

# LIBRARY AND INFORMATION STUDIES, MLIS

The Master of Library and Information Studies (MLIS) degree is a 36-credit-hour program, one of approximately 63 programs in the United States and Canada accredited by the American Library Association and the only ALA-accredited program in the state of Alabama. The degree prepares graduates to work in any type of library setting – public, school (PK-12), academic, or special. The MLIS also equips students for work in archives, information organizations, and in entrepreneurial and research environments, especially those using information technologies and artificial intelligence.

## Admissions

Applications are considered holistically, so no single factor determines acceptance to the program. The MLIS program is selective, and does not admit every applicant.

In addition to the minimum Graduate School admission requirements, to be considered for regular admission an application must include:

- Three (3) letters of recommendation; for applicants who have been in school in the last 5 years, at least two (2) letters must be academic references.

Students who do not meet these requirements, but who excel in other areas, may be considered for "Admission with Permission to Continue."

**For admission to the Class A School Library Media program,** applicants must have

- a valid bachelor's level or valid master's level professional educator certificate in a teaching field or a valid master's level professional educator certificate in another area of instructional support and
- two full years of full-time professional educational work experience in P-12 school system(s)

Also, applicants to the Class A program must have a criminal history background check as required by the Alabama Department of Education.

Applicants with out-of-state licensure who are employed or seeking employment in another state are responsible for knowledge about professional licensure requirements in the prospective states. An applicant with out-of-state licensure who intends to apply for Alabama certification must first apply for the prerequisite certification in Alabama before applying for Class A School Library Media certification in Alabama.

## Non-degree Admission Requirements

An applicant may be admitted as a non-degree student if the applicant has either a 3.0 undergraduate GPA or a 3.0 graduate GPA. No more than 12 hours may be taken as a nondegree-seeking student and applied to a degree.

See the Admission Criteria section of this catalog for more information.

## Curricular Requirements

Candidates for the MLIS degree must earn a minimum of 36 semester hours of credit from courses the School of Library and Information Studies (SLIS). Courses offered by the College of Communication and Information Sciences, as well as those in other University of Alabama academic units outside SLIS, can be taken on approval by a student's academic advisor. No more than six hours of courses can be taken outside of SLIS. All work must be completed with a grade average of "B" or better. A comprehensive portfolio comprised of course assignments reflecting program learning outcomes is required of all students. All MLIS

students must complete, as part of the minimum 36 hours, the following 9 hours of required courses:

Core Requirements		Hours
LS 500	Info Sci & Tech	3
LS 501	Information in Communities	3
LS 513	Professional Paths	3
<b>Total Hours</b>		<b>9</b>

**Students may take many pathways to the completion of the MLIS program and should work in conjunction with their assigned academic advisors in the construction of their program. Class A School Library-Media Certification or Archival Studies Concentration may be pursued. In addition, there are informal areas of emphasis offered in Academic Libraries, Digital Stewardship, Information Literacy, Public Libraries, Special Libraries, Social Justice & Inclusivity, and Youth Services.**

## Areas of Emphasis

Academic Libraries		Hours
Management Elective		
LS 531	Academic Libraries	3
User Services Electives		
LS 507	User Ctr Info Services	3
LS 512	Info Resources:Science	3
LS 527	Info Lit. Instruct.	3
LS 567	Digital Reference	3
LS 580	Outreach to Diverse Population	3
Technical Services Electives		
LS 505	Collection Development	3
LS 506	Cataloging and Classification	3
LS 566	Metadata Fundamentals	3
Technology Services Electives		
LS 524	Project Management	3
LS 581	Universal Access (Management/Administration)	3
Other Electives		
LS 570	Internship	1 to 3
Digital Stewardship		Hours
LS 508	Management Theory and Practice	3
LS 524	Project Management	3
LS 551	AV Collections Management	3
LS 552	Digital Preservation	3
LS 562	Digital Libraries	3
LS 563	Linked Data	3
LS 566	Metadata Fundamentals	3
LS 569	Database Management	3
LS 584	Data Bias	3
CIS 666	Information Policy	3

<b>Public Libraries</b>		<b>Hours</b>
Management Elective		
LS 530	Public Libraries	3
User Services Electives		
LS 507	User Ctr Info Services	3
LS 515	Information Ethics	3
LS 520	Early Child Lit & Story Prog	3
LS 521	Matl & Serv Children	3
LS 522	Matl & Serv YA	3
LS 523	Matl Services Adults	3
LS 541	Youth Programming	3
LS 543	Trad. & Digital Storytelling	3
LS 580	Outreach to Diverse Population	3
Technical Services Electives		
LS 505	Collection Development	3
LS 506	Cataloging and Classification	3
LS 566	Metadata Fundamentals	3
Technology Services Electives		
LS 524	Project Management	3
LS 581	Universal Access	3
Other Electives		
LS 570	Internship	1 to 3
<b>Special Libraries</b>		<b>Hours</b>
Management Elective		
LS 533	Spec Libr & Info Centrs	3
User Services Electives		
LS 512	Info Resources:Science	3
LS 515	Information Ethics	3
LS 527	Info Lit. Instruct.	3
LS 567	Digital Reference	3
Technical Services Electives		
LS 505	Collection Development	3
LS 506	Cataloging and Classification	3
LS 566	Metadata Fundamentals	3
Technology Services Electives		
LS 524	Project Management	3
LS 581	Universal Access	3
Other Electives		
LS 570	Internship	1 to 3
<b>Social Justice and Inclusivity</b>		<b>Hours</b>
LS 570	Internship	1 to 3
Archives		
LS 558	Archival Repres., Access & Use	3
LS 590	Issues In Librarianship	3
Collections		
LS 621	Intercultural Youth Lit	3
Community Outreach and Services		
LS 544	Cultural Div Prog Youth & Fam	3
LS 580	Outreach to Diverse Population	3
Information Technologies		
LS 565	Social Media and Informatics	3
LS 581	Universal Access	3
LS 582	Race Gender & Sexuality in LIS	3
LS 583	Social Aspects of Information	3
LS 584	Data Bias	3
LS 585	Issues in the Profession	3
LS 586	Seminar in C&IS	3
LS 587	Social Justice & Inclusion	3
LS 588	Race Gender & Sexuality in LIS	3
LS 589	Seminar in C&IS	3
LS 590	Social Justice & Inclusion	3
LS 591	Seminar in C&IS	3
LS 592	Social Justice & Inclusion	3
LS 593	Seminar in C&IS	3
LS 594	Social Justice & Inclusion	3
LS 595	Seminar in C&IS	3
LS 596	Social Justice & Inclusion	3
LS 597	Seminar in C&IS	3
LS 598	Social Justice & Inclusion	3
LS 599	Seminar in C&IS	3
LS 600	Social Justice & Inclusion	3
LS 601	Seminar in C&IS	3
LS 602	Social Justice & Inclusion	3
LS 603	Seminar in C&IS	3
LS 604	Social Justice & Inclusion	3
LS 605	Seminar in C&IS	3
LS 606	Social Justice & Inclusion	3
LS 607	Seminar in C&IS	3
LS 608	Social Justice & Inclusion	3
LS 609	Seminar in C&IS	3
LS 610	Social Justice & Inclusion	3
LS 611	Seminar in C&IS	3
LS 612	Social Justice & Inclusion	3
LS 613	Seminar in C&IS	3
LS 614	Social Justice & Inclusion	3
LS 615	Seminar in C&IS	3
LS 616	Social Justice & Inclusion	3
LS 617	Seminar in C&IS	3
LS 618	Social Justice & Inclusion	3
LS 619	Seminar in C&IS	3
LS 620	Social Justice & Inclusion	3
LS 621	Seminar in C&IS	3
LS 622	Social Justice & Inclusion	3
LS 623	Seminar in C&IS	3
LS 624	Social Justice & Inclusion	3
LS 625	Seminar in C&IS	3
LS 626	Social Justice & Inclusion	3
LS 627	Seminar in C&IS	3
LS 628	Social Justice & Inclusion	3
LS 629	Seminar in C&IS	3
LS 630	Social Justice & Inclusion	3
LS 631	Seminar in C&IS	3
LS 632	Social Justice & Inclusion	3
LS 633	Seminar in C&IS	3
LS 634	Social Justice & Inclusion	3
LS 635	Seminar in C&IS	3
LS 636	Social Justice & Inclusion	3
LS 637	Seminar in C&IS	3
LS 638	Social Justice & Inclusion	3
LS 639	Seminar in C&IS	3
LS 640	Social Justice & Inclusion	3
LS 641	Seminar in C&IS	3
LS 642	Social Justice & Inclusion	3
LS 643	Seminar in C&IS	3
LS 644	Social Justice & Inclusion	3
LS 645	Seminar in C&IS	3
LS 646	Social Justice & Inclusion	3
LS 647	Seminar in C&IS	3
LS 648	Social Justice & Inclusion	3
LS 649	Seminar in C&IS	3
LS 650	Social Justice & Inclusion	3
LS 651	Seminar in C&IS	3
LS 652	Social Justice & Inclusion	3
LS 653	Seminar in C&IS	3
LS 654	Social Justice & Inclusion	3
LS 655	Seminar in C&IS	3
LS 656	Social Justice & Inclusion	3
LS 657	Seminar in C&IS	3
LS 658	Social Justice & Inclusion	3
LS 659	Seminar in C&IS	3
LS 660	Social Justice & Inclusion	3
LS 661	Seminar in C&IS	3
LS 662	Social Justice & Inclusion	3
LS 663	Seminar in C&IS	3
LS 664	Social Justice & Inclusion	3
LS 665	Seminar in C&IS	3
LS 666	Social Justice & Inclusion	3
LS 667	Seminar in C&IS	3
LS 668	Social Justice & Inclusion	3
LS 669	Seminar in C&IS	3
LS 670	Social Justice & Inclusion	3
LS 671	Seminar in C&IS	3
LS 672	Social Justice & Inclusion	3
LS 673	Seminar in C&IS	3
LS 674	Social Justice & Inclusion	3
LS 675	Seminar in C&IS	3
LS 676	Social Justice & Inclusion	3
LS 677	Seminar in C&IS	3
LS 678	Social Justice & Inclusion	3
LS 679	Seminar in C&IS	3
LS 680	Social Justice & Inclusion	3
LS 681	Seminar in C&IS	3
LS 682	Social Justice & Inclusion	3
LS 683	Seminar in C&IS	3
LS 684	Social Justice & Inclusion	3
LS 685	Seminar in C&IS	3
LS 686	Social Justice & Inclusion	3
LS 687	Seminar in C&IS	3
LS 688	Social Justice & Inclusion	3
LS 689	Seminar in C&IS	3
LS 690	Social Justice & Inclusion	3
LS 691	Seminar in C&IS	3
LS 692	Social Justice & Inclusion	3
LS 693	Seminar in C&IS	3
LS 694	Social Justice & Inclusion	3
LS 695	Seminar in C&IS	3
LS 696	Social Justice & Inclusion	3
LS 697	Seminar in C&IS	3
LS 698	Social Justice & Inclusion	3
LS 699	Seminar in C&IS	3
LS 700	Social Justice & Inclusion	3
LS 701	Seminar in C&IS	3
LS 702	Social Justice & Inclusion	3
LS 703	Seminar in C&IS	3
LS 704	Social Justice & Inclusion	3
LS 705	Seminar in C&IS	3
LS 706	Social Justice & Inclusion	3
LS 707	Seminar in C&IS	3
LS 708	Social Justice & Inclusion	3
LS 709	Seminar in C&IS	3
LS 710	Social Justice & Inclusion	3
LS 711	Seminar in C&IS	3
LS 712	Social Justice & Inclusion	3
LS 713	Seminar in C&IS	3
LS 714	Social Justice & Inclusion	3
LS 715	Seminar in C&IS	3
LS 716	Social Justice & Inclusion	3
LS 717	Seminar in C&IS	3
LS 718	Social Justice & Inclusion	3
LS 719	Seminar in C&IS	3
LS 720	Social Justice & Inclusion	3
LS 721	Seminar in C&IS	3
LS 722	Social Justice & Inclusion	3
LS 723	Seminar in C&IS	3
LS 724	Social Justice & Inclusion	3
LS 725	Seminar in C&IS	3
LS 726	Social Justice & Inclusion	3
LS 727	Seminar in C&IS	3
LS 728	Social Justice & Inclusion	3
LS 729	Seminar in C&IS	3
LS 730	Social Justice & Inclusion	3
LS 731	Seminar in C&IS	3
LS 732	Social Justice & Inclusion	3
LS 733	Seminar in C&IS	3
LS 734	Social Justice & Inclusion	3
LS 735	Seminar in C&IS	3
LS 736	Social Justice & Inclusion	3
LS 737	Seminar in C&IS	3
LS 738	Social Justice & Inclusion	3
LS 739	Seminar in C&IS	3
LS 740	Social Justice & Inclusion	3
LS 741	Seminar in C&IS	3
LS 742	Social Justice & Inclusion	3
LS 743	Seminar in C&IS	3
LS 744	Social Justice & Inclusion	3
LS 745	Seminar in C&IS	3
LS 746	Social Justice & Inclusion	3
LS 747	Seminar in C&IS	3
LS 748	Social Justice & Inclusion	3
LS 749	Seminar in C&IS	3
LS 750	Social Justice & Inclusion	3
LS 751	Seminar in C&IS	3
LS 752	Social Justice & Inclusion	3
LS 753	Seminar in C&IS	3
LS 754	Social Justice & Inclusion	3
LS 755	Seminar in C&IS	3
LS 756	Social Justice & Inclusion	3
LS 757	Seminar in C&IS	3
LS 758	Social Justice & Inclusion	3
LS 759	Seminar in C&IS	3
LS 760	Social Justice & Inclusion	3
LS 761	Seminar in C&IS	3
LS 762	Social Justice & Inclusion	3
LS 763	Seminar in C&IS	3
LS 764	Social Justice & Inclusion	3
LS 765	Seminar in C&IS	3
LS 766	Social Justice & Inclusion	3
LS 767	Seminar in C&IS	3
LS 768	Social Justice & Inclusion	3
LS 769	Seminar in C&IS	3
LS 770	Social Justice & Inclusion	3
LS 771	Seminar in C&IS	3
LS 772	Social Justice & Inclusion	3
LS 773	Seminar in C&IS	3
LS 774	Social Justice & Inclusion	3
LS 775	Seminar in C&IS	3
LS 776	Social Justice & Inclusion	3
LS 777	Seminar in C&IS	3
LS 778	Social Justice & Inclusion	3
LS 779	Seminar in C&IS	3
LS 780	Social Justice & Inclusion	3
LS 781	Seminar in C&IS	3
LS 782	Social Justice & Inclusion	3
LS 783	Seminar in C&IS	3
LS 784	Social Justice & Inclusion	3
LS 785	Seminar in C&IS	3
LS 786	Social Justice & Inclusion	3
LS 787	Seminar in C&IS	3
LS 788	Social Justice & Inclusion	3
LS 789	Seminar in C&IS	3
LS 790	Social Justice & Inclusion	3
LS 791	Seminar in C&IS	3
LS 792	Social Justice & Inclusion	3
LS 793	Seminar in C&IS	3
LS 794	Social Justice & Inclusion	3
LS 795	Seminar in C&IS	3
LS 796	Social Justice & Inclusion	3
LS 797	Seminar in C&IS	3
LS 798	Social Justice & Inclusion	3
LS 799	Seminar in C&IS	3
LS 800	Social Justice & Inclusion	3

**Footnotes**

<sup>1</sup> See also School Libraries for information about serving youth in a school library setting.

<b>Information Literacy</b>		<b>Hours</b>
LS 502	Research Methods	3
LS 507	User Ctr Info Services	3
LS 527	Info Lit. Instruct.	3
Reference Specialization Electives		
LS 512	Info Resources:Science	3
LS 567	Digital Reference	3
Electives for Providing Info Literacy Support to Diverse Populations		
LS 544	Cultural Div Prog Youth & Fam	3
LS 565	Social Media and Informatics	3
LS 580	Outreach to Diverse Population	3
LS 581	Universal Access	3
LS 582	Race Gender & Sexuality in LIS	3
LS 584	Data Bias	3
Digital Literacy Electives		
LS 583	Social Aspects of Information	3
Other Relevant Electives		
LS 505	Collection Development	3
LS 515	Information Ethics	3

LS 566	Metadata Fundamentals	3
Management Elective (choose one)		
LS 530	Public Libraries	3
LS 531	Academic Libraries	3
LS 533	Spec Libr & Info Centrs	3

### School Library Media Concentration (Class A Certification)

For candidates admitted to the Class A Library Media program July 1, 2017, and thereafter, a minimum GPA of 3.25 on all courses in the Alabama State Board of Education approved library media program is required for certification.

Students pursuing Library Media certification should refer to the State-approved program checklist to ensure that requirements are met. In addition to completing an approved program of study, the candidate is required to pass a comprehensive assessment administered by the School of Library and Information Studies (SLIS) and earn a passing score on the Praxis for Library Media Specialist.

If courses equivalent to any of these required courses have been taken previously, substitutions may be made, with the approval of a faculty advisor and the SLIS school library media coordinator.

#### MLIS - School Library Media Concentration (Class A Certification) Hours Core

LS 500	Info Sci & Tech	3
LS 501	Information in Communities	3
LS 513	Professional Paths	3
Credit Hours Subtotal:		9

#### School Library Media Concentration

LS 504	Media Prod & Utilization	3
LS 532	School Media Centers	3
LS 542	Instruct Design & Dev	3
LS 572	Intern Sch Media Cntrs	3
Credit Hours Subtotal:		12

#### Electives

LS 502	Research Methods	3
LS 507	User Ctr Info Services	3
LS 520 or	Early Child Lit & Story Prog	3
LS 521	Matl & Serv Children	
LS 522	Matl & Serv YA	3

#### Ancillary BEF course 3

BEF 503	History Of Amer Educn	
BEF 507	Sociology Of Education	
BEF 534	Multicultural Education	
BEF 575	Found Educn Through Film	
BEF 607	Readings In Soc Of Ed	
BEF 650	Critical Race Theory In Educ	
BEF 667	Multicult Soc Ed Leadership	
BEF 681	Ethics And Education	
Credit Hours Subtotal:		15

SPE 500 is required if a special education survey course was not part of the undergraduate program or another graduate program. 0-3

**Total Hours 36-39**

### Archival Studies Concentration

The School of Library & Information Studies at The University of Alabama offers a program of study within the MLIS degree that leads to an ACHE-recognized concentration in Archival Studies. This concentration provides a comprehensive grounding in the academic discipline of archival studies, and an understanding of the theory, art, and practice that informs archival work. Students have the opportunity to develop competencies for work with rare books, manuscripts, traditional records, and digital media.

Graduates of the concentration leave prepared for employment in academic, cultural, public, governmental, and corporate environments. Recent graduates are currently employed at leading institutions, including the Alabama Department of Archives and History (ADAH), the New York State Archives, the University of Washington, Birmingham-Southern College, and Samford University.

In addition to the MLIS requirements, the Archival Studies Concentration requires completion of the following curriculum:

Archival Studies Concentration Requirements (in addition to MLIS Requirements):		Hours
LS 555	Intro Archival Studies	3
LS 556	Archival Theory & Practice	3
LS 557	Archival Appraisal	3
LS 558	Archival Repres., Access & Use	3
Approved archival studies electives		6

### Transfer Requirements and Credit for Non-Letter Graded Courses

Graduate credit may be transferred from another accredited university or may be elected from the offerings of other departments. Thesis credit cannot be transferred from another university. **SLIS Nine-hour Rule:** No more than nine hours of credit can be applied toward the MLIS for any combination of graduate courses taken outside SLIS, directed research courses, internships, and thesis credit. These hours may be combined as follows:

#### Coursework

Six hours of approved credit for graduate work taken outside SLIS and three hours of credit for a directed research course or internship; or

Six hours of credit for any combination of directed research courses and internships and three hours of approved credit for graduate work taken outside SLIS.

#### Thesis

Six hours of thesis credit and three hours of credit for directed research course or internship; or

Six hours of thesis credit and three hours of approved credit for graduate work taken outside SLIS.

More information about transfer requirements can be found from the Graduate School.

### Comprehensive Examination/Capstone Requirements

All MLIS students are required to complete a comprehensive portfolio reflecting their learning in relation to the MLIS program learning outcomes. This portfolio is a representation of student growth during their coursework.

Final portfolios include work samples from courses taken throughout the program, and are due during the final semester of coursework. Specific submission deadlines are communicated to students each semester.

## **Programmatic Learning Outcomes (PLOs) for the MLIS Degree**

The programmatic learning outcomes (PLOs) for students enrolled in the MLIS degree are aligned with the American Library Association's Standards for Accreditation. The PLOs are:

(1) Students will have the skills and knowledge to understand the role of technology in library and information services; (2) Students will be able to use evidence to inform library and information practices; (3) Students will be able to critically articulate the philosophy, principles, and ethics of library and information science; and (4) Students will be able to practice principles of social and cultural justice in their preparation for careers in library and information environments.

## **Plan I: Thesis Option**

Candidates for the master's degree under the thesis plan must earn a minimum of 36 credit hours, including nine hours of required courses, and six hours of thesis credit (LS 599); no more than six hours of thesis credit may be counted toward the degree.

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I: Thesis. The subject chosen must be related to library and information studies and must be approved by the student's thesis director, the student's thesis committee, and the SLIS Director.

The thesis committee must include three individuals, including at least two full-time SLIS faculty members, at least one of whom must be a full member of the graduate faculty; a third committee member may be a faculty member from another department of the University, a faculty member from another institution, or a well-qualified practitioner. All committee members must hold appropriate Graduate Faculty status.

The student must obtain committee approval for a prospectus for the thesis project prior to enrolling in thesis credit; a formal defense of the prospectus will constitute the final examination for the MLIS degree.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting. The thesis defense shall be made orally before the student's thesis committee and will be open to the public.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also has posed troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects, the principal investigator – normally the student – is responsible for contacting the college's Human Research Review Committee to obtain approval for the planned research. Both the student and the thesis chair are responsible for completing IRB training.

## **Plan II: Non-Thesis Option**

Candidates for MLIS degree under the non-thesis plan must earn a minimum of 36 credit hours, including nine hours of required courses, from the School of Library and Information Studies (SLIS). Courses offered by the College of Communication and Information Sciences, as well as those in other University of Alabama academic units outside SLIS, can be taken on approval by a student's academic advisor. No more than six hours of courses can be taken outside of SLIS. All work must be completed with a grade average of "B" or better. A comprehensive portfolio comprised of course assignments reflecting program learning outcomes is required of all students.

## **Time Limits for Degree Completion Requirements**

All requirements for the master's degree must be completed during the six years (18 consecutive semesters) immediately preceding the date on which the degree is to be awarded. Additional information about time limits for degree completion for Masters programs is available at the Graduate School.

## **Student Progress Requirement**

All graduate students must earn and maintain an overall graduate grade point average (GPA) of 3.0 or better for all graduate courses undertaken at The University of Alabama. Grades below "C" count in computing the GPA but do not carry credit toward a degree. A graduate student with good academic standing whose GPA drops below 3.0 at any time after earning 12 semester hours will have earned Academic Warning.

Students who have earned academic warning or are in non-degree status may not hold graduate assistantships.

A student placed on Academic Warning has the next 12 hours of graduate work to raise the overall graduate GPA to 3.0 or better. The overall graduate GPA after the next 12 hours following academic warning must be at least 3.0 to avoid Academic Suspension (dismissal) from the Graduate School.

Note that academic dismissal from the department or Graduate School differs from dismissal for academic misconduct. Academic misconduct results in dismissal from the University. The Academic Misconduct policy may be found at the Provost's website.

Additional information about student progress and scholastic requirements is available on the Graduate School website.

## **Permission to Continue Admission**

Under exceptional circumstances, a student may be admitted to the MLIS program if they do not meet the GPA requirement for regular admission (GPA of 3.0). If such an applicant is admitted, they will need to obtain permission to continue in the program after the first 12 semester hours of graduate-level work have been completed. Permission to continue is

earned by achieving a GPA of "B" or better (3.0) in the first 12 semester hours. If the 12 hours are completed in a term in which the total credits exceed 12, the evaluation is made on the basis of all graduate-level work completed at the end of that term of enrollment. Once a student has been given the permission to continue they will be evaluated by the same student progress guidelines as regular admission students.

Students admitted under permission to continue designation who do not meet the 3.0 requirement after their first 12 hours of graduate-level work will not receive permission to continue in their graduate program and will be dropped from the program.

## **Academic Misconduct Information**

Student academic misconduct is not permitted. In the event of perceived academic misconduct, the University Academic Misconduct Policy will be followed. More information is available [here](#).

## **Withdrawal or Leave of Absence Information**

Students who need to withdraw from a course, the university or take a leave of absence should contact their academic advisor and the SLIS director. Additional information is available on the Graduate School website related to withdrawals and leaves of absence.

## **Academic Grievances Information**

Academic grievances are addressed according to the "University-Wide Academic Grievance Procedures" outlined in the University of Alabama Faculty Handbook.

## **Grades and Academic Standing**

See [here](#) for Graduate School Policy information.

## **Graduate School Deadlines Information**

The University of Alabama Graduate School keeps a calendar of specific student deadlines available on the Graduate School website.

## **Application for Graduation Information**

Once requirements for the degree are completed, each candidate for a master's degree must apply for graduation through the Office of the Graduate School prior to the deadline posted each semester on the University of Alabama's Registrar Academic Calendar. The form "Application for Degree" is required for this purpose, and must be completed online via [mybama](#).