Welcome to the Department of Educational Psychology and Higher Education at UNLV! The Department of Educational Psychology & Higher Education provides instruction in, and the delivery of innovative research, to inform the educational process from early childhood through higher education. Our mission is accomplished through: 1) Preparing graduates for leadership positions in diverse settings and roles, including faculty in colleges and universities, student services in higher education, measurement and evaluation specialists in public and private settings, school psychology practitioners at local, state, national, and international levels, and licensed administrators for PK-12 schools. 2) Providing foundational support for programs across the university including core content in the psychology of learning, motivation, cognition, problem solving, instruction, human development, and psychological and educational measurement, statistics, evaluation, and research methodology, and 3) Investigating educational policy and informing practice in PK-12 and higher education institutions. We are very excited you have chosen to help shape the future of education through your study at UNLV. This handbook is intended to serve as a guide on journey.

Alice Corkill, Ph.D., Chair, Educational Psychology and Higher Education

Mission Statement(s)

The Department of Educational Psychology & Higher Education provides instruction in, and the delivery of innovative research, to inform the educational process from early childhood through higher education. Our mission is accomplished through:

- Preparing graduates for leadership positions in diverse settings and roles, including faculty in colleges and universities, student services in higher education, measurement and evaluation specialists in public and private settings, school psychology practitioners at local, state, national, and international levels, and licensed administrators for PK-12 schools.
- Providing foundational support for programs across the university including core content in the psychology of learning, motivation, cognition, problem solving, instruction, human development, and psychological and educational measurement, statistics, evaluation, and research methodology.
- Investigating educational policy and informing practice in PK-12 and higher education institutions.
Purpose
The purpose of this handbook is to provide program specific information that is not found in the UNLV Graduate Catalog. Students are responsible for understanding and following the policies and procedures delineated in this document and the UNLV Graduate Catalog, as well as the NSHE Code, UNLV Bylaws, and the UNLV Student Conduct Code. Questions about policies should be directed to the Graduate College: valarie.burke@unlv.edu or emily.lin@unlv.edu.

Department Graduate Faculty
A current listing of the graduate faculty can be found in the UNLV Graduate Catalog. Faculty must hold graduate faculty status to be involved in graduate education at UNLV. For up to date information regarding graduate faculty status in your department, visit the Graduate Faculty status web page.

Educational Psychology and Higher Education Faculty

Program Information

Master of Science - Educational Psychology
https://catalog.unlv.edu/preview_program.php?catoid=30&poid=9071

Master of Education - Higher Education
https://catalog.unlv.edu/preview_program.php?catoid=30&poid=9085

Master of Education – Educational Policy & Leadership
https://catalog.unlv.edu/preview_program.php?catoid=30&poid=9177

Graduate Certificate in Higher Education
https://catalog.unlv.edu/preview_program.php?catoid=30&poid=9154

Graduate Certificate in Chief Diversity Officer in Higher Education
https://catalog.unlv.edu/preview_program.php?catoid=30&poid=9176

Graduate Certificate in College Sport Leadership
https://catalog.unlv.edu/preview_program.php?catoid=30&poid=9179

Graduate Certificate in Program Evaluation and Assessment
https://catalog.unlv.edu/preview_program.php?catoid=30&poid=9190

Contact Information
https://www.unlv.edu/ephe

Department Chair
Dr. Alice Corkill, Carlson Education Building, Alice.Corkill@unlv.edu

Graduate Coordinators
Educational Psychology and Higher Education
Dr. Nancy Lough, CEB 317, Nancy.lough@unlv.edu

Educational Policy and Leadership
Dr. Dana Bickmore, CEB 316, Dana.bickmore@unlv.edu

Department Main Office
Laura Canon, Carlson Education Building, Laura.Canon@unlv.edu, 702-895-5355

Program Requirements
Program requirements regarding admission, coursework, and culminating experience are found in the graduate catalog.

Advisory Committee Guidelines
For programs that require a thesis or dissertation, a graduate advisory committee is mandatory and must conform to the Degree Progression Policies and Procedures provided in the graduate catalog.
Degree Program Benchmarks
Information on Timeline, Comprehensive Exams, Thesis (when applicable) and Culminating Experiences are provided below for each degree and certificate.

Program Timeline
The credit hours and additional requirements for each degree and certificate are provided below. The timeline to completion is dependent upon the number of credits pursued each semester, including summer. Time to degree often varies significantly depending on each student’s obligations and commitments in addition to chosen credit hour load.

<table>
<thead>
<tr>
<th>Degree Program</th>
<th>Please see Graduate Catalog for requirements.</th>
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<tbody>
<tr>
<td>Master of Science – Educational Psychology</td>
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<td>Master of Education – Higher Education</td>
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Professional Code of Ethics/Discipline Guidelines
UNLV Graduate College policy regarding academic integrity can be found in the graduate catalog.

Annual Review Procedures
Each spring term, graduate students are required to complete the Graduate Student Annual Review survey. This survey will be sent by the Graduate College to the student’s Rebelmail account. The review covers the prior calendar year and assesses student progress while setting goals for the year ahead.

Probation
If a student fails to successfully progress in their degree program, their department/school will recommend that the student be placed on probation by the Graduate College. Students on probation may be dismissed/separated from their program for failing to successfully meet the conditions of their probation by the deadline provided. Please see the Probation and Separation section of the Graduate Catalog for more information.

Discipline Resources
APA style is required for EPY, EPL and Higher Education programs.
https://apastyle.apa.org/
https://apastyle.apa.org/manual

Professional Organizations & Conferences to be involved in include:
American Psychological Association https://www.apa.org/about/index
American Educational Research Association https://www.aera.net/About-AERA
Association for the Study of Higher Education https://www.ashe.ws/aboutashe

Important Journals
Journal of Educational Psychology https://www.apa.org/pubs/journals/edu/
Educational Psychologist https://www.tandfonline.com/toc/hedp20/current
Review of Higher Education https://www.press.jhu.edu/journals/review-higher-education
Journal of Higher Education https://www.jstor.org/journal/jhighereducation

University Resources
Professional Development Academy
The goal of the Professional Development Academy is to serve as a virtual resource providing support and many professional opportunities to UNLV graduate students. The Academy offers information about events and services such as graduate certificate programs, workshops, training sessions and career services. You can follow Academy activities via social media or look for regular updates on the website.

Academic Success Center
The goal of the Academic Success Center is to help students do well academically and complete their studies on time. They offer or will refer you to such programs and resources as tutoring, advising, skills testing, career exploration and more. They guide students every step of the way to the many established resources created to ensure they complete their educational goals. Learn more about the programs and services the center currently offers.

Alumni Association
With an alumni base 120,000 strong, the UNLV Alumni Association offers a variety of services and opportunities in support of alumni and their families. UNLV alumni are encouraged to support the values of higher learning through advocacy, involvement, and giving.

Commencement Office
Located in the UNLV Office of the Registrar, the commencement office is the last step in the graduation process. Please check with the commencement office for information on the commencement ceremony and your diploma; for all other information about graduate student degree completion and graduation, including thesis/dissertation requirements and doctoral hooding, please contact the Graduate College.

Office of Diversity Initiatives
The vision of the Office of Diversity Initiatives is to advocate, promote, and support the advancement of equity, inclusiveness, and empowerment of a continuously changing collegiate and global community. The mission of the Office of Diversity Initiatives is to provide leadership and support for UNLV’s diversity mission: to nurture equity, diversity, and inclusiveness that promotes respect, support, and empowerment. This Office also handles UNLV Title IX questions, inquiries, and reporting.

Disability Resource Center (DRC)
The DRC is committed to supporting students with disabilities at UNLV through the appropriate use of advocacy, accommodations, and supportive services to ensure access to campus courses, services, and activities. The DRC is the university-designated office that determines and facilitates reasonable accommodations in compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973. Graduate students with disabilities must disclose to the DRC in order to receive appropriate accommodations.

Office of International Student and Scholars
International Students and Scholars (ISS) ensures compliance with both SEVIS (Student and Exchange Visitor Information System) and federal law, so that the university can continue to be authorized by the U.S. federal government to enroll international students; host and hire international scholars; assist and advise employment eligibility and authorization relating to international students and scholars, and visa, travel, and immigration issues; provide critical and specialized services to the
international students and scholars of the UNLV community; and facilitate their transition to the
campus and the U.S.

Jean Nidetch Women’s Center
The Jean Nidetch Women’s Center is committed to creating a supportive and inclusive environment
for all genders through programming, services, and advocacy for the UNLV community. The
Women’s Center has informational resources, brochures, and flyers for a variety of on and off campus
organizations to help empower and protect yourself, and learn about your options. They also provide
free tampons, pads, and condoms.

The Intersection
The Intersection is a one-stop resource for UNLV’s highly diverse student body — a comprehensive
multicultural center grounded in the academic life of our students. As an intersecting campus
resource, the Intersection helps ensure students, particularly first-generation and students of color,
successfully navigate their academic careers. Here, all members of campus can discuss their
differences, discover their similarities, and build a shared sense of belonging.

UNLV Libraries
UNLV Libraries has always been more than books; they are about encouraging students and creating
quality programs that elevate growth and learning. Please visit their website for important information
about the services they offer to graduate students.

Graduate & Professional Student Association (GPSA)
The Graduate & Professional Student Association serves all currently enrolled University of Nevada,
Las Vegas graduate and professional students. The GPSA maintains the Graduate Student Commons
located in the Lied Library room 2141. The facility a working office equipped with a copier, fax,
flatbed scanners, color laser printer, office supplies, and computers with printers and a small kitchen
area. The GPSA is the graduate student governance body at UNLV; the GPSA Council consists of
one graduate student representative from each graduate department, and they meet monthly. The
GPSA also provides volunteer opportunities, sponsors social events, and supports graduate student
research through the graduate research and travel grants program.

Office of Student Conduct
The Office of Student Conduct is a student-centered, service-oriented office located within the
Division of Student Affairs. The Office of Student Conduct collaborates with the UNLV community
to provide an inclusive system through enforcement of the UNLV Student Code of Conduct by:

• Promoting awareness of student rights and responsibilities;
• Establishing accountability for student choices;
• Creating opportunities for involvement in the process; and
• Striving to uphold the values and ethics that advance the common good.

Military and Veteran Services Center
The Military and Veteran Service Center is staffed with veterans and GI Bill-experienced staff to assist
more than 1,000 veterans, dependents, active duty service members, National Guard members, and
reservists. Their mission is to develop a welcoming, veteran-friendly campus environment that fosters
academic and personal success.

The Financial Aid & Scholarships Office
The Financial Aid & Scholarships Office supports higher-education access and persistence by
providing financial aid to eligible students. The office partners with student organizations, the UNLV
Foundation, the Graduate College, and other external constituents to provide financial aid learning
opportunities and scholarship support for graduate students.

Writing Center
This is a free service to UNLV students to help you with any writing project, from papers to creative
writing, to resumes, and we can work with you at any stage of the writing process. The center can help
you brainstorm, make an outline, work on your drafts, or just be a soundboard for your ideas. The center staff can assist you in person, or via the Online Writing Lab (OWL) page.

**University Policies and Procedures**

Graduate students are responsible for knowing and acting in accordance with UNLV Policies and Procedures. To view the most commonly referenced campus policies and procedures, you can refer to the following websites:

- Academic Integrity
- Activation for Military Service
- FERPA/Privacy Rights
- Health Insurance - Mandatory
- Jeanne Clery Campus Safety and Security Report
- Proof of Immunization
- Policies and Procedures on the Protection of Research Subjects
- Rebelmail Policy
- Student Conduct Code
- Student Computer Use Policy
- Title IX

To ensure compliance with Graduate College policies and procedures, please review the relevant sections of the Graduate Catalog:

- Academic Calendar
- Academic Policies
- Admission and Registration Information
- Degree Progression Policies & Procedures

In addition, the Graduate College website contains additional information regarding policies and procedures.

*Nothing in this handbook supersedes any NSHE, UNLV, or Graduate College policy.*

**Handbook Information**

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<tr>
<th>Last revised</th>
<th>Revised by</th>
<th>Changes summary</th>
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<td>8.15.2019</td>
<td>N.Lough</td>
<td>Update with current information for all programs</td>
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