



IUP Graduate Handbook

Master of Science in Sport Science

Department of Kinesiology, Health, and Sport Science

Handbook Updated 2023

Master's of Science and Sport Science
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Program Website: <https://www.iup.edu/kines/grad/>

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Introduction

Welcome to the Department of Kinesiology, Health, and Sport Science! We are delighted that you have decided to join us. Students can choose a thesis or internship option. The thesis option allows students to gain experience in the design and implementation of research within the field of exercise science. The internship option allows students to gain experience in the workplace in a variety of settings including hospitals, wellness centers, and corporate and community-based fitness facilities. Graduation from this program will provide students with the necessary preparation for certification from organizations including the American College of Sports Medicine, the National Strength and Conditioning Association, and the National Academy of Sports Medicine.

Indiana University of Pennsylvania

Founded in 1875, IUP is a vibrant, comprehensive, research-based, teaching-focused, student-centered learning community. IUP combines the academic opportunities of a large university with the highly personalized and intimate learning-centered environment of a small college. Almost 13,000 undergraduate and graduate students are enrolled in our accredited and nationally recognized programs, enjoying traditional and nontraditional classroom experiences, engaging in research and service activities with their faculty mentors, becoming lifelong learners, preparing for rewarding careers and productive lives, and developing leadership skills for effective citizenship.

IUP's Civility Statement

As a university of different peoples and perspectives, IUP aspires to promote the growth of all people in their academic, professional, social, and personal lives. Students, faculty, and staff join together to create a community where people exchange ideas, listen to one another with consideration and respect, and are committed to fostering civility through university structures, policies, and procedures. We, as members of the university, strive to achieve the following individual commitments:

To strengthen the university for academic success, I will act honestly, take responsibility for my behavior and continuous learning, and respect the freedom of others to express their views.

To foster an environment for personal growth, I will honor and take care of my body, mind, and character. I will be helpful to others and respect their rights. I will discourage intolerance, hatred, and injustice, and promote constructive resolution of conflict.

To contribute to the future, I will strive for the betterment of the community, myself, my university, the nation, and the world.

Affirmative Action

Indiana University of Pennsylvania is committed to providing leadership in taking affirmative action to attain equal educational and employment rights for all persons, without regard to race, religion, national origin, ancestry, sex, physical handicap, or affectional or lifestyle orientation. This policy is placed in this document in accordance with state and federal laws including Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973 as well as federal and state executive orders. This policy extends to disabled veterans and veterans of the Vietnam era. Please direct inquiries concerning equal opportunity to: Office of the Provost, 205 Sutton Hall, 1011 South Drive, IUP, Indiana, PA 15705-1046 U.S.A.

For more information, view the graduate catalog

<https://catalog.iup.edu/content.php?catoid=7&navoid=951>

Title IX Reporting Requirement

For more information regarding Title IX Reporting Requirement policy, view the Graduate Catalog:

<https://catalog.iup.edu/content.php?catoid=7&navoid=959>

Student Conduct and Student Rights

Policies from the office of Student Conduct

<https://www.iup.edu/studentsupportandstandards/policies/index.html>
www.iup.edu/gradcatalog

Department of Kinesiology, Health and Sport Science

The Kinesiology, Health, and Sport Science Department is a diverse and interdisciplinary department that offers multiple nationally accredited programs of study designed to promote lifetime, health, fitness, and physical activity across the lifespan. Curriculum requirements are specific to each program of study and include opportunities for student centered learning and “hands-on” practical experiences. Students learn and apply their skills using up-to-date technology in the classroom and clinical settings. Classes are taught by outstanding faculty members who are active in research and service to their academic disciplines and who are committed to student professional development. Graduates are prepared to assume leadership roles in a variety of occupational settings, including educational, corporate, medical, and community sites.

Mission Statement and Program Objectives

The Kinesiology, Health, and Sport Science Department is a diverse and interdisciplinary department that offers multiple nationally accredited programs of study designed to:

- provide educational experiences that encourage lifetime health, fitness, and physical activity.
- prepare students for careers in health, physical education, athletic training, exercise science, sport management, and aquatics in varied occupational settings, including educational, corporate, medical, and community.
- foster service-learning opportunities and partnerships within the university and with the local
 - seek and develop ongoing funding, research, and scholarship opportunities to enhance academic programming and advance the knowledge base of the professional discipline.

Faculty and Staff

Dr. Richard Hsiao

Sport Management & Sport Studies Graduate Coordinator and Professor Kinesiology, Health, & Sport Science

724-357-0123

hsiao@iup.edu

Degrees

- Ph.D., Sport Administration, Florida State University
- M.B.A., Business Administration, Indiana University of Pennsylvania
- M.S., Sport Management, Indiana University of Pennsylvania

Interests Areas

- Risk Management
- Sports Psychology
- Sports Leadership
- Marketing of Sport Enterprises & Service Industries
- Impact of Strategic Brand Image Management
- Globalization Effects concerning the Sports Business Industry

Dr. Robert Alman

Exercise Science Graduate and Undergraduate Coordinator and Associate Professor
Kinesiology, Health, & Sport Science

724-357-7754

balman@iup.edu

Degrees

- D.Ed., Administration and Leadership Studies, Indiana University of Pennsylvania
- M.S., Exercise Physiology, West Virginia University

Interest Areas

- Chronic Disease
- Cardiac Rehabilitation
- Lifespan Fitness
- Health Coaching
- Fall prevention
- Stress management
- Health Fitness Instruction

Admission

To be admitted to the Master of Sport Science program, students seeking admission to graduate studies at IUP must meet the following criteria:

- Have earned a bachelor's degree from regionally accredited college or university
- Have a minimum undergraduate grade-point average of 2.4 (on a 4.0 scale) if the bachelor's degree was earned more than five years ago
- Have a minimum undergraduate GPA of 2.6 (on a 4.0 scale) if the bachelor's degree was earned five or fewer years ago
- Applicants who do not meet the undergraduate GPA criteria must submit a Miller Analogies Test (MAT) score of at least 395.

The Graduate Record Examination (GRE) is not required for application.

International student applicants must score 550 or 73 (computer-based) on their Test of English Foreign Language (TOEFL). International student can apply for provisional admission for Sport Management and Sport Studies tracks.

View the provisional admission:

<http://www.iup.edu/admissions/international/requirements/undergraduate/provisionaladmission/>

Graduate Admissions: www.iup.edu/admissions/graduate/

For more information regarding Admission Classification and Provisional Admission for International Graduate Application, view the Graduate Catalog: www.iup.edu/gradcatalog

Financial Assistance

Graduate Assistantships

Graduate assistantships at IUP are selectively awarded to highly qualified graduate students. A graduate assistant (GA) is a student employee supported by funds in the form of a stipend and tuition dollars. As the name suggests, a graduate assistant is a graduate student who works at the university in a support role. Graduate assistants, or GAs, are employed throughout the university, working in academic departments and administrative offices throughout campus. Many GAs work in the department in which they are studying to earn their master's or doctoral degree. However, you may also assume responsibilities in Admissions, Student Affairs, Housing, and many other areas that help IUP function daily. Graduate assistantships are available for students enrolled part-time and full-time. Graduate assistants may be offered a position at 8 hours, 10 hours, or 20 hours per week during the academic term and may be awarded for one term (fall or spring) or two terms (fall and spring). All graduate assistants receive a stipend and tuition dollars.

Sport Management & Sport Studies Graduate assistant will be required to work throughout the year to operate, manage and assist with daily operation in the James G. Mill Center for Health and Fitness, including fall semester, fall break, winter break, spring semester, spring break and summer break.

- As the name suggests, a graduate assistant is a graduate student who works at the university in a support role. Graduate assistants, or GAs, are employed throughout the university, working in academic departments and administrative offices throughout campus.
- Many GAs work in the department in which they are studying to earn their master's or doctoral degree. However, you may also assume responsibilities in Admissions, Student Affairs, Housing, and many other areas that help IUP function daily.
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- <https://www.iup.edu/admissions/graduate/financialaid/index.html>
- Office of Financial Aid: www.iup.edu/financialaid/

Academic Advisement

The faculty members are here to help you, especially your graduate coordinator. You can expect assistance in making timely progress towards your degree. Your graduate coordinator (or major advisor identified in your admission letter) will communicate regularly with you and will provide you with intellectual guidance and support for your scholarly efforts. Your advisor will also assist you in participating in scholarly and professional experiences that will add depth and breadth to your skills. Your graduate coordinator will provide you with accurate and timely information about academic requirements

and academic evaluation. The faculty should tell you about the availability of courses you wish to take and the program of study requirements. There should be a mutually agreed-upon set of meetings between you and your advisor (these could be e-meetings) so that you receive the guidance you need.

Campus Resources & Student Support

The School of Graduate Studies and Research: www.iup.edu/graduatestudies/
Graduate Catalog: www.iup.edu/gradcatalog
Office of Student Billing: <https://www.iup.edu/student-billing/>
Office of the Registrar: www.iup.edu/registrar/
Disability Support Services: www.iup.edu/disabilitysupport/
Office of Social Equity: www.iup.edu/social-equity/
IUP Campus Library: www.iup.edu/library/
MyIUP: www.iup.edu/myiup/
IT Support Center: www.iup.edu/itsupportcenter/
Veterans and Service Members: www.iup.edu/veterans/resource-center/
IUP Writing Center: www.iup.edu/writingcenter/
IUP Career and Professional Development Center: www.iup.edu/career/
IUP Parking Services and Visitor Center: www.iup.edu/parking/
University Policy: www.iup.edu/police/ | 724-357-2141
Crisis Intervention 24/7 Hotline: 1-877-333-2470
Student Registration: www.iup.edu/registrar/students/registration-resources/index.html

IUP Email

IUP offers an email account to all active students. **Your IUP email address is the primary means by which the university will contact you with official information and you should use for all IUP official communications. It is your responsibility to check your IUP email regularly.** Visit <https://www.iup.edu/itsupportcenter/get-support/e-mail-and-calendar/general/> to learn more about setting up this account. For more information regarding University Policy on email communications, view the Graduate Catalog: www.iup.edu/gradcatalog

Graduate Student Assembly

The Graduate Student Assembly (GSA) represents the graduate student body's interests at IUP and within the Indiana community. The GSA makes recommendations related University-wide and graduate-specific policies and in areas of concern in the cultural, intellectual, and social life of the part- and full-time graduate student. Visit www.iup.edu/graduatestudies/gsa for more information.

Programs and Degrees

Master's Program

Program Requirements (36 cr.) Required Core Curriculum (9 cr.) KHSS 602 Sport Psychology 3 cr.
KHSS 634 Current Literature in Health, Fitness & Sport 3 cr. KHSS 640 Research Methods in HPE 3 cr.

Options for Professional Specialization In addition to the required core curriculum, students select one of the following professional specializations.

Sport Management (27 cr.)

KHSS 601 Sport and Society 3 cr.
KHSS 635 Sports Leadership 3 cr.
KHSS 637 Sport Facilities Management 3 cr.
KHSS 652 Globalization of Sport Business 3 cr.
KHSS 660 Governance of Intercollegiate Athletics 3 cr.
KHSS 698 Internship 3 cr. Or KHSS 795 Thesis+ 6 cr.
ELR 631 Human Resource Management 3 cr.

Exercise Science (27 cr.)

Clinical/Research Concentration

KHSS 513 – Physical Activity and Aging 3 cr.

Or

KHSS 516 – Functional Training for Strength and Conditioning 3 cr.
KHSS 514 Exercise Electro cardiology 3 cr.
KHSS 515 Lifestyle Behavior Management for Physical Activity 3 cr.
KHSS 620 Exercise Prescription for Chronic Diseases 3 cr.
KHSS 632 Assessment of Human Physiological Function 3 cr.
KHSS 643 Advanced Exercise Physiology 3 cr.
KHSS 672 Epidemiology of Physical Activity 3 cr.
KHSS 698 Internship * 3-6 cr.
Or KHSS 795 Thesis + 6 cr.

Strength and Conditioning Concentration

KHSS 602 – Sports Psychology 3 cr.
KHSS 625 – Management Concepts in Fitness 3 cr.
KHSS 632 – Assessment of Human Physiological Function 3 cr
KHSS 634 – Current Literature in Health, Fitness and Sports 3 cr.
KHSS 640 – Research Methods for Health, Sport, and Physical Activity 3 cr.
KHSS 643 – Advanced Exercise Physiology 3 cr.
KHSS 672 – Epidemiology of Physical Activity 3 cr.
KHSS 680 – Seminar 3 cr.
KHSS 698 - Internship 9 cr.
KHSS 672 Thesis 3-6 cr.

*Non-Thesis students take KHSS 698 3-6 cr. and 3-6 cr. of electives +Thesis students take KHSS 795

Sport Studies (21 cr.)

In addition to the required 9 credits of core courses and 6 credits required course, students may select electives from any of the approved graduate-level courses to pursue a program of study in a special area of emphasis. Electives must be approved by the graduate program advisor/coordinator. Electives: Thesis option: KHSS 795 Thesis and 12 cr. of electives (9 credits of electives must be KHSS courses) Non-thesis option: 21 cr. of electives (12 credits of electives must be KHSS courses)

For a listing of KHSS course descriptions visit:

<http://www.iup.edu/graduatestudies/catalog/course-descriptions/khss--kinesiology,-health,-and-sport-science/>

For more information regarding the School of Graduate Studies and Research Policy on grading, view the Graduate Catalog: www.iup.edu/graduatestudies/catalog/

Evaluation of Students

Graduate students will need to maintain an average of 3.0 GPA for each semester to maintain graduate student status in the Department of Kinesiology, Health, and Sport Science.

For information regarding School of Graduate Studies and Research policies on grading, view the Graduate Catalog: www.iup.edu/gradcatalog

Degree Completion

Students will need to maintain an average of 3.0 GPA and complete all the required courses (36 cr.) to receive the MS in Sport Science degree from the Department of Kinesiology, Health, and Sport Science.

Degree requirements: Students will need to complete all the program requirements listed above before graduation.

Know the deadlines for submitting your research topic approval form, applying for graduation, and final submission of your thesis and accompanying forms. Missing one of these deadlines will impact your graduation plans.

Graduate students apply for graduation through MyIUP. Graduate students are required to apply for graduation by the established deadlines.

- May Graduation: May 1
- August Graduation: August 1
- December Graduation: December 1
- January Graduation*: January 1

*January graduation is offered to master's-level students in non-thesis tracks. All doctoral students and master's students writing a thesis can graduate in May, August, or December

For more information on the application process for graduation visit:

<http://www.iup.edu/commencement/graduate/how-to-apply-forgraduation/>

Thesis Completion

The thesis is evaluated according to the quality of the final manuscript as well as the final defense. Students will receive either a pass, pass with revisions, revise and resubmit or fail. For students admitted after Fall 2017 -- Thesis credits will be assigned Pass or Fail as the final evaluation outcome for the taken credits and carry no quality points weighted towards a student's CGPA. For students admitted prior to Fall 2017 – Thesis credits will be assigned a letter grade as the final evaluation outcome for the credits

taken and carry quality points weighted towards a student's CGPA for the number of dissertation credits required for the program. "Extended" dissertation credits are not calculated into a student's CGPA.

Evaluation Outcome for Thesis

For students admitted after Fall 2017 – Dissertation and thesis credits will be assigned Pass or Fail as the final evaluation outcome for the taken credits and carry no quality points weighted towards a student's CGPA.

For students admitted prior to Fall 2017 – Dissertation and thesis credits will be assigned a letter grade as the final evaluation outcome for the credits taken and carry quality points weighted towards a student's CGPA for the number of dissertation credits required for the program. "Extended" dissertation credits are not calculated into a student's CGPA.

For more information, view the Graduate Catalog: www.iup.edu/gradcatalog

University Policies and Procedures

University policy is the baseline policy. Programs may have policy that is more stringent than the University baseline policy; however, not less stringent than the University baseline policy. For questions regarding this statement, please contact [Program Coordinator] or the School of Graduate Studies and Research.

Academic Calendar

View the IUP Academic Calendar: www.iup.edu/news-events/calendar/academic/

The Following University and SGSR policies can be found at www.iup.edu/gradcatalog

Academic Good Standing

Academic Integrity

Bereavement-Related Class Absences

Continuous Graduate Registration for Dissertation and Thesis

*Note: Admission effective fall 2017 and after: master's thesis, MFA thesis and Doctoral dissertation students beginning the program fall 2017 and thereafter, must adhere to the following Continuous Graduate Registration policy for Dissertation and Thesis.

Following the completion of course work, including internship or practicum; (excluding comprehensive exam or qualifiers) all doctoral and master's thesis students must be continuously enrolled for at least one credit of dissertation or thesis each semester (Fall and Spring) annually, through the graduation of the student or until the time limit is exceeded. There is no separation between completion of course work, internship or practicum, and initiation of dissertation or thesis credit registration.

Once the student has registered for the number of dissertation credits required by the program of study (typically nine or twelve), or the number of thesis credits required by their program of study (typically three to six), she or he must register for one dissertation or one thesis credit each semester (Fall and Spring) annually through the graduation of the student or until the time limit is

exceeded (See Time Limitation Policy for doctoral or master's students). For this period, the student will be considered a full-time doctoral or master's student. All dissertation and thesis credits will be pass/fail credits. Students must complete the minimum number of dissertation or master's thesis credits required by their program but may take additional dissertation or thesis credits as is necessary to comply with the Continuous Graduate Registration for Dissertation and Thesis policy.

Until the dissertation or thesis is successfully defended, a grade of "R" will be assigned to each registered credit. Upon successful completion of the dissertation or thesis, the grade assigned by the dissertation or thesis director will apply to all registered dissertation or thesis credits. Students must pay tuition and mandatory university fees for all credits (equal to the part-time mandatory fees) and may choose to pay the Wellness Fee.

Note: The Continuous Dissertation policy has been in place since 1990. Students failing to register as directed by this policy will be registered by their program coordinator and billed accordingly. If it is the doctoral or M.F.A. student's intent to "quit" the program, he/she should schedule an appointment with the graduate coordinator as soon as possible to avoid any further registration and subsequent assessment.

Grade Appeal Policy

Graduate Fresh Start Policy

A graduate student who has been separated from the university because of academic dismissal, including time-to-degree dismissal, may only apply for readmission to the University if the student has been separated from the university, for a minimum of two calendar years (24 consecutive months) from the date of dismissal. The request to be considered for readmission to the University must be into a graduate program, and readmission to the program from which the student was dismissed may not be sought. A student dismissed because of an academic integrity violation is barred from utilizing the Graduate Fresh Start Policy to request readmission.

Conditions for a Graduate Fresh Start Application

A graduate student may apply for a Graduate Fresh Start only if he/she meets all of the following conditions:

- he/she was academically dismissed, including time-to-degree dismissal from an IUP graduate program;
- he/she has been separated from the university for a minimum of two calendar years (24 consecutive months);
- he/she applies for readmission consideration to a graduate program at IUP, excluding the program from which the student was academically dismissed.

The graduate student must apply to the desired program through the standard Admissions process. Having reviewed the prior and intervening factors for evidence of potential for improved academic success, the program coordinator, after departmental review, may recommend to the Dean of Graduate Studies and Research that the student be readmitted to the University and admitted to the program. The Dean's decision is final and is not subject to appeal.

Conditions for a Graduate Fresh Start Record

All credits and grades for IUP course work taken before readmission under this Graduate Fresh Start Policy shall remain on the transcript. Upon readmission, a new cumulative (GPA) is established based on credits and grades earned from the date of readmission. Individuals may seek readmission to the University through the provisions of this policy only once. including time-to-degree dismissal, may only apply for readmission to the University if the student has Graduate Residency Requirement.

Prior Record

The student's graduate record will be identified as a Graduate Fresh Start. No graduate credits earned from the program in which the student was dismissed are permitted to be transferred to the Graduate Fresh Start sought degree. Any other transfer credits must meet the IUP Transfer Credit Policy.

Academic Standards

A student who is readmitted under the provisions of the Graduate Fresh Start Policy shall be required to meet current degree requirements. He/she shall be academically reviewed under the policies published in the academic catalog at the time of re-matriculation. Students readmitted to the University under this policy and who were dismissed initially by exceeded time-to-degree requirements may not be granted extensions of time-to-degree requirements.

Students seeking a degree under the Graduate Fresh Start are not permitted to repeat a previously taken course from the program in which the student was dismissed and have it count towards improving the previous CGPA that was prior to readmission. Any course repeat(s) will be counted as a course taken under the Graduate Fresh Start and applied solely to the new degree sought and new cumulative GPA.

Leave of Absence Policy

Time Limitations

Time-to-Degree Masters/Doctoral Dismissal Appeal Policy

Time-to-Degree Extensions for master's Thesis and Doctoral Dissertation

Transfer of Credits Policy

Research

For more information, view the research: www.iup.edu/research/.

For more information, view the Applied Research Lab: www.iup.edu/ar1/

For more information, view the Graduate Catalog: www.iup.edu/gradcatalog

For more information, visit the website of the School of Graduate Studies and Research, click on Research: www.iup.edu/graduatestudies/

Signature Page

My signature below indicates that I am responsible for reading and understanding the information provided and referenced in this department/program student handbook.

_____ [please initial] I understand my program coordinator may share this document with the School of Graduate Studies and Research.

Print Name

Signature

Date

Submit to the Graduate Coordinator.

The Kinesiology, Health and Sport Science department will keep this signed document on file.