TABLE OF CONTENTS

I. INTRODUCTION ................................................................................................................................. 1
   A. About BYU and Provo .................................................................................................................... 1
   B. About the Graduate Program in Sociology at BYU ................................................................. 2
   C. Professional Activities .................................................................................................................. 2

II. ADMISSIONS .................................................................................................................................. 3
   A. General Requirements ................................................................................................................. 3
   B. International Applicants .............................................................................................................. 3
   C. Full Disclosure Requirement ..................................................................................................... 4
   D. Admissions Process ..................................................................................................................... 4
   E. Types of Admissions .................................................................................................................... 4

III. ACADEMIC PROGRESS ................................................................................................................. 5
   A. Monitoring Progress ..................................................................................................................... 5

IV. FINANCIAL AID ............................................................................................................................... 6
   A. Graduate Awards through the Department of Sociology .......................................................... 6
   B. Application ................................................................................................................................ 6
   C. Requirements and Selection ....................................................................................................... 6
   D. Duration of Departmental Assistantships .................................................................................. 7
   E. Graduate Awards External to the Department .......................................................................... 7

V. STARTING YOUR DEGREE PROGRAM .......................................................................................... 8
   A. Orientation of New Students ...................................................................................................... 8
   B. Faculty Advisor and Graduate Committee ............................................................................... 8
   C. Program of Study ....................................................................................................................... 8
   D. Credit Issues .............................................................................................................................. 9

VI. MASTER OF SCIENCE DEGREE ................................................................................................... 11
   A. Master of Science Options ........................................................................................................ 11
   B. Course Work .............................................................................................................................. 11
   C. Examinations ............................................................................................................................ 12
   D. Master of Science Thesis ........................................................................................................ 12
   E. Summary of Requirements for MS in Sociology .................................................................... 14
I. INTRODUCTION

Welcome to the Graduate Program in the Department of Sociology at Brigham Young University. Your pursuit of a graduate degree in our department should be a rewarding experience that benefits both you and the department. We look forward to developing a good working relationship. This handbook contains a set of instructions for successfully completing a graduate degree in Sociology at Brigham Young University. It is a supplement to the policies and procedures found in the BYU Graduate Catalog. This handbook includes specific Departmental requirements for graduate degree programs in Sociology as well as examples and samples of all forms and documents you will need through your graduate career. You should retain both the Graduate Catalog and this Handbook, consulting both frequently as they will familiarize you with the rules and regulations of the University and Department of Sociology. It is your responsibility to be aware of and meet all applicable requirements for your graduate degree. The Sociology faculty welcomes you to the graduate program and looks forward to helping you meet your degree and career objectives.

A. About BYU and Provo

Brigham Young University is the largest private university in the United States. It currently enrolls approximately 30,000 students, 10% of whom are graduate students. The mission of the institution is emphasized in the graduate education experience. Brigham Young University offers a unique educational experience for graduate students. The University was founded, and is supported and guided by The Church of Jesus Christ of Latter-day Saints. It attempts to provide a period of intensive learning in a stimulating setting where a commitment to excellence is expected and the full realization of human potential is pursued. A shared desire to "seek learning, even by study and also by faith" knits BYU into a unique educational community. Within this larger context, the Department of Sociology houses an impressive faculty who are committed to the mission of the institution and maintain an international reputation in their various areas of expertise. They are active in research endeavors and are dedicated teachers. Brigham Young University is located in Provo, Utah, a metropolitan area of approximately 230,000 inhabitants located 40 miles south of Salt Lake City. Bound on the east by the snow-capped Wasatch Mountains and on the west by 139-square-mile Utah Lake, the area is a favorite for outdoor recreation. Hiking, camping, fishing, horseback riding, mountain biking, golfing, and water sports of all kinds are favorite pastimes in this temperate summer clime, while hunting, snowmobiling, ice skating, and downhill and cross-country skiing satisfy the adventurous during the colder months of the year. Provo's central location puts it within a half-day's drive of 15 national parks, monuments, and recreation areas—the largest concentration of such attractions in any state south of Alaska. Please access the following website for additional information about Provo, Utah: www.provo.org.
B. About The Graduate Program in Sociology at BYU
Approximately 24 students are enrolled in the sociology graduate program at BYU. Students come into our program from all over the world and from a variety of cultural and intellectual backgrounds. Close professional interaction with faculty is an integral part of our program. This opportunity to work closely with a faculty mentor is an important part of a graduate education. Our faculty is active in research, teaching and service, providing numerous opportunities for students to play a major role in many research and professional projects. Graduate classes are typically small enough to be conducted within a seminar setting. As a student, this enhances your opportunity to interact at a more personal level with your mentors and peers.

C. Professional Activities
A graduate degree is a professional degree; therefore we place considerable emphasis on your professional socialization. You are expected to prepare research papers for presentation at professional meetings and for publication. Your faculty mentors and your fellow peers will assist you in these endeavors. You should consider attendance at and participation in professional meetings part of your graduate training and plan accordingly. We expect you to take an active professional interest in your graduate career and your future career as a sociologist regardless of the setting in which that may occur; be it academia, government, private enterprise or another setting. Plan to make the most of your time and experiences here. Remember, both you and the Department have made a large investment in your graduate training. If you monitor your investment closely, you will maximize the opportunities available to you here at BYU.
II. ADMISSIONS

A. General Requirements
Admission to graduate study in Sociology is highly selective. At a minimum, to be considered for admission, you must do the following:

1. Submit a complete application before the application deadline of February 15th. An application is not considered complete until the application fee has been paid and all Official Transcripts, three Letters of Recommendation (these should be from people who know and can describe your academic abilities and potential; letter of recommendation is part of Form C; forms may be found online at www.byu.edu/gradstudies/), the Statement of Intent (The Statement of Intent should explain why you want to study Sociology at BYU and how the program at BYU will assist you in your goals), the honor code commitment form, and the Confidential Report (Form B) are received, as well as Forms A and D of the admissions application.
2. Agree to maintain university standards of personal conduct.
3. Receive a baccalaureate degree from an accredited U.S. or Canadian university before the expected semester of entry. The Office of Graduate Studies must receive an official transcript showing that the degree has been conferred. Without such verification, registration will not be permitted beyond the first semester.
4. Have earned at least a 3.0 GPA (on a 4.0 scale) in the last 60 semester hours of undergraduate-level course work.
5. Have the General Graduate Records Examination (GRE) Scores from ETS sent to BYU.
6. Submit an Academic Writing Sample (You may choose what you submit as a sample of your writing; but it must be in English)

Applicants are strongly encouraged to apply online. If they cannot, they may download and print an application from the Office of Graduate Studies website http://www.byu.edu/gradstudies/.

B. International Applicants (all non-U.S.)*
In addition to the requirements described above, international applicants must do the following:

1. Submit a TOEFL score of at least 550 for the paper-based test or a composite score of 213 for the computer-based test. This is required of all applicants for whom English is not the native language. Students with a bachelor's degree from a U.S. or Canadian university are exempt from this requirement.
2. Submit a completed Financial Certification form (I-1), with supporting documents. Applicants must provide proof of sufficient funds for the total length of their program of study.
3. Submit an official transcript from each institution attended, with accompanying official English translation.
4. Submit an official copy of a degree certificate showing completion of a program at least equivalent to a U.S. bachelor's degree, with accompanying official English translation.

*Note: Brigham Young University will not process applications from applicants entering the United States with a “B” or tourist visa.
C. Full Disclosure Requirement
All information and documents required for admission must be submitted, including transcripts from every institution attended. Incomplete information or falsification of information constitutes grounds for immediate dismissal and loss of all credit earned at BYU. Once the university receives application materials, those materials become the property of the university and are kept in the strictest confidence as required by university policy. Once the parts of an application have been received, materials will not be returned to the applicant.

D. Admissions Process
The Office of Graduate Studies receives and checks all parts of the application for completeness. Information for the Department (Form D), the Statement of Intent, one copy of the official transcripts, Letters of Recommendation, and other departmental requirements are forwarded to the Department; other parts of the application are retained in the Office of Graduate Studies. When the application is complete (an application from an international applicant must also include the TOEFL score and financial clearance to be complete), the Office of Graduate Studies clears the applicant for the Department's consideration and asks for the Department's recommendation.

E. Types of Admissions
Students may be admitted on a provisional basis, if recommended for admission, even though they do not meet the minimum grade point average. Provisional students must receive at least a 3.0 grade-point average on the first nine hours of courses taken at Brigham Young University (transfer hours will not apply) in order to achieve regular status. In addition, provisional students may be required to complete prerequisites specified by the Department (such as courses in sociological theory, research methods, or social statistics). If a 3.0 grade-point average is not attained, the provisional student will be terminated from the program. Students may also be admitted conditionally when an application is incomplete due to circumstances beyond the student's control. In all cases, MS students are expected to finish their degree within three years.
III. ACADEMIC PROGRESS

Your graduate career in Sociology follows 3 phases. In the first phase you are expected to complete the sequence of required course work for your particular degree. For Masters students this includes 17 hours of course work. The specific courses for each degree are identified in the section on degree programs (pages 11-13). The second phase of your graduate career will include Specialty Area courses and Electives particular to your substantive area of interest. For the Masters degree, 12 credit hours of Electives are necessary. The third and final phase of your graduate program is the Thesis. It is anticipated that you will move into this phase in a timely manner after the completion of your course work. Masters students complete 6 hours of Thesis credits and are expected to finish their degree program within three years. See page 10 for information on time limits.

A. Monitoring Progress
The Department formally evaluates your performance three times a year at the completion of the Fall and Winter semesters and Summer term. You are evaluated by those professors you have worked with as a TA/RA; Advisee; or Student in their class(es). Each professor assesses you on your total performance in that particular area. The Departmental Graduate Committee (a five person committee that oversees graduate issues in the department) then considers all evaluations for all students and develops an overall evaluation for each. This overall evaluation includes an assessment of program requirements (program of study submitted, graduate thesis committee in place, courses completed on schedule, thesis prospectus approved by the department, progress on thesis requirement, etc.), and professional performance (including quality of teaching and research).

The Departmental Graduate Committee rates your performance as “Satisfactory,” “Marginal,” or “Unsatisfactory,” indicating the reasons for a low rating, and inviting you to respond to the evaluation and comply with a set of stated conditions for remaining in the program. Two unsatisfactory or marginal evaluations in consecutive semesters or terms will result in termination from the program. If you receive a marginal or unsatisfactory evaluation, it is incumbent on you to resolve the problem before the next evaluation. You are responsible for working with your advisor to develop a plan to resolve issues concerning your progress in a satisfactory way and appropriate time frame.
IV. FINANCIAL AID

A. Graduate Awards Through the Department of Sociology
The Department of Sociology offers assistantships. Because teaching and research are vital components of graduate programs, most graduate awards given by the Department are in the form of teaching and research assistantships. Supplementary awards are oftentimes granted depending on funding availability. These are typically used to pay for tuition.

B. Application
New students should apply for graduate awards as part of the regular admission process. *Students need to reapply each year for financial aid. Appropriate notification, forms, and procedures are provided to you each year.* Continuing students can obtain information and applications from the Department.

C. Requirements and Selection
Assistantships and other financial aid through the Department are awarded to those who have high academic standing. To be eligible for assistantships, internships, or supplementary awards, you must be a degree-seeking graduate student in good standing. You must also be registered for at least 8.5 credit hours (full-time) unless you are in the Thesis stage of your graduate career. At this point, you must be registered for 2 credit hours in the semester (or 1 credit hour in the term) for which the award is granted. Other provisional arrangements may also be approved through your graduate committee. *Graduate Assistantships are professional internships with explicit obligations. Assistantships are thus considered to be part-time jobs (20 hours a week unless otherwise specified). They are not Fellowships. We expect a full 20 hours of work a week from you.* Therefore, if you are on an assistantship, you are expected to take a normal course load and should not engage in additional outside employment. Faculty to whom you assigned as a TA or RA will provide details on your work assignments. Should you have questions or concerns about your duties, please discuss them with the faculty member, your advisor or the Graduate Coordinator to get them resolved as soon as possible. This will help to ensure that your RA or TA assignment will be a productive experience for you, the faculty and Department. Re-assignment of RAs and TAs can be made at the beginning of a new semester, as needed, based on research and teaching needs, etc., and if all parties agree to new assignments.

Currently, the Department of Sociology awards Masters students $15,750 for a 10 month assistantship. This covers 20 hours in Fall and Winter Semesters and 10 hours each in Spring and Summer Term or 20 hours in either Spring or Summer Term. Occasionally, the Department will also award supplemental awards that may be used to defray the costs of tuition.

In assigning assistantships, the Department attempts to match a student’s interests with that of a faculty member. In this way, students can further a productive relationship with an experienced faculty member whether as a teaching assistant or a research assistant. All assistantships are provided through the Department and not through individual research grants; however, a student may be assigned to a faculty member to work on a particular grant. External grants allow more assistantships to be awarded in any given year through the Department.
D. Duration of Departmental Assistantships
Continued departmental funding is conditional on satisfactory performance evaluations. Marginal and/or Unsatisfactory ratings by professors for whom you have been a TA or RA may result in the cancellation of your assistantship. If you receive such a rating, you will be informed by the Graduate Coordinator. Length of time in the program will also be taken into consideration. The Department covers up to two years of funding for Masters students.

E. Graduate Awards External to the Department
Two types of student loans are available to graduate students who qualify—BYU loans and Federal Stafford Loans. Only degree-seeking students who are making satisfactory academic progress will be considered for loan approval.

Student Loans
Norman B. Finlinson, Director of Student Financial Aid
A-41 ASB
Provo, UT 84602-1009
(801) 422-4104

Application
Application materials and information about eligibility and repayment requirements are available in the Financial Aid Office.

Deadlines
Students must submit all application materials for any BYU need-based loans and federal loans by June 1.

Student Employment
2024 Wilkinson Student Center
Provo, UT 84602
(801) 422-3561

Most student campus jobs other than assistantships and internships are listed at Student Employment Services. Students who are ready to seek employment should bring proof of acceptance as a full-time student to this office.

Certain governmental restrictions apply to students from foreign countries. Some students are not eligible to obtain work permits until they have been in school for one semester. The International Services Office is able to determine international student status regarding employment.

Federal immigration regulations require everyone hired in the U.S. to prove eligibility to work in America. U.S. citizens do so by presenting a social security card, state-certified birth certificate, or U.S. passport with a current BYU identification card. Non-U.S. citizens need to present a current passport with attached I-94 or I-20 ID.

Additional Financial Aid Resources/Sources
Check http://www.byu.edu/gradstudies/?action=resources.fellowships for a listing of fellowships and grants.
V. STARTING YOUR DEGREE PROGRAM

A. Orientation of New Students
New students are only admitted for Fall Semester. Upon acceptance to the program you are sent a letter explaining the time and place of the graduate student orientation. This orientation is typically held a few days before the first official day of classes in the Fall. This orientation provides an opportunity to meet the other graduate students in the program as well as the faculty and secretarial staff. You will learn about program expectations and opportunities that await you as a graduate student in sociology at BYU. You will also meet with the Graduate Coordinator who will help you plan your first semester of course work.

B. Faculty Advisor and Graduate Thesis Committee
By the beginning of your first regular semester of course work, you will be assigned a preliminary faculty advisor who will help you to develop your program of study and thesis committee. Your committee includes a faculty member who serves as chair of your graduate thesis committee and at least two other committee members. Your thesis committee chair will become your faculty advisor. You may have more members on your committee than the above stated minimums if you wish. You may also have members from outside the Department, but the chair and one other committee member must be from the Sociology Department. If pursuing a minor from another department, at least one member of your committee must be from that department. The purpose of your graduate committee is to advise you throughout your graduate program, especially in terms of professional development. Your committee chair/advisor will be especially important in this capacity. He or she will be instrumental in helping you achieve your professional goals.

Your graduate committee is established through the Sociology Graduate Students’ Committee Members form. If you wish to make changes in the composition of your committee you will need to do so through a Change in Committee form. All changes must be approved by your existing committee and signed-off by the Graduate Coordinator. Forms are available at sociology.byu.edu.

C. Program of Study
One of the primary responsibilities of your Advisor/committee chair and your graduate committee is to assist you with your Program of Study (see Appendix C). The Program of Study is not only a road map of the courses you will need to take to finish your degree, but a contract between you and the Department and University that you will take and complete the agreed upon courses as a condition of graduation. Changes can be made in the Program of Study upon approval of your graduate committee.

To be considered a full-time student, you must be registered for 8.5 credits per semester. To remain enrolled at the university as a graduate student, you must be registered for 6 credits per year. Failure to do this will result in your termination from the program.

For Masters Students: The Program of Study must be submitted to Graduate Studies through the Graduate Secretary by the beginning of your second semester in the program. Changes in
the Program of Study may be made if authorized by your graduate committee and the Graduate Coordinator (see “Request for Study List Change” in Appendix C).

D. Credit Issues

Transfer Credit
Credit taken at other accredited universities in the United States or in Canada may, with departmental approval, count toward a graduate degree at BYU if the following conditions are met:
1. Any course to be transferred must be clearly graduate level.
2. The grade for any such course must be B or better (pass/fail courses are not transferable).
3. Home study, correspondence, and extension courses are not transferable.
4. Transfer credit in combination with non degree and senior credit cannot total more than 10 hours.
5. Credit cannot have applied to another degree.

Credit from foreign universities may be considered for transfer only if certified by special examination (see the Credits Certified by Special Examination section that follows for details).

If pursuing a minor in another department, (or if pursuing one in sociology) you must do the following:

1. Obtain the approval of the Department Chair of the major and the minor departments.
2. Select a graduate faculty member (approved by the Department Chair of the minor department) to serve as a committee member.
3. Register for and complete 12 semester hours of approved graduate credit in the minor.
   *(For those pursuing a Sociology Graduate Minor, 6 of the 12 credits are required courses. These include: Soc 610 (Theory), and Soc 600 (Methods). The other 6 credits are electives to be determined by the student and his/her committee and minor area advisor.)*
4. Pass an oral or a written comprehensive examination in the minor field (prepared by the minor committee member).

Time Limit. Only credit taken within the time limit for each degree may count toward the degree (five years for master's degrees). The Department will rarely entertain a petition to extend beyond the allotted time to finish the respective degrees. By University policy, petitions to extend time limits and include outdated credit are governed by the following:

1. The Department and College may petition for up to a one-year extension by providing reasonable evidence that extenuating circumstances caused an unavoidable delay in the student's progress toward a degree.

2. The Department and College may petition to allow credit outdated by more than one year but no more than five years to apply toward a degree, but the petition must be accompanied by impressive documentation that the credit in question has been updated by courses retaken, by special readings courses in the outdated subjects, or by examinations in each of the courses.
3. No credit outdated by more than five years may apply to a current degree, regardless of circumstances

We expect you to be finished within two years, but three years may be required if there are circumstances that impede your progress and completion in two years. Occasionally, some students will require more time due to conditions beyond your control. The university allows five years for the completion of a Masters degree. These additional two years are intended to allow for such extenuating circumstances. Consequently, extensions beyond them will generally not be considered. You must plan accordingly to finish within the maximum time frames allowed for your degree.
VI. MASTER OF SCIENCE DEGREE

A. Master of Science Options
The Department offers the Master of Science Degree. The purpose of this degree is to prepare students for the Ph.D. and/or to enter the professional world as teachers, researchers, and data analysts. Students pursuing a Masters degree need to maintain a grade-point average of “B-” or above on all course work completed.

Thesis
The Masters of Science Degree requires 35 hours - 29 hours of approved course work and 6 hours of Thesis Credits (Sociology 699R). Please note that 6 credits of 699R is the maximum you can have on your program of study. Registration for thesis credit (from 1 to 6 hours per semester approved by your graduate committee chair) and work on the thesis must be concurrent.

Prerequisites
The following prerequisites (or equivalents) must be fulfilled before entrance into the Masters Program:

1. Bachelor’s degree in Sociology or related field
2. Soc 111 (Introduction to Sociology or equivalent*)
3. Soc 300 (Methods of Research in Sociology or equivalent*)
4. Soc 306 (Applied Social Statistics or equivalent*)
5. Soc 310 (Classical Social Theory or equivalent*)
6. Soc 311 (Contemporary Sociological Theory or equivalent*)
   * must be approved by the graduate committee

B. Course Work
There are 14 credits of required core courses for the Masters degree.

Core Required Courses:
- Sociology 598R. “Professionalization Seminar” (2 semesters)
- Sociology 600 “Advanced Research Methods” (Prerequisite to Soc 604)
- Sociology 610 “Seminar in Classical Social Theory”
- Sociology 604 “Ethnographic Techniques”
- Sociology 605 “Multiple Regression”

The remaining 15 credits are Electives and are to be determined in conjunction with your graduate committee on your Program of Study. A minimum of 6 hours must be Sociology courses and a maximum of 6 credits may be taken outside the Department with approval of your graduate committee.

Recommended Elective Course:
- Sociology 611 “Seminar in Contemporary Sociological Theory”
C. Examinations
The successful defense of your thesis to your graduate committee constitutes the final comprehensive examination.

D. Master of Science Thesis

Thesis Prospectus

Developing a Thesis Prospectus is the initial step in writing your thesis. You should present your Thesis Prospectus to your graduate committee no later than the beginning of the last semester of your course work. Your committee will determine if it is ready to be defended orally. When it is ready for an oral defense, you, in conjunction with your Committee, will schedule the oral defense of the prospectus. Use the Departmental Scheduling of Prospectus Review form. This form is available online at sociology.byu.edu or you can get one from the graduate secretary. Be sure to schedule at least two weeks before the proposal.

After your Thesis Prospectus has been unanimously approved by your Committee, you may proceed to work on your thesis. There are three possible outcomes of the oral defense of the prospectus:

1. Prospectus Approved – Proceed with your Thesis
2. Prospectus Approved with Revisions – Details to be worked out between you and your committee.
3. Prospectus Not Approved – Consult with your Advisor/Thesis chair about the next step.

Thesis Defense

After you have written your Masters Thesis, your Thesis Chair and other members of your graduate committee will decide if it is ready for an Oral Defense. The final Oral Defense must be scheduled with the Office of Graduate Studies through the Department Graduate Secretary at least two weeks in advance. The form for this is available at www.byu.edu/gradstudies. In addition, an unbound copy of your Thesis should be given to the Graduate Secretary in the Department at least two weeks before the oral examination to be placed in the main office so that interested faculty and students may review it before the examination. You must be registered for at least 2 credits the semester you defend. Final examinations are not held during the interim periods between semesters. All members of the BYU academic community are invited to attend the final oral examination, but only members of your graduate committee may question you and vote on your performance.

There are four possible outcomes to the Oral Defense:

1. Pass
2. Pass with Qualifications
3. Recess
4. Fail

If the decision is to Pass with Qualifications, the committee may require minor revisions of the thesis or selected project, strengthening of your preparation in subject matter areas, or both. When these qualifications are satisfied and the Thesis Chair has properly recorded the clearance with the Office of Graduate Studies, you will be judged to have passed the examination.
If two or more examiners vote to *Recess*, the examination is adjourned. This permits you to reschedule (with the Department and the Office of Graduate Studies) a second and final examination. The new examination cannot be held sooner than a month after the recessed examination. In addition, the second examination must be convened with the original committee.

If two or more examiners vote to *Fail*, your graduate degree program in Sociology is terminated.

**Time Frame**
You should finish your degree within 3 years. However, we expect that you will finish well before that time – in 2 years. The university sets a maximum time of five years to completion.
SUMMARY OF REQUIREMENTS FOR MS IN SOCIOLOGY
At a Glance

*These requirements are subject to change without notice.

**Purpose**
The purpose of the Master’s degree in Sociology is to prepare students for doctoral work and to train them as teachers and researchers.

**Prerequisites**
Bachelor’s degree in Sociology or related field
- Soc 111 (Introduction to Sociology or equivalent*)
- Soc 300 (Methods of Research in Sociology or equivalent*)
- Soc 306 (Applied Social Statistics or equivalent*)
- Soc 310 (Classical Social Theory or equivalent*)
- Soc 311 (Contemporary Sociological Theory or equivalent*)
* must be approved through the graduate committee

**Hours**
35 hours total
- 29 course hours (Students must take 14 hours of required courses and an additional 15 hours of course work with a minimum of 6 hours of graduate sociology credit.)
- 6 thesis hours (Soc 699R)

**Required Core Courses**
- Soc 598R (Pro-Seminar) required for 1st year students (2 semesters)
- Soc 600 (Advanced Research Methods–Taught Fall Semester)
- Soc 605 (Multiple Regression and Computer Analysis or equivalent – Taught Winter Semester)
- Soc 604 (Ethnographic Techniques–Taught Winter Semester)
- Soc 610 (Seminar in Classical Social Theory–Taught Fall Semester)

**Recommended Elective Course**
- Soc 611 (Seminar in Contemporary Sociology Theory)

**Continuous Registration**
- 6 hours per academic year
- 2 thesis hours during the semester student defends thesis

**Time Limit**
- You should finish in 2 years or less. Maximum time allowed is 3 years