553, L596
plus three courses from:
L503, L505, L507, L509
and two courses from:
L551, L552, L554, L557, L570, L571, L578

The student who holds a life license for teaching in Indiana must professionalize this major before it can be added to the license. Professionalization requires completion of 12 additional graduate credit hours beyond the 36 described above, and these additional credits should be in educational technology, instructional theory, selection and use of instructional resources, and information technology. Any of these additional 12 credit hours may come from graduate programs outside SLIS.

The student should consult with the director for library media education in order to determine approval of these additional courses.

Courses Open to Undergraduates

The following courses may, with permission, be taken in the junior or senior year with a view toward school library certification: L533, L551.

If such course work is taken as an undergraduate, the credit may count as an elective in the student's undergraduate work. Since all course work for either the minor in library services or the major in media services must be taken as a graduate student, an undergraduate who has completed either or both courses listed with a grade of B or better may, on consultation with the graduate adviser, substitute other graduate-level course work from SLIS in meeting the certification and/or M.L.S. degree requirements.

Public Library Certification Requirements

Students who desire certification for positions in Indiana public libraries must meet the requirements established by the State Library Certification Board. For complete information, contact the Indiana Library Certification Board, Indiana State Library, 140 N. Senate, Indianapolis, IN 46204, 1-800-451-6028.

The board lists two kinds of education in determining the grade of certificate granted:

Accredited library education is described as completion of graduate study in an accredited program and validated by a diploma. This level relates to the higher grades of certification: Librarian I, II, or III. Librarian I and II levels have experience as well as educational components. Librarian III is the minimum grade for heads of libraries serving populations of 10,001 to 25,000 and for comparable positions as determined by the library certification board. The Master of Library Science degree from Indiana University meets this requirement.

Approved library education is defined as elementary instruction in library science taken after completion of a prescribed period of undergraduate education. Approved library education requires specified amounts of study in library science and relates to the lower grades of Indiana library certificates. Two levels of approved education are recognized:

• Intermediate library education requires a bachelor's degree and at least 15 credit hours of library science courses. This meets

the requirements for Librarian IV, which is the minimum grade for heads of libraries serving populations of 5,001 to 10,000 and for comparable positions as determined by the library certification board. The following courses at Indiana University meet the intermediate library education requirement for Librarian IV: L507, L520, L524, L528, L533.

- Minimum library education requires at least two years of undergraduate education and at least 9 credit hours of library science courses. This meets the Librarian V level, which is the minimum grade for heads of libraries serving populations of 5,000 or fewer and for comparable positions as required by the library certification board. The following courses at Indiana University meet the minimum library education requirement for Librarian V: L507, L524, L528.

Students wishing to meet Indiana public library certification requirements for Librarian III must meet all requirements for and be admitted to the M.L.S. degree program. Students wishing to take course work toward the Librarian IV and V certifications may, *with permission,* take the required courses without applying to the M.L.S. program. They must enroll as special students and have completed necessary prerequisites. Students wishing to enter as special students must contact the SLIS director of admissions.

Specialist in Library and Information Science

The candidate for the Specialist degree must complete 30 credit hours of graduate course work, of which at least 15 must be taken from the SLIS curriculum. The additional 15 credit hours may be taken in another school or department of Indiana University. The student's entire program must be planned in consultation with the SLIS adviser to meet the student's academic and professional goals. Students must complete the degree requirements within a period of five years.

A maximum of 6 graduate credit hours from another accredited university may, in certain limited circumstances and with the permission of the dean, be applied to the Specialist degree. Outside courses are warranted only when they are relevant to the student's career objectives. Ordinarily permission for such outside course work must be obtained before enrolling in the course. The course must be completed with a grade of B or higher, must not be applied to another degree, and must be taken within the five-year time frame allowed for completion of the degree.

A research project or thesis is not required, but students may receive up to 6 hours of credit by completing such work. An average grade of at least B (3.0) must be achieved in all graduate work taken. Application for degree must be submitted early in the fall semester for December graduation, and early in the spring semester for May, June, or August graduation.

Doctor of Philosophy

The SLIS Ph.D. is a research-oriented program that focuses on advancing and disseminating new knowledge, both basic and applied, about the design, use, management, and evaluation of information systems in all segments of society. This interdisciplinary program brings together relevant knowledge from information science, from the behavioral sciences, and from appropriate research methodologies. The Ph.D program aims to train the next generation of scholars in the field to conduct research of the highest quality. As a result, emphasis is placed throughout the program on research experience, public discussion and dissemination of research findings, and the development of methodological skills and theoretical knowledge.

SLIS Minor

The School of Library and Information science offers an outside minor for Ph.D. students in other fields in accord with the regulations of the University Graduate School. Students usually take a minimum of 12 hours of graduate credit in fulfilling this option. Inquiries should be addressed to the director of the SLIS doctoral program.

Ph.D. Program Requirements

Each of the following is required of all students:

Course Credits

Each doctoral student at Indiana University is required to complete at least 90 credit hours of an advanced course of study. Up to 30 credit hours earned in a master's or specialist degree program may be transferred to the doctoral program, provided they meet time limit requirements and are relevant to the student's doctoral area of concentration.

Research Ability

Through the practicum (L702) and other research experiences (e.g., L710), the student must demonstrate skill and judgment in the practice of research. In the qualifying exam, the student must demonstrate capability to

synthesize and articulate methodological and theoretical issues relevant to the area of specialization.

Doctoral Dissertation

The student must prepare and defend a dissertation in accordance with the regulations specified by SLIS.

The Ph.D. is awarded by the Indiana University Graduate School, which establishes minimum standards for graduate work throughout the university. Candidates for the degree of Doctor of Philosophy must fulfill the requirements stated in the Indiana University Graduate School Bulletin, including the residency requirement of ''two consecutive semesters during one academic year on the Bloomington or Indianapolis campus.'' All SLIS students who are candidates for the doctoral degree should familiarize themselves with the requirements listed in this bulletin and with the requirements listed in the Indiana University Graduate School Bulletin.

SLIS Program of Studies

Doctoral programs are long and complex. Students admitted to the SLIS program will be provided with a document outlining the procedures of the Ph.D. program in Library and Information Science. They should consult this document for information concerning important milestones in the program, including required forms and committee meetings.

Of the 90 credit hours, 60 must be taken at the Bloomington or Indianapolis campus (or both) of Indiana University. All course work, except dissertation credits, must be completed within seven years of matriculation. Students must select at least one minor subject area from those areas of graduate study outside of SLIS that have been approved by the University Graduate School. The determination of minimum requirements and examination procedures (if any) for the minor is entirely at the discretion of the minor department or program.

Course Revalidation

Course work used in the doctoral program must have been taken in the last seven years, or it must be revalidated. Revalidation is the process whereby a student demonstrates current knowledge of course material that was previously taken. All course work offered toward the doctoral degree that is over seven years old at the time of passing the qualifying exam must be revalidated. Courses over 20 years old may not be used in the doctoral program.

Forms for revalidation and information regarding methods of revalidation are

available from the dean's secretary at the Bloomington office. Old courses must be revalidated individually. The revalidation evidence for each course must be assessed by a SLIS faculty member who teaches the course being revalidated. The revalidating faculty member must be personally convinced, based on present evidence, that the student has current mastery of course concepts and principles. Permission to use a part-time member of the faculty for revalidation of course work must be secured from the director of the SLIS doctoral program. For instance, if a student earned a master's degree 10 years ago, and sought to revalidate 30 credit hours of courses, SLIS may approve only some of these credit hours, depending on current curriculum and faculty.

Advisory Committee

Upon enrollment in the program, each doctoral student will be assigned a faculty adviser. This assignment is made primarily on the basis of the student's background and interests as shown in the application. Before the end of one year in the program each student must have established an official advisory committee and must submit a committee-approved program of studies outline to the director of the doctoral program. The official committee may, but need not, include the initial adviser.

The official advisory committee consists of at least three faculty members. Two must be from SLIS and one from the outside minor area. The committee chair, who becomes the student's primary adviser, must be a full-time SLIS faculty member. At least two of the members of the advisory committee, including the chair, must be members of the University Graduate School faculty. The advisory committee shall approve the student's program of study and counsel the student until the passing of the qualifying examination.

Program of Studies Form

A form for listing all courses to be included in a student's program of studies is available from the SLIS graduate secretary's office. Program requirements fall into several component categories, as explained below. The student, with the advisory committee chair, will select courses to be included in the program of studies. An advisory committee meeting, during which all committee members review and approve the program of studies, is required. The program of studies must then be approved by the coordinator of the doctoral program. *If a completed program of studies form is not submitted within one year of matriculation, enrollment will be discontinued.*

Doctoral Program Components

Within the 90 credit hour total, the student must take 13 credit hours of required SLIS research seminars, 9 credit hours of research skills and statistics (which may be from another IU department), at least 24 credit hours that represent a major area within librarianship or information science, and 12 to 15 credit hours that represent an outside minor area. The dissertation normally equals 15 hours of deferred thesis credit.

Major (24 cr.)

A major area of concentration consisting of a minimum of 24 credit hours of course work in the selected field of specialization is required. There is substantial flexibility in the area of specialization. Courses from related areas of study may be included in the major component if their relevance to the major can be demonstrated and if committee approval can be secured.

SLIS Required Seminars (13 cr.)

Candidates for the degree of Doctor of Philosophy are required to take a sequence of 700-level research seminars as part of their program: the L701 seminar, an introduction to doctoral research in library and information science; L702 (I/II), two semesters of research practicum with individual faculty members, where the student learns to do research by participating in the ongoing research program of faculty members; L710, which provides students with an opportunity (prior to work on the dissertation) to perform research in their area of interest under the sponsorship and supervision of a faculty member; and L790, designed to give students an opportunity to develop a research proposal for their dissertation.

Research Skills Core (9 cr.)

A 9 credit hour research and statistics core component is required. This includes completion of a basic graduate-level statistics course taken outside the school and either an intermediate graduate statistics course or a graduate course in research design. The research skills component may then be completed by passing, with a grade of B or higher, a third graduate-level course in statistics or a course in research design. SLIS course L709 may be taken as a graduate course in research design as part of this requirement.

Minor (12-15 cr.)

A minimum of 12 credit hours of course work, related to the student's research interests and taken outside the School of Library and Information Science, is required. The minor

representative must approve the selection of courses in the minor area and will determine the total number of credit hours required for the minor. Students have completed minor work and have selected graduate faculty representatives from outside SLIS in such departments as computer science, psychology, education, cognitive science, instructional systems technology, business, public affairs, and higher education administration. The doctoral student at SLIS, with the guidance of the advisory committee, is encouraged to shape a doctoral program that meets his or her specific career and research goals.

Courses Outside the Major

21 credit hours of other graduate course work, generally taken in areas outside the student's major area of concentration, may be offered as partial fulfillment of the required 75 non-dissertation credit hours.

Dissertation Credit

Normally, 15 credit hours of deferred dissertation credit (L799) may be offered in order to complete the required 90 credit hours. Students should not enroll in L799 until all or most of the 75 non-dissertation credit hours have been completed.

Qualifying Examination

The general aim of the qualifying examination is to provide students with an opportunity to research an area in depth, to write a lengthy paper summarizing their findings, and to defend publicly their work to their peers and to the full faculty. The work is more than just a literature review that will form the basis of several chapters in a dissertation. Students are expected to explore, explicitly and in depth, the theoretical and methodological issues pertinent to their research area. The research must focus on an area of relevance to the field, established in consultation with the advisory committee, and the final product must establish this relevance to its audience. The output of the work will be a written review (c. 10,000 words). Students then present their work to the full faculty and doctoral students.

Students should expect to complete at least two semesters of work in order to prepare and pass the qualifying exam. Since the qualifying exam carries no course credit, a student will be expected to register for L600 readings courses with relevant faculty in preparation for the qualifying paper. The public presentation will involve a 90-minute session divided approximately equally between student presentation and open discussion. This time is flexible, and faculty questioning may extend the estimated 90 minutes as necessary. Full details of the qualifying exam procedure are

presented in the doctoral handbook given to all doctoral students on entry to the program.

Admission to Candidacy

Upon passing the qualifying exam, the student is nominated to candidacy. Admission to candidacy will not be awarded, however, until all required course work has been completed and/or validated. Thus, there may be a delay between passing the oral qualifying examination and admission to candidacy. *The date of passing the oral qualifying examination is a critical date. The seven years for course currency are counted back from this date. The seven years for completion of the dissertation are counted forward from this date.*

The Dissertation

Maintaining Active Student Status

After admission to candidacy, doctoral students must register for at least 1 credit hour each semester (excluding summer sessions) in order to maintain active student status. This is normally done by enrolling in one or more hours of dissertation credit (L799). After 90 total credit hours of program course work have been completed, students may enroll in G901 Advanced Research in order to maintain active status. G901 is a 6 credit hour course with a flat fee of $100. This is an inexpensive way for students to maintain a "full load." Enrollment in G901 is limited to six semesters, and it is not offered in summer sessions. Registration *in absentia* for L799 and G901 is available for doctoral students who reside more than 25 miles from the Bloomington campus.

Seven-Year Rule

The dissertation must be completed within seven years of passing the oral qualifying examination. At this time doctoral candidacy is terminated for students who have not completed the dissertation. Such students may apply for readmission. This process is initiated with a letter to the director of the doctoral program requesting readmission. Students applying for readmission are subject to current admission criteria. If readmitted, such students must retake the qualifying examination and fulfill other conditions imposed by the school in order to establish currency. If the qualifying examination is passed and the other conditions are met, these students are readmitted to candidacy. They have only three years from this date to complete a dissertation.

Portfolio

After completion of the first calendar year in the program, and on an annual basis until successful defense of a dissertation proposal, a

student will present a portfolio representing a self-evaluation of progress to date. The portfolio will be compiled according to guidelines provided in the doctoral student handbook. It will be reviewed by the Advisory Committee and the faculty members of the Doctoral Steering Committee.

Research Committee

After admission to candidacy, the student must assemble a research committee. The doctoral research committee has the responsibility to guide the candidate through the dissertation process and to conduct the final oral defense. The research committee must have at least four members. Three must be from SLIS and one from the student's minor. At least one member of the committee must have particular expertise in the research methods to be used in the study. The committee chair must be a full-time faculty member in the student's major area. Usually the committee chair is also the dissertation director; however, it is acceptable for another committee member with particular expertise in the area of the study to direct the dissertation. A form for the appointment of the doctoral research committee is available from the SLIS graduate secretary.

All members of Ph.D. research committees must be members of the University Graduate School faculty. Two must be full members. The committee chair and the dissertation director must be full members of the University Graduate School faculty. If an associate or affiliate member of the University Graduate School faculty has special expertise in the area of the student's research, the research committee chair and the associate dean may petition the University Graduate School to allow the associate or affiliate faculty member to direct the student's dissertation.

In some instances it is possible to include a committee member who is not an Indiana University faculty member, such as a faculty member at another university, on a doctoral committee. To receive approval for such a substitution, two conditions must be met. The substitute member must have special expertise not available among IU graduate faculty, either in the major area of study or in the research methodology, and the substitute member must have a strong history of research.

Selecting a Committee

The procedure for selecting a research committee chair and research committee members varies from student to student. Ideally, each student has, by this time in the program, formed a mentoring relationship with one or more faculty members. Often the advisory committee chair is the student's

mentor and becomes the research committee chair. In such a case the student and chair typically have had discussions about tentative dissertation topics before admission to candidacy and before the selection of other research committee members.

It is not required that the advisory committee chair be asked to chair the research committee, nor that the advisory committee chair agree to chair the research committee. Ultimately, the choice of a research chair involves a combination of personal compatibility and compatibility of research interests of the student and the chair. The student and the chair typically confer regarding the selection of other research committee members.

A one- to two-page dissertation prospectus must be submitted with the Nomination of Research Committee Form. This prospectus should include a clear statement of the questions to be addressed in the study, an outline of the design of the study, the research methods to be used, and a discussion of the contribution of the study to theory. The prospectus should play an important role in the selection of the research committee. This document allows prospective members to decide whether to participate in the study. It is unwise for faculty members to make a commitment to serve on a student's research committee before a written prospectus is presented for examination.

Dissertation Proposal

The student is required to develop and submit a dissertation proposal, a document that is not only considerably more detailed than the prospectus but contains sufficient detail to allow a reader to ascertain the student's research intentions unambiguously. The proposal normally should contain the following elements: a statement of purpose, rationale, literature review and theoretical framework, research questions, proposed procedures, sources of data and methods of data collection, methods of data analysis, and a statement about the significance of the study.

The required course, L790 Seminar in Library and Information Science Research, should be taken in the semester immediately following completion of the qualifying examination. This course provides a structure within which to develop the proposal. If a number of students are enrolled in L790, it will meet regularly as a seminar. If only one person is enrolled, the course will be conducted as an independent study. In either case, the student will have an opportunity to work on the proposal under the guidance of the course instructor with regular input from the research committee chair. In a paced manner, the student will compose and revise each section of the proposal until a

satisfactory initial draft is (in the judgment of the committee chair) ready to be submitted to the research committee. Students will not receive a letter grade in L790 until such time as they have successfully defended their proposals. If the process extends beyond the semester in which a student registers for L790, an Incomplete will be assigned.

The student must provide copies of the proposal to all members of the Research Committee for comment and guidance and convene meetings of an advisory nature as needed. The Research Committee chairperson, acting on written reactions to the proposal by other committee members, will determine when the proposal is sufficiently developed to schedule the meeting for its defense. With the help of the dean's secretary, the student is responsible for scheduling the proposal defense. The student must prepare an abstract of the proposal and provide copies to all regular full-time SLIS faculty, together with an announcement of the defense date, and place one copy of the full proposal on reserve in the SLIS library. This should be done at least two weeks before the scheduled defense date.

The student must defend the proposal in public, i.e., before the research committee and other faculty and students desiring to attend. Assuming a successful defense, the chairperson obtains signatures of committee members on the Nomination of Ph.D. Research Committee Form. The SLIS graduate secretary obtains the signature of the director of the doctoral program and then forwards this form to the Dean of the University Graduate School.

Note that the dissertation proposal is one of the most important landmarks in the course of study for the Ph.D. It is a statement of intended dissertation research, and its successful public defense is an indication that the proposed work is likely to meet the standards of the field. The defended proposal is also a form of contract between the student and the advisory committee as to the work to be submitted in the dissertation. To this end, the proposal defense is more critical in nature than the dissertation defense.

Use of Human Subjects

If the proposed research involves the use of human subjects, a research review form for the use of human subjects must be completed. This form must be approved by the Campus Committee for the Protection of Human Subjects before the data collection begins. Forms may be obtained from the dean's secretary, but any questions about this procedure should be addressed directly to the Research Risk Compliance Officer, Sponsored Research Services, Bryan Hall 010, Bloomington, (812) 855-3067.

Dissertation Manuscript

A Guide to the Preparation of Theses and Dissertations is available from the SLIS graduate secretary or the University Graduate School. This document contains detailed instructions for the preparation and submission of the dissertation manuscript. Two copies of the dissertation are requested by the University Graduate School, one bound and one unbound. The candidate should also provide the School of Library and Information Science Library with one bound copy and the research committee chairperson with one bound copy. As a courtesy, although it is not a requirement, doctoral candidates often present each of their research committee members with a bound copy of the dissertation as well.

Final Oral Defense

After the dissertation manuscript is completed, an oral public examination is scheduled, allowing the candidate to defend the dissertation research. This defense may not be scheduled less than six months after the date on which the research committee was approved. Committee members must receive a clean copy of the dissertation manuscript at least four weeks before the defense. The candidate should prepare a thesis summary for approval by the committee chair. The dissertation defense announcement, which includes the summary, must be submitted to the University Graduate School office at least one month before the date of the final defense. This is a public defense, and anyone who so desires may attend.

The University Graduate School awards Ph.D. degrees on the last day of each month. Final copies of the dissertation must be submitted 30 days before degree conferral. Since there are often editing changes after the final defense, degree conferral is typically more than 30 days after the defense.

General Information

Grade Computation

Instructors in the School of Library and Information Science use a grading system that includes plus and minus grades as well as straight letters. Numerical equivalents for these grades are as follows: A+ or A = 4.0; A- = 3.7; B+ = 3.3; B = 3.0; B- = 2.7; C+ = 2.3; C = 2.0; C- = 1.7; D+ = 1.3; D = 1.0; D- = 0.7; F = 0.0.

Letter grades have been defined as follows by student and faculty members of the Curriculum Steering Committee and have been approved by the faculty as an aid in evaluation of academic performance and to assist students by giving them an

understanding of the grading standards of the School of Library and Information Science.

- A (4.0) Outstanding achievement. Student performance demonstrates full command of the course materials and evinces a high level of originality and/or creativity that far surpasses course expectations.
- A- (3.7) Excellent achievement. Student performance demonstrates thorough knowledge of the course materials and exceeds course expectations by completing all requirements in a superior manner.
- B+ (3.3) Very good work. Student performance demonstrates above-average comprehension of the course materials and exceeds course expectations on all tasks as defined in the course syllabus.
- B (3.0) Good work. Student performance meets designated course expectations, demonstrates understanding of the course materials, and performs at an acceptable level.
- B- (2.7) Marginal work. Student performance demonstrates incomplete understanding of course materials.
- C+ (2.3) Unsatisfactory work and
  C (2.0) inadequate understanding of course materials.
- C- (1.7) Unacceptable work; course work
  D+ (1.3) performed at this level will not
  D (1.0) count toward the M.L.S. or M.I.S.
  D- (0.7) degree; for the course to count toward the degree, the student must repeat the course with a passing grade.
- F (0.0) Failing. Student may continue in program only with permission of the dean.

Grades are assigned by individual instructors based on a combination of student performance measures developed for each course. Student achievement of course objectives is usually assessed through the use of multiple performance measures. For example, a combination of several of the following assessment methods is common: examinations, class participation, written assignments and exercises, research papers, or term projects. Other methods, depending on course content and objectives, may include in-class small group exercises, oral presentations, field-based projects and field experiences, role playing, or case study presentations.

No course on which a student receives a grade of lower than C (2.0) will be counted toward

requirements for any SLIS degree. Any required course on which a grade lower than C is received must be repeated; an elective course on which an unacceptable grade is earned need not be repeated, but it may be repeated or another course must be taken in its place. Repeating an unacceptable course or taking another in its place does not remove the credit points for that course from grade point average. *All* grades achieved in SLIS courses will be counted in the SLIS and IU GPA. Since a minimum GPA of 3.0 (B) is required for graduation, any grade below B must be balanced by another sufficiently above B to keep the GPA at the 3.0 level.

Grade of Incomplete

The grade of Incomplete (I) may be used on the final grade report at the discretion of the instructor. The grade I indicates that the student's work in a course is satisfactory thus far but has not been completed as of the end of the semester.

The grade of Incomplete may be given only when the completed portion of a student's work in a course is of passing quality, and may be awarded only upon showing hardship to the student that would make it unjust to hold the student to the original time limit for course completion. It is the responsibility of the student who has incurred a grade of Incomplete in any course to fulfill the requirements of that course within a maximum of one calendar year from the date on which the I grade is recorded. After one calendar year, a grade of Incomplete automatically changes to a grade of F on the student's record.

Deferred Grade (R)

Certain doctoral-level courses, such as L799 and G901, in which candidates enroll while working on their dissertations, are expected to take longer than one year. In these instances, an R, indicating that the grade has been deferred, will be assigned until such time as the dissertation is completed.

Computer Accounts

All SLIS students are eligible for and *required to obtain* computer accounts from University Information Technology Services immediately upon matriculation. These accounts include an electronic mail component, which is utilized by SLIS for both official and nonofficial communication. Student job openings, scholarship and financial aid opportunities, deadlines for submission of official paperwork, and announcements of social functions are just a few examples of the information disseminated via electronic communication. Students will be held responsible for receiving and responding as appropriate to all official electronic mail.

Placement

The range of placement services available from the School of Library and Information Science includes instruction on resume and cover letter writing and on interviewing strategies, both on an individual basis and through group presentations. In addition, all position announcements received are posted daily, and a monthly placement bulletin is available. This bulletin is available upon request and free of charge to SLIS alumni during the year following their graduation. All others may supply stamped, self-addressed business envelopes, one for each month, to have the bulletin mailed to them. An online version of the placement bulletin is available at: http://www-slis.lib.indiana.edu/Profession/JobPlacementBulletin/jobpage.htm

SLIS does not maintain placement files on individual alumni; however, the School of Education makes the services of its Placement Office available to SLIS graduates wishing to establish such a file.

SLIS Alumni Association

The School of Library and Information Science Alumni Association has as its purpose the furthering of educational, professional, and social interests of the school and its alumni. The association publishes a semiannual newsletter to keep alumni informed about developments within the school and news of each other. In addition the SLIS Alumni Association sponsors two events annually, one in May and one in December, to honor SLIS graduates. The Alumni Association, in cooperation with the school, also sponsors a minimum of two receptions per year at annual conferences of state and national professional organizations.

Summer Sessions

The School of Library and Information Science offers one of the largest selections of summer classes proportional to school enrollment. The two summer sessions are a six-week session from early May to mid-June and an eight-week session from mid-June to mid-August. It is possible for some students to complete a SLIS Master's degree by attending only summer sessions over the period of five years allowed for degree completion. Students are cautioned, however, that not all courses are or will be available during summer sessions. For additional information consult the Summer Sessions Bulletin and the schedules of SLIS courses that are available from the school.

Financial Aid

Any applicant who fills out the application for SLIS financial aid, which is part of the SLIS master's and Specialist applications, will be considered for all financial aid awards listed

below. A student must be admitted to a graduate degree program in order to be eligible for financial aid from SLIS. Students with financial assistance must make adequate progress toward their degree each semester and meet all other requirements of the award, or financial support may be discontinued. Stipends and salaries earned by graduate students are taxable. It is our understanding that fellowships and fee scholarships are not taxable under current regulations; however, it is the responsibility of each recipient to confirm the tax status of any award with the Internal Revenue Service.

Fee Scholarships   Each year the School of Library and Information Science awards a number of scholarships for the academic year to students on the Bloomington campus. These awards cover 30 credit hours of tuition fees, excluding the university's dedicated fees, which are currently about $22 per credit hour. The majority of these scholarships are awarded to students matriculating in the fall semester, and the 30 credit hours of fee scholarship must be used within one calendar year of the award. These awards are linked to the guaranteed hourly positions described below. Acceptance of the fee scholarship implies acceptance of an hourly position. No SLIS master's or Specialist student may receive a fee scholarship for more than one calendar year. Deadlines for applications are indicated in earlier section on application procedures.

Guaranteed Hourly Positions   The School of Library and Information Science guarantees hourly positions in the school or the University Libraries as part of the Bloomington fee scholarships described above. These positions offer valuable experience to students who show high potential as librarians and other information professionals.

Graduate Assistantships   Several graduate assistantships are available to SLIS master's degree candidates through the University Cyclotron Facility, Department of Chemistry, and, on some occasions, other university departments. These assistantships, which include fee scholarships and stipends, require the appropriate academic background for part-time service in the specific department or agency.

Financial Aid on the IUPUI Campus
Graduate assistantships that include tuition remission and employment in the University Library are available to SLIS students attending classes on the Indianapolis (IUPUI) campus. For information about eligibility requirements and application procedures, please contact the SLIS Office, University Library 1110C, IUPUI.

Fellowship Awards The school also offers some one-time cash fellowship awards to new and continuing students in the SLIS degree programs. Some of these are the following:

The Margaret I. Rufsvold Graduate Fellowship of $2,000 is named for the first dean of the school and is awarded annually to a person whose record gives evidence of superior potential for success as a library/information professional. The recipient must be a full-time SLIS student on the Bloomington campus carrying at least 9 hours of credit each semester as a candidate for the master's or Specialist degree. All applicants for SLIS financial aid are considered for this award.

The Clayton A. Shepherd Scholarship of $2,000 was established in memory of Associate Professor Shepherd, who had been a member of the SLIS faculty for 13 years at the time of his death. This award is made annually to a SLIS master's or Ph.D. student whose major emphasis is in information science and technology. Recipients must be scheduled for full-time study at IU SLIS in the fall semester following the spring when the award is made. Applicants must submit an essay of 500-750 words detailing their interest in information science and technology and their goals after completion of the SLIS degree program. The essay, plus name, address, and telephone number, should be sent to: Director of Admissions, SLIS, 10th and Jordan, Indiana University, Bloomington, IN 47405-1801. Deadline for submission is March 1.

The Yuan T'ung-Li Memorial Fellowship of $1,000 is a memorial to the late Yuan T'ung-Li, director of the National Library of Beijing, who was associated with the Library of Congress for much of his later life. The award is made annually to a Chinese student who is a citizen of the P.R.C. or the R.O.C. (Taiwan) and who demonstrates high potential for success as a library/information professional. Applications for the Yuan fellowship must include an essay of approximately 500 words expressing the applicant's philosophy of library/information service and professional goals following graduation. The essay must be accompanied by proof of at least one year's previous employment in a library or information facility and the applicant's name, address, and telephone number. Applicants must be currently enrolled full-time in SLIS or scheduled for full-time enrollment for a summer term or the fall semester following the spring of the award. Application materials should be sent to: Director of Admissions, SLIS, 10th and Jordan, Indiana University, Bloomington, IN 47405-1801. Deadline for submission is March 1.

The InULA Scholarship of $1,000 is awarded annually by the Indiana University Librarians Association to a full or part-time student currently enrolled in a School of Library and Information Science master's degree program. Students must complete an application form (obtainable from SLIS) and a statement of professional philosophy and goals and arrange to have at least one letter of reference sent directly to the current InULA president as listed on the application each year. InULA reserves the right to publish the winning statement in its newsletter. Deadline for submission is March 1.

The Evelyn Ray Sickels Award of $250 is made each spring to an M.L.S. candidate who demonstrates exceptional potential in the field of youth librarianship. SLIS students graduating the December preceding or the May, June, or August of the award year are eligible to apply. The award requires submission of an application form, a 300-500 word statement of the individual's philosophy and goals in youth librarianship, and two letters of reference. Deadline for submission is March 15.

Other awards include the *Caroline Smerk Memorial Award,* given annually by Caroline's parents in aid of a current SLIS student studying toward a career in Fine Arts Librarianship, and the *Dennis Grumling Memorial Award,* presented annually to a SLIS student who has excelled in cataloging and demonstrates promise of success in the profession.

Indiana Library Federation Scholarships are awarded annually by the ILF to students who are Indiana residents, have economic need, and are studying or wish to study for a career in librarianship. Awards are made each spring, and recipients must agree to work in an Indiana library for one year following degree receipt. Details for application are publicized each spring by SLIS and the federation.

Association for Indiana Media Educators Scholarships are offered to students planning a career in Indiana school libraries and media centers. Application details are published by the association and SLIS when they become available.

Other financial aid opportunities are publicized by the school as they become available. This information is available primarily on the SLIS-L Listserv via electronic mail.

Student library employment is frequently available for SLIS students who wish to obtain part-time positions in the University Libraries and in other library and information facilities in the area. SLIS publicizes these opportunities

as they become available, but SLIS does not accept applications for such employment. All hiring is done directly by the specific libraries. Students may also contact specific libraries or information facilities in the area concerning employment potential.

Student loans and other financial aid opportunities are available to graduate students in Bloomington through the Office of Student Financial Assistance, Franklin Hall 208, IU, Bloomington, IN 47405-2801, (812) 855-3278. Information on funding sources is available to students at IUPUI through the Office of Student Financial Aid, Cavanaugh Hall 103, Indianapolis, IN 46202-5145, (317) 274-4162.

International student aid from the School of Library and Information Science is very limited. Aid available from the school for beginning students is normally restricted to U.S. citizens and permanent residents. In some cases a continuing international student will receive financial assistance following the first semester in SLIS, but in no case does the available aid approach the entire amount needed for the support of an international student attending a graduate degree program at Indiana University. International students are advised not to count on any financial assistance from the school, but to seek sponsorship and support from other sources. The university will not issue visa documentation until the international student submits evidence of complete financial support. Information on other financial aid for international students may be obtained from the Office of International Services, Franklin Hall 306, Bloomington, IN 47405-2801, (812) 855-9086.

SLIS Financial Support for Doctoral Students

There are a variety of sources of financial aid for doctoral students, including fellowships awarded by the university to outstanding graduate students, and government-funded awards under the GAANN program. SLIS also provides support to Ph.D. students in the form of graduate assistantships and other kinds of direct aid. Graduate assistantships are usually awarded to students who have been involved in ongoing research projects. Newly admitted students are often awarded other forms of financial aid. International students are required by the University Graduate School to demonstrate financial independence before being admitted to the program.

Courses

Note: The abbreviation P refers to the course prerequisite or prerequisites. Undergraduate courses are marked by the sign *. Undergraduate students will be admitted only to the 100-level courses. Undergraduates wishing to enroll in higher-level SLIS courses must receive written permission from the school prior to registering for the course.

L140* Information Resources and Student Research (1 cr.) Concepts of information, research processes, and techniques and skills for using information resources are examined. Resources explained include traditional print sources as well as those based on new technologies, such as computer databases and multimedia applications. Similar to L161 but has been designed for IUPUI students and programs incorporating technology and off-campus learning.

L150* Information Sources in Telecommunications (1 cr.) Designed specifically for undergraduates who are premajors or majors in telecommunications and who are required to complete a research project or term paper. Training in use of computerized database systems, as well as selection and use of advanced reference sources. Graded on a Pass/Fail basis.

L155* Information Resources in Journalism (1 cr.) Designed specifically for undergraduates who are premajors or majors in journalism. Introduction to information sources and services of the Main Library, Journalism Library, and other appropriate library collections. Training in use of computerized database systems, as well as selection and use of other advanced reference sources.

L161* Library Skills and Resources (1 cr.) Designed for undergraduates. Techniques and skills for researching term papers, speeches, and other library projects.

L401* Computer-Based Information Tools (3 cr.) Graded S/F. This skills-based course introduces basic applications that will be used throughout the student's course work and beyond. Students' experiences in this course should be seen as a basis for further skill development and learning throughout their careers. The course covers computing platforms, access tools, and management tools. Demonstration of skills will be by a mastery test or an assignment in each unit of the course. *L401 does not count toward graduate degree requirements.*

L501 Information and Society (3 cr.) Introduces issues related to information in society, as well as concepts, methods, and techniques of information science. Major units

include the study of human communication, the information environment, uses and users of information, information systems in libraries, and the information professions.

L503 User Needs and Behavior in Theory and Practice (3 cr.) This course introduces students to the concepts of information analysis from a human perspective, focusing particularly on the theoretical models and practical techniques that underpin the field. Sociological and psychological perspectives will be examined in order to develop an approach to the assessment of users' information needs.

L505 Organization and Representation of Knowledge and Information (3 cr.) Introduces students to various disciplines' approaches to the understanding, organization, representation (summarizing), and use of knowledge and information. This survey looks for commonality among the approaches taken in information science, cognitive psychology, semiotics, and artificial intelligence, among others. The goal is to identify criteria for evaluation and improvement of ways to organize and represent information for future retrieval. Information systems currently used in libraries and information centers will be studied as examples. Emphasis in the course is on concepts and ideas, with appropriate attention to terminology and technology.

L507 The Management of Information Environments (3 cr.) The course is designed as a fundamental course in understanding organizations as a foundation for managing information in them and for performing general management activities. The course offers introductory coverage of four main areas: models of organization, group and individual behavior, operations and facilities planning, and budgeting and fiscal planning, especially as these apply in information management environments.

L509 Introduction to Research and Statistics (3 cr.) P: L401, completion of 9 credit hours in SLIS, or consent of instructor. The research process, including concepts, design, conduct, and evaluation. Principles and characteristics of approaches and methodologies relevant to research in the field. Examples of data sources and introduction to methods of statistical description and analysis; ethical issues.

L515 History of the Book (3 cr.) Survey of the functions and history of writing and the various methods and styles of bookmaking from earliest times through the nineteenth century.

L516 Introduction to Archives and Records Management (3 cr.) Introduces basic theories, methods, and significant problems in archives

and records management. The course also discusses how archivists are responding to the challenge of managing and preserving electronic records.

L517 History of Libraries (3 cr.) Development of libraries and information service from earliest times to the present, with emphasis on the library in relation to social, economic, cultural, and political trends.

L520 Bibliographic Access and Control (3 cr.) P: L401. Historical development and principles essential to the understanding of the conceptual foundations of providing bibliographic access and control of materials and information. Discussion and examples in the application of AACR2r will be presented to illustrate and reflect current practice. Emphasis is on monographic publications.

L522 Perspectives on Librarianship, Literacy, Communications, and Reading (3 cr.) Overview of the library as a social institution, historically, currently, and for the future, within social, economic, political, and cultural contexts. Focuses on the institution, the collections and formats, and the users to create an understanding of the role and importance of libraries.

L524 Information Sources and Services (3 cr.) P or concurrent: L401. This course introduces students to the basic information sources and services among different types of libraries and information centers, including academic, public, special, and school media.

L526 Library Automation (3 cr.) P or concurrent: L401. Principles for the design, selection, implementation and management of automated systems of all types in libraries, including systems for technical services processing, reference and user services, and management. Focus is on present and future applications of technology in libraries, their technical features, and their implications for library services and management. When possible, some practical experience with a particular application will be provided.

L528 Collection Development and Management (3 cr.) Theoretical and pragmatic aspects of the selection, evaluation, and management of collections in all types of libraries. Acquisitions, publishers and publishing, policy making, and intellectual freedom and censorship are also covered.

L530 Legal Bibliography and Law Library Administration (3 cr.) P: L524 or consent of instructor. An introduction to basic legal materials and law librarianship. Primary and secondary resources; indexes; digests and citators; specialized research methods; current developments in automated legal research. History of law libraries in the U.S., their organization and administration. The role of law librarians in law schools and law firms.

L533 Library Materials for Children and Young Adults (3 cr.) Evaluation and use of books, magazines, recordings, films, radio and television broadcasts, and other sources of information and recreation.

L534 Principles and Techniques of Storytelling (3 cr.) P or concurrent: L533 or consent of instructor. The history, philosophy, and value of storytelling. Guidance in techniques of this oral art form and its adaptation to special needs and programs.

L535 Library Services for Children and Young Adults (3 cr.) P or concurrent: L533 or consent of instructor. This course emphasizes the history, philosophy, and description of children and young adult library services. It takes a holistic look at the role of the youth services librarian from planning and evaluation to specific services and programs, and examines the current and future outlook for this type of librarianship. Emphasis is on the public library, but cooperation with appropriate services and programs such as school media centers is also discussed.

L542 Introduction to Human-Computer Interaction (3 cr.) Examines the human factors associated with information technology and seeks to provide students with knowledge of the variables likely to influence the perceived usability, and hence the acceptability, of any information technology. In so doing it will enable students to progress further towards specialist work in the important field of human-computer interaction.

L543 Strategic Intelligence (3 cr.) Introduces different concepts of strategic intelligence, and different contexts in which these are applied; the idea of intelligence is not restricted to national security, or corporate competition: it can apply at the level of the individual citizen, company, community, or country.

L544 Information Technology Standardization (3 cr.) P: L401. This course presents students with an opportunity to learn about specific information technology standards of interest to information professionals. Additionally, students will learn about various standardization activities and their impact in organizational settings.

L545 Systems Analysis and Design (3 cr.) Using a behavioral approach to information systems, this course covers information systems designed to conform to the needs of users.

L546 User-Centered Database Design (3 cr.) P: L401 or consent of instructor. Concerned with a comprehensive view of the processes involved in developing formal access to information from a user-centered point of view. Considers various database models such as flat file, hierarchical, relational, and hypertext in terms of text, sound, numeric,

image, and geographic data. Students will design and implement databases using several commercial database management systems.

L547 The Organizational Information Resource (3 cr.) This course introduces some of the models and methodologies that have been proposed to help managers exploit the information resource. Topics include historical overview, structure and content of the organizational information resource, and resource modeling.

L550 Issues in the Management of Library Services and Programs P: L507. A special topics course providing in-depth study of management and service issues relevant to a specific type of library or information environment. May utilize a seminar format. Specific topics announced in *Schedule of Classes*. May be repeated for credit when topic varies.

L551 Information Inquiry for School Teachers (3 cr.) This course is intended to be an opportunity for teachers and future teachers (including school library media specialists as teachers) to practice methods in critically thinking about information/media, and to use that process as a means to teach their students to be critical reviewers and communicators as well.

L552 Audio and Video Information Programming (3 cr.) P or concurrent: L528 or L546 or consent of instructor. Students will become acquainted with community radio and television services, especially public access communications through public and academic libraries, as well as public information networks such as BITNET and the Internet, and cable or distance education television services. Students will have hands-on experience in the production of oral history and community video programming. Students will also become aware of how multimedia and other audiovisual materials are selected, organized, and maintained in library collections.

L553 The School Media Specialist (3 cr.) P or concurrent: L524 and L533, or consent of instructor. Establishes the professional teaching and administrative role of the certified school library media specialist in K-12 settings. Situations are examined that pertain specifically to policy development, budgeting, collection development, instructional design, support staff training, facility design, district supervision, and information networking within the modern school corporation. Students make site visits to leading school information centers, conferences, and media fairs.

L554 Bibliographic Instruction (3 cr.) P or concurrent: L524 or L542, or consent of instructor. This is a hands-on course in which the student will have the opportunity to

practice and evaluate methods in design and presentation of various approaches to bibliographic instruction including library skills and orientation, user education, discipline-specific instruction, and information literacy. Students will be expected to research and debate information literacy theory, and to make several extensive oral presentations, which will be subject to critical review.

L559 Introduction to Health Sciences Librarianship (3 cr.) P or concurrent: L520, L524. Health sciences library administration, materials organization, and information services. Emphasis on National Library of Medicine classification, subject headings, printed indexes, and online databases.

L561 The Information Industry (1-3 cr.) This course examines various aspects of the information industry: products, producers, suppliers, trends, and market opportunities. Focus varies with the topic; for example, structural market characteristics, or technical developments and their impact. May be repeated for credit when topic varies.

L562 Information Accounting (3 cr.) P: L507. This course evaluates a variety of approaches to assessing the costs and benefits of information investments. The aim is to provide students with a range of information accounting techniques and impact assessment methodologies to help them better understand the true costs and value of information.

L563 Information Policies, Economics, and the Law (1-3 cr.) Data creation, publication, dissemination, and use occur in a complex social context. Legal and regulatory structures continue to evolve to control these processes. This course explores international and U.S. principles, laws, and regulations affecting the information industry. Focus varies with the topic; for example, copyright of electronic information sources or transborder data flow. May be repeated for credit when topic varies.

L570 Online Information Retrieval (3 cr.) P: L401 or consent of instructor. Principles, methods, and techniques of advanced online information retrieval (IR). Characteristics of and search strategies for the use of bibliographic, referral, citation, fact, numeric, and full text databases and search systems. Considers standards, use of communications software, front-ends and micro-based IR systems, and creation of in-house databases.

L571 Information Networking (3 cr.) P: L401. This course focuses on technologies for connecting computers for communication/ telecommunication. A discussion of the differences between digital and analog transmission is used to introduce the concept of computer networks. Network components and designs are compared in terms of performance, reliability, and cost.

Communication protocols and network connectivity are presented in the light of current standards. Network management is discussed in relation to technical and economic strengths and security needs.

L574 Communication in Electronic Environments (3 cr.) Examines conceptual perspectives on information in organizations, covering topics such as types of information, information activities, organizational culture and information technology, communication as information flow, obtaining and using information from the environment, managing information in specialized extended communities, and ethical and quality issues. Focus varies by type of community studied. May be repeated for credit when the topic varies.

L575 Computer Programming for Text Management (3 cr.) P: L401 or consent of instructor. Introduces basic skills for programming and manipulation of data structures for bibliographic and full text information systems.

L576 Digital Libraries (3 cr.) P: L401 or equivalent and consent of instructor. This course introduces digital libraries—networked information servers that provide access to multimedia data for local and remote users. Primary emphasis is on developing digital libraries, based on understanding tools for presentation and manipulation of multimedia as well as analysis of user needs.

L577 Design of Information Systems (3 cr.) P: L575. Students identify, design, and implement a significant information design project, such as acquisitions, organization, or search and retrieval for an online public access system.

L578 User Interface Design for Information Systems (3 cr.) P: L401 or consent of instructor. This course focuses on established principles and methods to design effective interfaces for information systems, emphasizing document retrieval, filtering, visualization, correlation, analysis, and research.

L582 Subject Access Systems (3 cr.) P: L505. Principles, development, characteristics, and internal structures of subject access systems. Evaluation of the strengths and weaknesses of the major classification schemes and current subject heading systems.

L583 Indexing Theory and Practice (3 cr.) P: L505, or consent of instructor. Theoretical concepts of subject indexing and thesaurus construction for information retrieval. Examines alternative approaches to traditional indexing techniques. Evaluation and use of appropriate computer software.

L584 Technical Services (3 cr.) P: L507 or consent of instructor. Principles of organization and function of library technical services, including acquisition, cataloging, serials, circulation. Special emphasis on research and development in library systems and technology. Includes file organization, documentation system development, analysis, and evaluation for manual, mechanical, and automated applications.

L585 Descriptive Bibliography (3 cr.) P: consent of instructor. The development of the practice of printing, typefounding, and papermaking; the principles and practice of the bibliographical description of printed books, with emphasis on the period to 1880.

L586 Administration of Manuscripts and Personal Papers Collections (3 cr.) P: consent of instructor. Introduction to the nature, functions, and methodology of the administration of archives and manuscript collections. The course will consist of lectures, discussions, field trips, and special projects.

L587 Rare Book Libraries and Librarianship (3 cr.) P: consent of instructor. Introduction to the development, organization, and operation of rare book libraries and special collections. Includes an overview of the fundamentals of book collecting, both private and institutional, the antiquarian book trade and auction market, and the profession and practice of rare book librarianship.

L592 Bibliometric Techniques and Problems (3 cr.) Focuses on bibliometric techniques and the research problems that they are used to address; introduces the principal bibliometric techniques used in library and information science research with particular emphasis on their role in the study of scholarly communication.

L594 Research in Library and Information Science (cr. arr.) P: consent of instructor. Individual research in a problem in the field of library and information science.

L595 Workshop for Librarians and Information Professionals (cr. arr.) P: consent of instructor. Group study of specific problems in the library and information field. Generally includes a hands-on element. No more than 6 hours of L595 credit may be used toward the requirements for any SLIS degree.

L596 Internship in Library and Information Science (2-6 cr.) P: permission of faculty adviser. Graded S/F. Supervised internship in an information management environment. Professionals in library and information management mentor each graduate student. Forty on-site hours must be completed for each credit earned. Students should plan through their adviser the course work leading to an internship. Normally, at least 21 credits must be completed before enrollment.

L597 Topics in Library and Information Science (cr. arr.) P: consent of instructor. Study

of specific topics in librarianship and information science. May be repeated for credit when topic varies.

L600 Readings in Library and Information Science (cr. arr.) P: consent of instructor. Readings and study in any area of library or information science having an extensive literature. A student may enroll for this course twice in the same semester under different instructors. Normally L600 is completed under the direction of a full-time faculty member. Readings done under L600 shall not duplicate the content of any course now in the curriculum of the School of Library and Information Science.

L605 Seminar in Education for Librarianship and Information Science (3 cr.) P: consent of instructor. An overview of the history, purpose, and methods in education for librarianship and information science. American and international systems will be covered as well as standard accreditation requirements for higher education programs. Students will be evaluated on their demonstration of lecture delivery, group discussion management, analysis of a mentor teacher, and presentation of instruction through distance education.

L608 Seminar in Intellectual Freedom (3 cr.) P: 9 hrs. of SLIS graduate credit or permission of instructor. Beginning with a history of and alternative philosophical justifications for censorship, the student is introduced to constraints, obligations, and problems relating to intellectual freedom.

L610 Seminar in International Librarianship (3 cr.) Comparisons of philosophy and practice of librarianship in selected countries; international library organizations; current world trends.

L620 Topics in Information, Literature, and Bibliography (3 cr.) The purpose of this course is to provide the opportunity for greater in-depth study of the information and literature sources related to area studies, specific academic disciplines, and/or specific library patron audiences. Examples include Slavic materials, Latin American bibliography, and international legal bibliography. Depending on the potential market, the demand for knowledge concerning the specific information, literature, and material, and the expertise of available faculty, there are a wide range of possible topics.

L622 Library Materials for Adults (3 cr.) P: L524, L528. A review and discussion of trends reflected in subject content and use of book and nonbook materials for patrons in secondary school and public libraries in relation to changing young adult and adult needs and the role of libraries in meeting such needs.

L623 Information in the Humanities (3 cr.) P: L524, L528, or consent of instructor. Introduction to information sources and services in the disciplines of performing arts, music, fine arts, literature, language, philosophy, and religion. In addition, the course addresses information needs and behavior patterns of users seeking these types of information.

L624 Information in Science and Technology (3 cr.) P or concurrent: L401, L524. General materials, reference books, periodicals, government documents, nonbook media in the individual literature of individual disciplines; patents and report literature. Examination of production, publication, distribution, and forms of scientific and technical literature.

L625 Information in the Social Sciences (3 cr.) P: L401, L524, or consent of instructor. Study of the core information tools in the fields of anthropology, economics, history, political science, psychology, and sociology. Includes key bibliographic databases and electronic network tools. Evaluation of research dealing with information channels in these fields.

L628 Government Information: Collection, Organization, Dissemination (3 cr.) P: L401, L524. Survey of government information dissemination in all formats and at all levels of government. Consideration of government information policy. Primary emphasis given to U.S. government information but with some consideration given to state and local publications in the United States, and those of international organizations.

L629 Business Information Sources (3 cr.) P: L401, L524, or consent of instructor. Introduction to basic business materials. Includes resources, research methods, current developments, automated systems, and databases.

L630 Seminar in Art Librarianship (3 cr.) P: A575 (School of Fine Arts) or consent of instructor. Academic art library administration, collection development, reference services, technical services operations, facilities, and slide and photograph/picture collections will be emphasized.

L631 Seminar in Music Librarianship (3 cr.) P: M539 (School of Music). Academic music library administration, collection development, technical series operations, record and performing ensemble collections, and reference services will be emphasized.

L633 Seminar on Issues and Trends in Children's or Young Adult Literature (3 cr.) P: L533 or consent of instructor. An advanced seminar, addresses such topics as: images of minority groups, societal problems (e.g., poverty and family patterns), or informational needs and materials including access and

availability of print, nonprint, and computer resources. May be repeated for credit when topic varies.

L641 Information Storage and Retrieval Theory (3 cr.) P: L401, L503, L505, L509. Traditional experimental design, cognitive, and naturalistic approaches to studying the fundamental concepts of information retrieval. Anomalous states of knowledge, relevance, information need, search behavior and process. Study of IR subsystems; system interface; query formulation, matching, and relevance feedback algorithms, subject indexing, and evaluation.

L642 Information Usage and the Cognitive Artifact (3 cr.) P: L542. Examines the process of information usage with particular emphasis on reading and writing, to determine the best role for information technology in supporting such human activities with cognitive artifacts.

L643 Evaluation of Information Systems (3 cr.) P: L401. Theoretical and practical exploration of the issues surrounding contemporary information systems. A specific focus will be on evaluating information systems from the user perspective. This evaluation approach will cut across disciplinary frameworks: behavioral, cognitive, and social sciences. The approach will also touch on multiple research methods: online surveys, sense-making, critical incident, and network analysis.

L651 Evaluation of Library Sources and Services (3 cr.) P: L528. Examines the applied evaluation of library resources and services, including collections, document delivery, technical services, reference services, and overall library performance. Emphasis is placed on the available methods and methodological issues. The checklist method, availability studies, document delivery tests, use studies, applied bibliometrics, and the use of automation are covered.

L697 Advanced Topics in Information Systems (1-4 cr.) This course is a special topics seminar, focusing on a new development or application of technology related to information systems. The intention is to provide a rapid response to current trends, with topic and content changing with each offering. Examples of topics which might be offered include: hypermedia, artificial intelligence, expert systems, parallel processing, and virtual reality, or some special aspect of one of these technology trends, and their implications for information system development and use. May be repeated for credit when topic varies.

The following courses at the 700 level are open only to doctoral students.

L701 Introduction to Doctoral Research in Library and Information Science (3 cr.) P: consent of instructor. Role and function of research in society; history of library and information science scholarship; current need for research in LIS; critical analysis of present state of knowledge in the field; relevant research methodologies; barriers to individual initiatives in research.

L702 Research Practicum (2 cr.) P: L701. Encourages doctoral students to begin the process of learning to conduct independent research as early as possible in their studies. The purpose is to expose the student to the experience of research in LIS under the guidance of a SLIS faculty member. Two consecutive semesters of L702 are required of all doctoral students.

L710 Research in Library and Information Science (3 cr.) P: L701 or consent of instructor to waive L701. Approval of the student's advisory committee is required for the L710 project. Students apply methods of research under faculty supervision. May be taken twice for credit.

L763 Research Problems and Methods in Information Science (3 cr.) P: consent of instructor. Study of current problems and methodological approaches in information science research.

L764 Seminar in Information Science (3 cr.) P: consent of instructor. Intensive study of selected topics.

L765 Research in Information Systems (2-4 cr.) P: consent of instructor. Independent research or study.

L790 Seminar in Doctoral Research (3 cr.) P. consent of instructor. Doctoral students develop their plans for theses subject to criticism by other doctoral students and faculty.

L799 Ph.D. Thesis (cr. arr.)

Faculty

Bradley, Johanna, Ph.D. *(University of Illinois, Urbana-Champaign, 1991), Assistant Professor*

Callison, Daniel J., Ed.D. *(Indiana University, 1982), Associate Professor*

Crews, Kenneth D., Ph.D. *(University of California, Los Angeles, 1990),* J.D. *(Washington University, 1980), Associate Professor*

Cronin, Blaise, Ph.D. *(The Queen's University of Belfast, 1983),* D. Litt. (Hon.) *(Queen Margaret College, Edinburgh, 1997), Professor and Dean*

Dillon, Andrew P., Ph.D. *(Loughborough University of Technology, 1991), Associate Professor*

Fitzgibbons, Shirley A., Ph.D. *(Rutgers University, 1976), Associate Professor*

Harter, Stephen P., Ph.D. *(University of Chicago, 1974), Professor*

Hert, Carol A., Ph.D. *(Syracuse University, 1995), Assistant Professor*

Jacob, Elin K., Ph.D. *(University of North Carolina, Chapel Hill, 1994), Assistant Professor*

Kling, Rob, Ph.D. *(Stanford University, 1971),* D.Sc. (Hon.) *(Free University of Brussels, 1987), Professor*

Mostafa, Javed, Ph.D. *(University of Texas-Austin, 1994), Assistant Professor*

Nisonger, Thomas E., Ph.D. *(Columbia University, 1976), Associate Professor*

Priss, Uta, Ph.D. *(Darmstadt University, 1997), Assistant Professor*

Pungitore, Verna L., Ph.D. *(University of Pittsburgh, 1983), Associate Professor*

Rosenbaum, Howard, Ph.D. *(Syracuse University, 1996), Assistant Professor*

Shaw, Debora, Ph.D. *(Indiana University, 1983), Associate Professor and Associate Dean*

Smith, Martha M., Ph.D. *(Duke University, 1980; University of North Carolina, Chapel Hill, 1996), Assistant Professor*

Snyder, Herbert W., Ph.D. *(Syracuse University, 1995), Assistant Professor*

Taylor, Joyce G., Ph.D. *(Indiana University, 1993), Lecturer*

Travica, Bob, Ph.D. *(Syracuse University, 1995), Assistant Professor*

Umiker-Sebeok, Jean, Ph.D. *(Indiana University, 1976), Associate Professor*

Emeritus Faculty

Abrera, Josefa B., Ph.D. *(Indiana University, 1970), Associate Professor Emerita*

Armstrong, Marian L., A.M. *(Indiana University, 1958), Assistant Professor Emerita*

Kaser, David, Ph.D. *(University of Michigan, 1956), Distinguished Professor Emeritus*

Murphy, Marcy, Ph.D. *(University of Pittsburgh, 1977), Associate Professor Emerita*

Rufsvold, Margaret I., A.M. *(Peabody College of Vanderbilt University, 1933), H.D.L. (Mundelein College, 1969), Professor Emerita*

Serebnick, Judith, Ph.D. *(Rutgers University, 1978), Associate Professor Emerita*

Whitbeck, George W., Ph.D. *(Rutgers University, 1970), Associate Professor Emeritus*

White, Herbert S., M.S.L.S. *(Syracuse University, 1950), Distinguished Professor Emeritus*

Senior Fellow

Davis, Charles H., Ph.D. *(Indiana University, 1969)*

Visiting Scholars

Darányi, Sándor, Ph.D. *(Eötvös Loránd University, Budapest, 1994)*

Davenport, Elisabeth R., Ph.D. *(University of Strathclyde, Glasgow, 1994)*

Assistant Dean, Director of Admissions

Krutulis, Mary E., M.L.S. *(Indiana University, 1984)*

Manager of Information Systems

Patel, Gautam, B.S., B.A. *(Indiana University, 1989)*

Development Director

Tony Sloan, M.P.A. *(University of South Alabama, 1996)*

School of Library and Information Science Librarian

Bobay, Julianne, M.L.S. *(Indiana University, 1981)*

Associate Faculty

Brahmi, Frances A., M.L.S. *(Indiana University, 1981), Librarian and Director of Information Services, Ruth Lilly Medical Library, Indianapolis, and Associate Professor (part-time), School of Library and Information Science*

Brancolini, Kristine, M.L.S. *(Indiana University, 1974), Librarian and Head, Media and Reserve Services Department, IU Bloomington, and Associate Professor (part-time), School of Library and Information Science*

Buckley, Keith A., M.L.S. *(Indiana University, 1980), Associate Librarian, Law Library, IU Bloomington, and Assistant Professor (part-time), School of Library and Information Science*

Croucher, Murlin L., M.L.S. *(University of North Carolina, Chapel Hill, 1971), Associate Librarian and Slavic Studies Area Specialist, IU*

Bloomington, and Assistant Professor (part-time), School of Library and Information Science

Fariss, Linda K., J.D. *(Indiana University, 1988), Associate Director and Associate Librarian, Law Library, IU Bloomington, Lecturer in Law (part-time), School of Law, and Assistant Professor (part-time), School of Library and Information Science*

Fenske, David Edward, Ph.D. *(University of Wisconsin, 1973), Librarian and Head, Music Library, IU Bloomington, Associate Professor (part-time), School of Music, and Associate Professor (part-time), School of Library and Information Science*

Fischler, Barbara B., M.A. *(Indiana University, 1964), Director and Librarian, University Library, IUPUI (retired), and Associate Professor (part-time), School of Library and Information Science*

Fore, Julie A., M.L.I.S. *(University of Wisconsin, 1989), Assistant Automation Librarian, IU School of Medicine, Indianapolis, and Lecturer (part-time), School of Library and Information Science*

Goodwin, Vania M., M.L.S. *(Indiana University, 1981), Associate Librarian, Cataloging Team, IUPUI, and Assistant Professor (part-time), School of Library and Information Science*

Hoyt, Dolores, Ph.D. *(Indiana University, 1994), Associate Librarian and Associate Executive Director, University Library, IUPUI, and Assistant Professor (part-time), School of Library and Information Science*

Irvine, Betty Jo, Ph.D. *(Indiana University, 1982), Librarian and Head, Fine Arts Library, IU Bloomington, and Associate Professor (part-time), School of Library and Information Science*

Irwin, Marilyn M., Ph.D. *(Indiana University, 1991), Associate Librarian and Director of Information Dissemination, Institute for the Study of Developmental Disabilities, IU Bloomington, and Assistant Professor (part-time), School of Library and Information Science*

Kratz, Anne, M.L.S. *(Indiana University, 1993), Director, Sponsored Program Development, IUPUI, and Lecturer (part-time), School of Library and Information Science*

Malcomb, J. Louise, M.L.S. *(Indiana University, 1983), Librarian and Head, Government Publications Department, IU Bloomington, and Associate Professor (part-time), School of Library and Information Science*

Mason, Marianne, M.L.S. *(Indiana University, 1988), Associate Librarian, Law Library, IU Bloomington, and Assistant Professor (part-time), School of Library and Information Science*

Okada, Emily, M.A. *(University of Wisconsin, 1976), Associate Librarian, Undergraduate Library Services, IU Bloomington, and Assistant Professor (part-time), School of Library and Information Science*

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Professor (part-time), School of Library and Information Science

Orme, William, M.L.S. *(Indiana University, 1981), Associate Librarian, IUPUI University Library, and Assistant Professor (part-time), School of Library and Information Science*

Park, Taemin Kim, Ph.D. *(Indiana University, 1982), Associate Librarian, Serials and Cataloging, IU Bloomington, and Assistant Professor (part-time), School of Library and Information Science*

Popp, Mary Pagliero, M.L.S. *(Indiana University, 1973), Associate Librarian, IU Bloomington, and Assistant Professor (part-time), School of Library and Information Science*

Richwine, Margaret, M.L.S. *(Indiana University, 1986), Associate Librarian, Medical Sciences Library, IUPUI, and Assistant Professor (part-time), School of Library and Information Science*

Silver, Joel Barry, M.L.S. *(Indiana University, 1986), Associate Librarian and Curator of Books, Lilly Library, IU Bloomington, and Assistant Professor (part-time), School of Library and Information Science*

Taylor, Saundra B., M.L.S. *(University of California, Los Angeles, 1968), Associate Librarian and Curator of Manuscripts, Lilly Library, IU Bloomington, and Assistant Professor (part-time), School of Library and Information Science*

Walters, Carolyn, M.L.S. *(Indiana University, 1985), Associate Librarian and Head, Undergraduate Library Services, IU Bloomington, and Assistant Professor (part-time), School of Library and Information Science*

Adjunct Faculty

Allen, Patricia, M.L.S. *(Indiana University, 1997), Vice President and Secretary, Allen Information Consultants, Indianapolis, Indiana, and Adjunct Lecturer (part-time), School of Library and Information Science*

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Crosby, Ellen, Ph.D. *(Indiana University, 1991), Head of Cataloging, Indiana Historical Society*

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Day, Dorothy A., Specialist in L.I.S. *(Indiana University, 1993), Adjunct Lecturer (part-time), School of Library and Information Science*

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Heffron, Jennifer K., M.L.S. *(Indiana University, 1994), Adjunct Lecturer (part-time), School of Library and Information Science*

Holman, Stephanie A., M.L.S. *(Indiana University, 1989), Children's Librarian, Ellettsville Branch, Monroe County Public Library, Indiana, and Adjunct Lecturer (part-time), School of Library and Information Science*

Hommel, Joyce, M.L.S. *(Indiana University, 1994), Adjunct Lecturer (part-time), School of Library and Information Science*

Hoskin, Adele, M.B.A. *(Indiana University, 1976), Librarian, Dow-Elanco, Indianapolis, Indiana, and Adjunct Lecturer (part-time), School of Library and Information Science*

Howley, Kevin, Ph.D. *(Indiana University, 1997), Adjunct Lecturer (part-time), School of Library and Information Science*

Lazar, Cindy A., M.B.A. *(Indiana Wesleyan University, 1995) Systems Analyst, Thompson Consumer Electronics, Indianapolis, Indiana, and Adjunct Lecturer (part-time), School of Library and Information Science*

Lodgsdon, Robert L., M.L.S. *(Indiana University, 1976), Associate Director for Public Services, Indiana State Library, Indianapolis, Indiana, and Adjunct Lecturer (part-time), School of Library and Information Science*

McKim, Geoffrey, M.L.S. *(Indiana University, 1993), Adjunct Lecturer (part-time), School of Library and Information Science*

Mills, Linda, M.L.S. *(Indiana University, 1977), Library Media Specialist, Greensburg Community Schools, Indiana, and Adjunct Lecturer (part-time), School of Library and Information Science*

Nichols, James T., M.L.S. *(University of Denver, 1982), Adjunct Lecturer (part-time), School of Library and Information Science*

Old, L. John, M.S. *(University of Arkansas, Little Rock, 1992), Database Specialist, University*

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Prince, J. Dale, M.A. *(University of Alabama, 1995), Adjunct Lecturer (part-time), School of Library and Information Science*

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Skutnik, Samantha, M.L.S. *(Indiana University, 1992), Reference Librarian, Butler University, Indianapolis, Indiana, and Adjunct Lecturer (part-time), School of Library and Information Science*

Szynaka, Edward M., M.L.S. *(Syracuse University, 1973), Director, Indianapolis-Marion County Public Library, Indiana, and Adjunct Lecturer (part-time), School of Library and Information Science*

Tilley, Carol L., M.L.S. *(Indiana University, 1993), Adjunct Lecturer (part-time), School of Library and Information Science*

Tucker, Dennis, M.L.S. *(University of Missouri, 1983), Library Specialist, Indiana Cooperative Library Services Authority, Indianapolis, Indiana, and Adjunct Lecturer (part-time), School of Library and Information Science*

Van Duyne, Catherine, M.S.E. *(Indiana University, South Bend, 1985), Music Teacher, John Glenn School Corp., Walkerton, Indiana, and Adjunct Lecturer (part-time), School of Library and Information Science*

Young, Philip H., Ph.D. *(University of Pennsylvania, 1980), Director, Krannert Memorial Library, University of Indianapolis, and Adjunct Lecturer (part-time), School of Library and Information Science*

Indiana University

When you become a student at Indiana University, you join an academic community internationally known for the excellence and diversity of its programs. With 878 degree programs, the university attracts students from all 50 states and around the world. The full-time faculty numbers almost 4,000 and includes members of many academic societies such as the American Academy of Arts and Sciences, the American Philosophical Society, and the National Academy of Sciences.

Indiana University was founded at Bloomington in 1820 and is one of the oldest and largest institutions of higher education in the Midwest. It serves more than 91,000 students on eight campuses. The residential campus at Bloomington and the urban center at Indianapolis form the core of the university. Campuses in Gary, Fort Wayne, Kokomo, New Albany, Richmond, and South Bend join Bloomington and Indianapolis in bringing an education of high quality within reach of all of Indiana's citizens.

General Policies

Equal Opportunity/Affirmative Action Policy of Indiana University
Indiana University pledges itself to continue its commitment to the achievement of equal opportunity within the university and throughout American society as a whole. In this regard, Indiana University will recruit, hire, promote, educate, and provide services to persons based upon their individual qualifications. Indiana University prohibits discrimination based on arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.

Indiana University shall take affirmative action, positive and extraordinary, to overcome the discriminatory effects of traditional policies and procedures with regard to the disabled, minorities, women, and Vietnam-era veterans.

An Affirmative Action office on each campus monitors the university's policies and assists individuals who have questions or problems related to discrimination.

Confidentiality of Student Records
In accordance with federal statutes and regulations, student records are confidential and available for disclosure to persons other than the student only under stated conditions.

Student Rights and Responsibilities
A statement of students' rights and responsibilities is published in a handbook, *Code of Student Rights, Responsibilities, and Conduct*, which contains a description of due process hearings in the event of disciplinary action.

Degree Requirements   Students are responsible for understanding all requirements for graduation and for completing them by the time they expect to graduate. Information about a specific school or division can be found in the front section of the bulletin for that school.

Requests for deviation from department, program, or school requirements may be granted only by written approval from the respective chairperson, director, or dean (or their respective administrative representative). Disposition at each level is final.

Rules Determining Resident and Nonresident Student Status for Indiana University Fee Purposes

These rules establish the policy under which students shall be classified as residents or nonresidents upon all campuses of Indiana University for university fee purposes. Nonresident students shall pay a nonresident fee in addition to fees paid by a resident student.

These rules shall take effect February 1, 1974; provided, that no person properly classified as a resident student before February 1, 1974, shall be adversely affected by these rules, if he or she attended the university before that date and while he or she remains continuously enrolled in the university.

1. "Residence" as the term, or any of its variations (e.g., "resided"), as used in the context of these rules, means the place where an individual has his or her permanent home, at which he or she remains when not called elsewhere for labor, studies, or other special or temporary purposes, and to which he or she returns in seasons of repose. It is the place a person has voluntarily fixed as a permanent habitation for himself or herself with an intent to remain in such place for an indefinite period. A person at any one time has but one residence, and a residence cannot be lost until another is gained.
    (a) A person entering the state from another state or country does not at that time acquire residence for the purpose of these rules, but except as provided in rule 2(c), such person must be a resident for 12 months in order to qualify as a resident student for fee purposes.
    (b) Physical presence in Indiana *for the predominant purpose* of attending a college, university, or other institution of higher education, shall not be counted in determining the 12-month period of residence; nor shall absence from Indiana for such purpose deprive a person of resident student status.

2. A person shall be classified as a "resident student" if he or she has continuously resided in Indiana for at least 12 consecutive months immediately preceding the first scheduled day of classes of the semester or other session in which the individual registers in the university, subject to the exception in (c)[1] below.
    (a) The residence of an unemancipated person under 21 years of age follows that of the parents or of a legal guardian who has actual custody of such person or administers the property of such person. In the case of divorce or separation, if either parent meets the residence requirements, such person will be considered a resident.[1]
    (b) If such person comes from another state or country for the predominant purpose of attending the university, he or she shall not be admitted to resident student status upon the basis of the residence of a guardian in fact, except upon appeal to the Standing Committee on Residence in each case.[2]
    (c) Such person may be classified as a resident student without meeting the 12-month residence requirement within Indiana if his or her presence in Indiana results from the establishment by his or her parents of their residence within the state *and* if he or she proves that the move was predominantly for reasons other than to enable such person to become entitled to the status of "resident student."[2]
    (d) When it shall appear that the parents of a person properly classified as a "resident student" under subparagraph (c) above have removed their residence from Indiana, such person shall then be reclassified to the status of nonresident; provided, that no such reclassification shall be effective until the beginning of a semester next following such removal.
    (e) A person once properly classified as a resident student shall be deemed to remain a resident student so long as remaining continuously enrolled in the university until such person's degree shall have been earned, subject to the provisions of subparagraph (d) above.

3. The foreign citizenship of a person shall not be a factor in determining resident student status if such person has legal capacity to remain permanently in the United States.

4. A person classified as a nonresident student may show that he or she is exempt from paying the nonresident fee by clear and convincing evidence that he or she has been a resident (see rule 1 above) of Indiana for the 12 months prior to the first scheduled day of classes of the semester in which his or her fee status is to be changed. Such a student will be allowed to present his or her evidence only after the expiration of 12 months from the residence qualifying date, i.e., the date upon which the student commenced the 12-month period for residence. The following factors will be considered relevant in evaluating a requested change in a student's nonresident status and in evaluating whether his or her physical presence in Indiana is for the predominant purpose of attending a college, university, or other institution of higher education. The existence of one or more of these factors will not require a finding of resident student status, nor shall the nonexistence of one or more require a finding of nonresident student status. All factors will be considered in combination, and ordinarily resident student status will not result from the doing of acts which are required or routinely done by sojourners in the state or which are merely auxiliary to the fulfillment of educational purposes.
    (a) The residence of a student's parents or guardians.
    (b) The situs of the source of the student's income.
    (c) To whom a student pays his or her taxes, including property taxes.
    (d) The state in which a student's automobile is registered.
    (e) The state issuing the student's driver's license.
    (f) Where the student is registered to vote.
    (g) The marriage of the student to a resident of Indiana.

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[1]Invocation of the provision in Rule 2(a) that applies to cases of divorce or separation requires appropriate legal documentation.
[2]Rules 2(b) and 2(c) apply only to unemancipated persons under 21 years of age.

(h) Ownership of property in Indiana and outside of Indiana.
(i) The residence claimed by the student on loan applications, federal income tax returns, and other documents.
(j) The place of the student's summer employment, attendance at summer school, or vacation.
(k) The student's future plans including committed place of future employment or future studies.
(l) Admission to a licensed profession in Indiana.
(m) Membership in civic, community, and other organizations in Indiana or elsewhere.
(n) All present and intended future connections or contacts outside of Indiana.
(o) The facts and documents pertaining to the person's past and existing status as a student.
(p) Parents' tax returns and other information, particularly when emancipation is claimed.

5. The fact that a person pays taxes and votes in the state does not in itself establish residence, but will be considered as hereinbefore set forth.
6. The registrar or the person fulfilling those duties on each campus shall classify each student as resident or nonresident and may require proof of all relevant facts. The burden of proof is upon the student making a claim to a resident student status.
7. A Standing Committee on Residence shall be appointed by the president of the university and shall include two students from among such as may be nominated by the student body presidents of one or more of the campuses of the university. If fewer than four are nominated, the president may appoint from among students not nominated.
8. A student who is not satisfied by the determination of the registrar has the right to lodge a written appeal with the Standing Committee on Residence within 30 days of receipt of written notice of the registrar's determination which committee

shall review the appeal in a fair manner and shall afford to the student a personal hearing upon written request. A student may be represented by counsel at such hearing. The committee shall report its determination to the student in writing. If no appeal is taken within the time provided herein, the decision of the registrar shall be final and binding.
9. The Standing Committee on Residence is authorized to classify a student as a resident student, though not meeting the specific requirements herein set forth, if such student's situation presents unusual circumstances and the individual classification is within the general scope of these rules. The decision of the committee shall be final and shall be deemed equivalent to a decision of the Trustees of Indiana University.
10. A student or prospective student who shall knowingly provide false information or shall refuse to provide or shall conceal information for the purpose of improperly achieving resident student status shall be subject to the full range of penalties, including expulsion, provided for by the university, as well as to such other punishment which may be provided for by law.
11. A student who does not pay additional monies which may be due because of his or her classification as a nonresident student within 30 days after demand, shall thereupon be indefinitely suspended.
12. A student or prospective student who fails to request resident student status within a particular semester or session and to pursue a timely appeal (see rule 8) to the Standing Committee on Residence shall be deemed to have waived any alleged overpayment of fees for that semester or session.
13. If any provision of these rules or the application thereof to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of these rules which can be given effect without the invalid provision or application, and to this end the provisions of these rules are severable.

Fees

The instructional and incidental fees listed here were approved at the June 1997 meeting of the Trustees of Indiana University. Fees are subject to change by action of the trustees. For up-to-date information about fees in effect at registration time, see the campus *Schedule of Classes.*

Certain courses and programs requiring studios, laboratories, microscopes, computers, or other special equipment may involve special fees in addition to the instructional fee. Applied music, student teaching, and some physical education courses also carry additional fees. See the campus *Schedule of Classes* for a list of such courses and programs.

Fees for Indiana University campuses other than Bloomington and Indianapolis are published in the bulletin of the specific campus.

INSTRUCTIONAL FEES	Indiana Resident	Nonresident
	Bloomington Campus	
Undergraduate[1]	$1,743.00 flat fee/semester for 12 to 17 credit hours $108.80/credit hour under 12 or over 17	$5,705.00 flat fee/ semester for 12 to 17 credit hours $356.55/credit hour under 12 or over 17
Graduate and Professional[1]		
Business–M.B.A. Program[2]	$3,920.00/semester	$7,843.00/semester
Business[3]	$251.25/credit hour	$502.75/credit hour
Law	$200.65/credit hour	$514.65/credit hour
Optometry	$176.35/credit hour	$489.10/credit hour
Public and Environmental Affairs— M.P.A. and M.S.E.S. Programs	$160.00/credit hour	$448.00/credit hour
Other	$147.00/credit hour	$428.25/credit hour
Independent Study (Correspondence)	$89.45/credit hour	$89.45/credit hour
Dissertation research (G901)[4]	$100.00/semester	$100.00/semester
Auditing (no credit)	$25.00/credit hour	$25.00/credit hour
Distance Education Special Courses[5] for Schools of Education; and Health, Physical Education, and Recreation		
Undergraduate	$108.80/credit hour	$108.80/credit hour
Graduate	$147.00/credit hour	$147.00/credit hour
	Indianapolis Campus	
Undergraduate[1]	$106.25/credit hour	$326.00/credit hour
Graduate and Professional[1]		
Business	$229.30/credit hour	$458.60/credit hour
Dentistry	$10,650.00/year	$22,810.00/year
Engineering	$155.50/credit hour	$444.40/credit hour
Law	$194.10/credit hour	$471.55/credit hour
Medicine	$11,925.00/year	$27,300.00/year
Nursing	$144.30/credit hour	$416.30/credit hour
Social Work	$147.00/credit hour	$423.90/credit hour
Other	$144.30/credit hour	$416.30/credit hour
Dissertation research (G901)[4]	$100.00/semester	$100.00/semester
Auditing (no credit)	applicable credit hour rate	applicable credit hour rate
Distance Education Special Courses for Allied Health Histotechnology		
Undergraduate and Graduate	$106.20/credit hour	$106.20/credit hour

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[1] Includes credit courses in the School of Continuing Studies.
[2] M.B.A. students enrolled in 9 or more credit hours of business courses will be assessed a flat rate. Enrollment in any courses other than business will be assessed on a per-credit-hour basis.
[3] Graduate business credit hour rates apply to (a) M.B.A. students enrolled in fewer than 9 credit hours of business courses, and (b) students enrolled in a doctoral business program.
[4] To keep their candidacies active, doctoral students with 90 credit hours or more and Master of Fine Arts students with 60 credit hours or more may enroll in G901 for a flat fee of $100. Also, they must have completed all graduate degree requirements except for the dissertation or final project/performance. Enrollment in G901 is limited to six times. Students who do not meet these criteria pay the applicable credit hour rate for dissertation research.
[5] In addition to instructional fee rates, course fees of $90.00 for Education and $75.00 for HPER will be assessed.

INCIDENTAL FEES[6]	Bloomington Campus	Indianapolis Campus
Application for admission		
Domestic, undergraduate	$35.00	$35.00
Domestic, graduate	$40.00	$35.00
International	$40.00	$50.00
Deferment service charge[7]	$21.00	$21.00
Health service fee[8]	$70.50/semester	optional
	$30.25/summer I	
	$40.25/summer II	
Late payment charge	$48.00/semester	$10.50/month
Late program change[9]	$16.50/course added	$18.50/course added
	or dropped	
Late registration[10]	$48.00 to $88.00/semester	$35.00 to $100.00/
	$48.00/summer session	semester
		$35.00 to $60.00/
		summer session
Student activity fee[11]	$25.50 or	$14.00 or $23.70/
	$51.05/semester	semester
	$12.75 or $25.50/summer	$25.00/semester for
	session	Athletic Development
Technology fee, fall or spring semesters[12]		
Undergraduate	$25.00, $50.00, $100.00	$25.00, $50.00, $75.00
Graduate/professional,		
nondegree students	$12.00, $25.00, $50.00	(varies)
Technology fee, summer sessions[13]		
Undergraduate	$12.50, $25.00, $50.00	$26.00, $39.00
Graduate/professional,		
nondegree students	$6.00, $12.50, $25.00	(varies)
Transcripts	$7.00	$7.00

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[6]Applicable to both in-state and out-of-state students.

[7]Fee is assessed if deferred billing option is elected.

[8]The health fee is assessed each semester/session on the Bursar's bill for all day and evening students enrolled in more than 3 credit hours. Eligible individuals not covered by the health fee will be seen on a fee-for-service basis.

[9]After drop/add period (100 percent refund period), students will be assessed $16.50 in Bloomington and $18.50 in Indianapolis for each added course, section change, change of arranged hours, or credit/audit change. On the Bloomington campus, students will also be assessed for each dropped course.

[10]A late registration fee will be assessed any student who does not register during the scheduled registration period. On the Bloomington campus, the fee is $48.00 for students who register by the last Friday before classes begin and increases by $10.00 on the Monday of each successive week to a maximum of $88.00. On the Indianapolis campus, a $35.00 late registration fee is in effect upon conclusion of registration through the end of the first week of classes, increasing by $25.00 the first week, $22.00 the second week, and $18.00 the third week to a maximum of $100.00. In Indianapolis summer sessions, a late registration fee of $35.00 is assessed the first week, and $60.00 the second week and thereafter.

[11]Bloomington students enrolled in 3 or fewer credit hours during the fall and spring semesters pay a mandatory student activity fee of $25.50. Students enrolled in more than 3 credit hours pay $51.05. Summer-session students pay a fee per session according to the number of credit hours in which they are enrolled: 3 or fewer credit hours, $12.75; more than 3 credit hours, $25.50. At Indianapolis, the student activity fee for 1 to 8 credit hours is $14.00 per semester. Students enrolled in 9 or more credit hours pay $23.70 per semester. Indianapolis students are also charged a $25.00 Athletic Development fee each semester.

[12]A technology fee will be assessed according to the number of enrolled credit hours as follows: 3 credit hours or fewer; greater than 3 through 6 credit hours; greater than 6 credit hours.

[13]At Indianapolis, a technology fee is assessed for summer sessions according to the number of enrolled credit hours as follows: 3 or fewer credit hours; greater than 3 credit hours. At Bloomington, summer-session students are assessed half the regular-semester technology fee, based on the number of credit hours as follows: 3 credit hours or fewer; greater than 3 through 6 credit hours; greater than 6 credit hours.

Course Fee Refund Schedule

Time of Withdrawal	Refund
9- through 16-week classes	
During 1st week of classes	100%
During 2nd week of classes	75%
During 3rd week of classes	50%
During 4th week of classes	25%
During 5th week of classes	
and thereafter	None
5- through 8-week classes	
During 1st week of classes	100%
During 2nd week of classes	50%
During 3rd week of classes	
and thereafter	None
2- through 4-week classes	
During the 1st and 2nd day of classes	100%
During 3rd and 4th day of classes	50%
During 5th day of classes	
and thereafter	None

Time of Withdrawal	Refund
1-week (or less) classes	
During 1st day of classes	100%
During 2nd day of classes	50%
During 3rd day of classes	
and thereafter	None

The refund policy applies to credit hour fees and all course-related fees.

Procedure See the *Schedule of Classes* for more information about how to withdraw from classes.

Student Financial Assistance Students can obtain information about financial assistance through the financial aid office, through the student employment office, or through their schools and departments. For courses taken in Bloomington, contact the Office of Student Financial Assistance or Human Resources Management for information about faculty/staff fee courtesy; for courses taken at IUPUI, contact the Office of Student Financial Aid.

Veterans Benefits

Eligible students will receive veterans benefits according to the following scale, which is based on the number of credit hours in which the student is enrolled.

Undergraduate Benefits	Bloomington and IUPUI Fall/Spring Semesters[1]	IUPUI Summer I[1]	Bloomington Summer I	Bloomington and IUPUI Summer II[1]
full	12 or more	6	4	6
three-quarters	9-11	4-5	3	4-5
one-half	6-8	3	2	3
tuition only	fewer than 6	1-2	1	1-2
Graduate Benefits				
full	8 or more	4	4	4
three-quarters	6-7	3	3	3
one-half	4-5	2	2	2
tuition only	fewer than 4	1	1	1

It is the responsibility of the veteran or veteran dependent to sign up for benefits each semester or summer session of enrollment. It is also the responsibility of the veteran or veteran dependent on the Bloomington campus to notify the Office of Disabled Student Services and Veterans Affairs of any schedule change that may increase or decrease the amount of benefits allowed. Veterans and veteran dependents on the IUPUI campus should notify the Office of the Registrar.

Veterans with service-connected disabilities may qualify for the Department of Veterans Affairs Vocational Rehabilitation Program. They should contact their regional VA office for eligibility information.

At IUPUI, veterans and veteran dependents must notify their veteran benefit representative in the Office of the Registrar in person at the time of registration.

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[1]On the IUPUI campus, check with a VA representative in the Office of the Registrar for positive verification of your hourly status.

INDIANA UNIVERSITY School of Library and Information Science

Visitors are always welcome at Indiana University and the School of Library and Information Science. The administrative offices are open throughout the year from 8 a.m. to 12 noon and 1 p.m. to 5 p.m., Monday through Friday. Special appointments for other times may be arranged in advance.

If you wish to receive an application form for admission to one of the programs listed below, please complete the form below and return it to the School of Library and Information Science, 10th and Jordan, Indiana University, Bloomington, IN 47405-1801.

Please print all information.

Name: _____

Mailing Address: _____

_____ Zip _____

Type of application desired:

☐ M.L.S.   ☐ M.I.S.   ☐ Ph.D.   ☐ Special (library certification)

☐ Specialist Degree

Do you wish to apply for financial aid? (Yes or no) _____

Indiana University Bulletins

You may want to explore other schools of Indiana University. The following is a complete list of our bulletins. Please write directly to the individual unit or campus for its bulletin.

Indiana University Bloomington

College of Arts and Sciences
School of Business[1]
School of Continuing Studies[2]
School of Education[3]
School of Health, Physical Education, and Recreation
School of Journalism
School of Law—Bloomington[4]
School of Library and Information Science
School of Music
School of Optometry
School of Public and Environmental Affairs[3]
University Division[5]
University Graduate School

Indiana University–Purdue University Indianapolis

School of Allied Health Sciences
School of Business[1]
School of Continuing Studies[2]
School of Dentistry
School of Education[3]
School of Engineering and Technology (Purdue University)
Herron School of Art
School of Journalism
School of Law—Indianapolis[4]
School of Liberal Arts
School of Medicine
School of Nursing[3]
School of Optometry
School of Physical Education
School of Public and Environmental Affairs[3]
School of Science (Purdue University)
School of Social Work
Undergraduate Education Center
University Graduate School

Indiana University East (Richmond)
Indiana University–Purdue University Fort Wayne
Indiana University Kokomo
Indiana University Northwest (Gary)
Indiana University South Bend
Indiana University Southeast (New Albany)

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[1] There are two separate bulletins for the Bloomington and Indianapolis undergraduate business programs; please specify which of the two bulletins you need. The graduate business programs for Bloomington and Indianapolis are also separate. Contact the school for a bulletin or other material describing these programs.
[2] Bulletins on the General Studies Degree Program, Independent Study Program, and Division of Labor Studies are available from this school.
[3] Two bulletins are issued: graduate and undergraduate.
[4] There are two Indiana University schools of law. Be sure to specify whether you want a bulletin of the Bloomington or Indianapolis school.
[5] Available only to admitted University Division students.