



M.S. in Kinesiology and M.S. in Exercise Physiology Program Handbook

Welcome

Congratulations on beginning your graduate education at the University of Nevada, Las Vegas and welcome to the Department of Kinesiology & Nutrition Sciences. We hope that you will have many positive experiences and interactions during your time with us, and we hope that we can effectively assist you in your growth and development. For information and helpful links, visit the Department of Kinesiology and Nutrition Sciences' admissions page at:
<http://www.unlv.edu/kns/kinesiology/admissions>

Mission Statement

The Department of Kinesiology & Nutrition Sciences at the University of Nevada, Las Vegas is committed to an interdisciplinary approach to professional preparation within the field of Kinesiology. We strive to create an environment that supports excellence in basic and applied research. Our mission is to provide the students and citizens of the state of Nevada with an academic unit that provides a program of study in the science of human movement for students interested in the allied health professions.

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 GradAssociateDean@unlv.edu.

Department Graduate Faculty

A current listing of the graduate faculty can be found in the UNLV Graduate Catalog. Faculty must hold either associate or full 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](#).

Program Information

Degree #1: M.S. in Kinesiology

Sub-Plans: Biomechanics; Athletic Training, Motor Control/Learning;
Program Information can be found in the [UNLV Graduate Catalog](#).

Degree #2: M.S. in Exercise Physiology

Program Information can be found in the [UNLV Graduate Catalog](#).

Contact Information

Department Website: <http://www.unlv.edu/kns/kinesiology>

Department Chair

Brian Schilling Ph.D., BHS 329, brian.schilling@unlv.edu

M.S. Graduate Coordinator

James W. Navalta, Ph.D., BHS 334, james.navalta@unlv.edu

Department Main Office

BHS 319, kinesiology@unlv.edu, Phone: 702.895.0996, Fax: 702.895.1500

Program Requirements

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

Advisory Committee Guidelines

A Graduate Advisory Committee is mandatory and must conform to the Degree Progression Policies and Procedures provided in the graduate catalog. Applicants to the program are strongly encouraged to have a faculty member identified (cooperatively) to serve as their mentor/advisor prior to **application** to the program. This faculty member must have full Graduate Faculty status in the Department and be in good standing in the Graduate College. In addition to the faculty mentor/advisor who serves as the Chair of the thesis or professional paper committee, a minimum of two additional faculty from within the department with at least Associate Graduate Faculty status, also serve on the Advisory Committee. The Graduate College Representative, a faculty member with full Graduate Faculty status outside of the Department of KNS, is also required to serve on the Advisory Committee. Thus, the Advisory Committee consists of a minimum of three faculty members from within the department and a fourth faculty member from outside of the department.

Degree Program Benchmarks

Students can track the progress towards the degree via MyUNLV's degree audit function (Student Center – Academics – Other Academics – Degree Audit Report). Courses that you intend to count towards your degree that are not listed in the Degree Audit Report require the completion of a Degree Audit Companion form. This form requires the approval of the advisor and the Graduate College.

A **pre-prospectus meeting** is required for all M.S. students who will write a thesis. The pre-prospectus document is a draft outline of the student's concept for the thesis project. The student's advisory committee may suggest changes or verbally approve the project concept. Following approval of the project concept, the student may proceed with the prospectus.

The **professional paper prospectus** document is a draft outline of the student's concept for the professional paper project. The student's advisory committee may suggest changes or verbally approve the project concept. Following approval of the project concept, the student may proceed with the professional paper.

The **thesis prospectus** precedes the research. At this time, the student presents their thesis proposal to their Advisory Committee in a public forum in both written and oral form. The Advisory Committee may accept the proposal as presented, recommend minor changes to the study design or methodology, or request that the student conduct a major revision and repeat the prospectus. Upon acceptance of the prospectus, the student is allowed to commence their research.

The final examination for the M.S. degree comes in the form of public oral defense of the written thesis or professional paper. The Advisory Committee may extend the defense into cognate fields related to the subject topic. The Advisory Committee determines whether or not the student passes the defense.

Program Timeline

It is anticipated that this program will require four semesters of graduate student enrollment at 6 to 9 credits per semester. A student may accelerate the timeline by taking additional credits during the summer semesters.

Professional Code of Ethics/Discipline Guidelines

UNLV Graduate College policy regarding academic integrity can be found in the graduate catalog.

Annual Review Procedures

Your advisor will evaluate your progress at the end of each semester. You may, at any time, request a meeting with your advisor to discuss any issues, problems, or concerns. We strongly encourage you to communicate with your advisor on a regular basis.

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.

University Resources

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 90,000 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 Registrar's Office, 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.

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.

Office of Veteran Services

The UNLV Office of Veteran Services 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

Last revised	Revised by	Changes summary
December 18, 2014	Richard Tandy	Added information and links specific to M.S. programs
May 2, 2016	Richard Tandy	Update of contact information; edited prospectus information for thesis and professional paper; addition of department-level annual review