

APPLICATION FOR ADMISSION TO GEOGRAPHY GRADUATE PROGRAM

Dear Applicant:

Thank you for your interest in our graduate program. Contained within this document are application materials and information about our department.

The best way to get to know us is to visit our main webpage (<http://geography.ou.edu>) and investigate which faculty members have research interests that coincide with your own. You will find that most faculty have descriptions of their interests and work. If you think their interests are a good match for yours, I encourage you to begin corresponding with them by e-mail.

If you wish to apply to one of our graduate programs, you need to complete the accompanying Graduate College application and send it directly to the address indicated; this in turn will be forwarded to us. Please note that the Graduate College requires an official copy of all your transcripts and that international students must score at least 550 points on the written portion of the TOEFL examination, 213 or higher on the computer-based test, or 79 on the internet-based TOEFL. (International applicants should consult <http://admissions.ou.edu/stuabrd.htm> for more information.) Second, you should complete the enclosed Department of Geography application form, including a carefully prepared statement describing your academic objectives and particular interests in pursuing a geography degree at the University of Oklahoma. In addition to the departmental application and your statement of interests we will need three letters of recommendation. We also welcome but do not require GRE scores.

Our application deadlines are earlier than those of the Graduate College. To be considered for Fall admittance, we must receive your application by April 15 (April 1 for non-resident international applicants) and by November 1 for Spring admittance (September 1 for non-resident international applicants). If you wish to be considered for a teaching assistantship in the Fall (when we make our decisions), you should apply by **February 15** for an August appointment. We offer several teaching and research assistantships each year, with packages ranging from \$10,000 to \$15,000 annually for up to four years, plus tuition waivers. Questions about funding or assistance with the application procedure can be addressed to Dr. Fred Shelley, our Department Chair, at fshelley@gcn.ou.edu or (405) 325-5325.

The Great Plains are a fascinating place for geographers, whether they're interested in biogeography, climatology, sustainability, energy and water resources, geographic information sciences, or regional studies. We have a young faculty with lots of energy and talent, and graduate students with diverse interests and backgrounds.

We look forward to hearing from you.

Yours Truly,

Dr. Fred Shelley
Professor and Chair
fshelley@gcn.ou.edu

RETURN THE FOLLOWING TO:

**Graduate Admissions Committee
Department of Geography
100 East Boyd Street, SEC 684
University of Oklahoma
Norman, OK 73019-1007**

1. Completed Application for Admission to the Geography Graduate Program (included here)
2. Your Statement of Interests in pursuing a graduate degree in the Department of Geography at the University of Oklahoma
3. Three letters of recommendation
4. Brief Résumé or Vitae including degrees earned, dates, GPAs, title of thesis, and any other education or professional information that would assist your application. Copies of sample writing are welcome.
5. Copies of transcripts for all previous university work (photocopies are acceptable for the Department)
6. Copy of your GRE report (optional)
7. International applicants need to provide a copy of their TOEFL report. Minimum requirements for admission are established by the Graduate College, see: <http://admissions.ou.edu/stuabrd.htm>

RETURN THE FOLLOWING TO:

**Office of Admissions and Records
1000 Asp Ave.
University of Oklahoma
Norman, OK 73019-0430**

1. Completed University of Oklahoma Application for Admissions (U.S. citizens and permanent residents only). This is available on-line at <http://admissions.ou.edu/admissions.htm>, or in pdf format at <http://admissions.ou.edu/AM-2PG.pdf>. International applicants need to use the international application, available in pdf format at <http://admissions.ou.edu/FRN-4PG.pdf>
2. Application fee: \$40.00 U.S. citizens; \$90.00 International applicants
3. Official transcripts for all previous university work
4. International applicants - completed Confidential Financial Statement & official TOEFL report

The above applications and materials should be received by the University of Oklahoma before **April 15** to be considered for the following fall semester (**April 1** for non-resident international applicants), or by **November 1** for the following spring semester (**September 1** for non-resident international applicants). Request for a graduate assistantship must be received by **February 15** to be considered for the fall semester.

The next page is the Application for Admission to the Department of Geography. Following the application is brief summary of our department and graduate study therein. More detailed information about the department, its faculty and courses can be found within the website: <http://geography.ou.edu> . To access the Graduate College Application of Admission, click on the links associated with the material above, or visit <http://admissions.ou.edu/admissions.htm> for more Graduate College information.

Application for Admission to the Geography Graduate Program

DEGREE PROGRAM (check one): M.A. _____ Ph.D. _____

APPLICATION FOR (check one): FALL _____ SPRING _____ YEAR _____

Do you wish to be considered for a teaching or research assistantship?

YES _____ **NO** _____

NAME: _____
LAST, FIRST MIDDLE

PRESENT ADDRESS: _____

TELEPHONE: _____

E-MAIL ADDRESS (write clearly please) _____

LAST UNIVERSITY/COLLEGE ATTENDED: _____

MAJOR: _____

DEGREE RECEIVED: _____

PROPOSED AREA(S) OF SPECIALIZATION AT OU-Geography:

PLEASE ATTACH A STATEMENT OF INTERESTS IN PURSUING A GRADUATE DEGREE IN THE DEPARTMENT OF GEOGRAPHY AT THE UNIVERSITY OF OKLAHOMA, AND A RÉSUMÉ OR VITAE.

SIGNATURE: _____

DATE: _____

University of Oklahoma
Department of Geography

100 East Boyd Street
Suite 684
Norman, OK 73019-1007

405.325.5325 (Phone)
405.325.6090 (Fax)
<http://geography.ou.edu>

Dr. Fred M. Shelley, Professor and Chair
fshelley@gcn.ou.edu

Dr. Karl Offen, Associate Professor and Graduate Liaison
koffen@ou.edu

Dr. Darren Purcell, Assistant Professor and Undergraduate Advisor
dpurcell@ou.edu

Faculty Roster

Professors: Fred Shelley, Bret Wallach, Lee Williams, May Yuan
Associate Professors: J. Scott Greene, Bruce Hoagland, Karl Offen, Robert Rundstrom, Aondover Tarhule
Assistant Professors: Darren Purcell, Tarek Rashed, Laurel Smith
Lecturers: Gary Gress, Sally Gros, Fenton Rood

Degrees Offered

Bachelor of Arts in Geography
Bachelor of Science in Geography
Master of Arts
Doctor of Philosophy

Graduate Study

Admission Requirements

In addition to meeting the requirements of the Graduate College, students seeking admission to the geography program must have an undergraduate grade point average of at least 3.00, be able to define the goals and objectives for their degree program, and submit at least three letters of recommendation.

The department encourages the submission of results from the Graduate Record Examination (GRE) as additional evidence of promise, but they are not required for admission and no minimum score is required. Students who have deficiencies in their academic background can be admitted conditionally at the discretion of the department.

Master of Arts

The M.A. degree certifies that a student has a professional grasp of the concepts and techniques of geography and has demonstrated competence and originality in their use. The M.A. degree can be acquired by one of two methods: a thesis or a non-thesis option.

The thesis option degree requires a total of 30 hours of graduate credit, with at least a B average. Specific coursework requirements include: satisfactory completion of Contemporary Geographical Thought (6973); Research Methods (6953); three three-credit hour research seminars or graduate courses (courses not cross-listed as undergraduate), one field course, and a minimum of four hours and no more than six hours of thesis credit. Students must also complete and circulate a Departmental Advisory Memorandum form noting their thesis topic and graduate committee. In addition, the student will:

- a. Present a thesis acceptable to the advisory committee.
- b. Satisfactorily complete an oral examination.

No student may be examined orally more than once. Only after the advisory committee agrees that the thesis is essentially complete will the oral examination be scheduled.

The non-thesis option requires a total of 36 hours of graduate credit, with at least a B average. Specific coursework requirements include: satisfactory completion of Contemporary Geographical Thought (6973); Research Methods (6953); three three-credit hour research seminars or graduate courses (courses not cross-listed as undergraduate), one field course, and six hours of advisor-approved electives. Students must also complete and circulate a Departmental Advisory Memorandum form noting their graduate committee. In addition, the student will satisfactorily complete a comprehensive final examination within his or her chosen field of study.

In order to assure that an M.A. program is completed without undue delay, the evaluation process must be successfully completed before the student has completed more than 42 credit hours of graduate coursework. Courses beyond this total can be counted toward a Ph.D. degree only if the student has completed the M.A. degree or its equivalent.

Doctor of Philosophy

The Ph.D. degree certifies that a student has mastered a significant body of geographical knowledge and has demonstrated a high degree of professional competence as a geographer by making an important, original contribution to knowledge. The Ph.D. requires:

- a. a total of at least 90 semester hours of graduate credit beyond the Bachelor's degree;
- b. successful completion of Contemporary Geographical Thought (6973), Research Methods (6953), and three three-credit hour seminars or graduate courses (courses not cross-listed as undergraduate), and one field course;
- c. the demonstration of an acceptable level of competence in two areas of specialization; and
- d. the completion of an acceptable written dissertation followed by an oral defense of that dissertation.

All Ph.D. students must identify an advisory committee which will consist of the adviser and four other faculty members, one of whom must be from a discipline other than geography. The committee must be approved by the Department faculty, upon the recommendation of the adviser and student. Approval is received by circulating the Departmental Advisory Memorandum.

Each student will develop and declare primary and secondary areas of specialization that are acceptable to the advisory committee. Students are expected to declare provisional specialties, in consultations with the advisory committee, by their third semester of residence in the Ph.D. program. Coursework requirements in connection with this specialty are determined by the student and the advisory committee in a formal conference generally held in the second year of residence.

The readiness of a student to proceed with dissertation research will be evaluated by written and oral examinations. These will be administered by an examining committee, which is normally the same as the advisory committee. The written portion of the examination will cover the degree specializations. The examination will be prepared by the adviser from questions suggested by members of the examining committee. The oral examination will consist of follow-up questions related to the written portion, and the student's knowledge of geographic thought and methodology. Satisfactory completion of the written and oral portions of the general examination is followed by formal certification of candidacy for the Ph.D. degree.

After taking the general examination, a formal dissertation proposal must be presented in a meeting open to the geography faculty and graduate student body. If the proposal is judged to be inappropriate or in need of additional work, a second presentation may be required. It is the responsibility of the adviser to determine the consensus of the committee to authorize the student to proceed with the dissertation. No formal vote of approval shall be required of the faculty as a whole, but the proposal must have the sanction of all members of the dissertation committee.

Before the presentation of the proposal, the following procedure will be employed:

- a. the membership of the dissertation committee shall be established vis-à-vis the Departmental Advisory Memorandum;
- b. the time and place of the presentation shall be adequately publicized, including a written announcement to the geography faculty, and,
- c. a written statement of the proposal shall be given to each member of the dissertation committee and be made available to the remaining members of the faculty.

The final requirement is the preparation and oral defense of a Ph.D. dissertation, which must be a major piece of research recognized by the dissertation committee as a significant contribution to knowledge. The dissertation committee must consist of at least five faculty. Members of the advisory committee will normally remain as members of the examination and dissertation committees. All changes in committee membership must be forwarded to the Graduate College for approval at least 30 days prior to defense of the dissertation.

After advancement to candidacy for the Ph.D. degree, a student is expected to submit a dissertation manuscript within four years. After this time, at the discretion of the Department of Geography faculty, the student may be required to repeat the general examinations and/or to resubmit a dissertation proposal

as a condition for remaining a degree candidate. As long as there is clear evidence that a student is making progress and is keeping up-to-date professionally, the four-year time period may be extended on recommendation of the dissertation committee. Experience shows, however, that long delays tend to increase the likelihood of problems in completing a dissertation.

The final defense of the dissertation will be scheduled only after the committee has agreed to approve the draft as nearly complete. Procedures for this defense shall follow those outlined by the Graduate College. Major points of conflict regarding substance or style should be resolved before the final defense. However, minor additions and revisions may be expected after the defense.