



UNIVERSITY OF CENTRAL FLORIDA

# Industrial and Organizational Psychology MS Graduate Program Handbook

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# Industrial and Organizational Psychology MS

Together, the [Graduate Student Handbook](#) and your graduate program handbook should serve as your main guide throughout your graduate career. The Graduate Student Handbook includes university information, policies, requirements and guidance for all graduate students. Your program handbook describes the details about graduate study and requirements in your specific program. While both of these handbooks are wonderful resources, know that you are always welcome to talk with faculty and staff in your program and in the Graduate College.

The central activities and missions of a university rest upon the fundamental assumption that all members of the university community conduct themselves in accordance with a strict adherence to academic and scholarly integrity. As a graduate student and member of the university community, you are expected to display the highest standards of academic and personal integrity.

Here are some resources to help you better understand your responsibilities:

- [Academic Honesty](#)
- [Academic Integrity Training](#) - Open to all graduate students at no cost
- [Plagiarism](#)

## Introduction

The Industrial and Organizational Psychology Master's Program is a professional graduate program focusing on the development of practitioner skills in the areas of employee selection, training, performance appraisal and other relevant competencies needed in the application of Industrial-Organizational psychology. Our program is geared for those who have interest in acquiring or honing applied knowledge, skills and abilities. It is a 38-hour, full-time program, and is designed to be completed in two years. All of our classes are taught in the daytime. Graduate students are also required to attend a Friday colloquium (brown bag) series. Despite our applied focus, the program emphasizes the development of strong research skills.

Practicum (INP 6945C) assignments serve to provide the student with experience in an applied setting while also aiding the organization in which the practicum occurs to meet some specific project need. Practicum sites may involve settings in private industry, federal, state, or local government, educational institutions, or consulting firms.

Practicum assignments involve one-semester commitments ranging from 12 to 15 hours per week of work. Depending on the nature of the assignment, this time may be distributed in a variety of ways across the organization, library and research facilities, field settings, etc.

The student has the primary responsibility for locating the practicum site, however, program faculty will assist in the process.

The practicum process begins in the second semester or earlier, when the student begins searching for an appropriate placement for the summer or following fall semester. Once a suitable site is located, a behavioral agreement between the graduate student and the organization will be generated. Behavioral agreements and performance objectives are jointly decided by the supervising faculty member, the organization representative, and the student. The faculty supervisor may visit the site periodically to ensure compliance with the behavioral agreement. The student will submit tangible evidence of practicum performance (i.e., work product, activity log, final report, etc.), along with an on-site supervisory rating. The student will also provide a rating of the practicum site. Students are expected to complete the practicum during their second year. Practicum course credit is optional and may be earned in the fall semester or the spring semester, depending on the scope and timing of the practicum project.

Additionally (or alternatively), students may gain applied experience by taking the Industrial and Organizational Psychology Consulting Practice course (INP 6091) when offered. Students will learn how to complete consulting projects and may work on ongoing consulting projects with client organizations.

## **Industrial/Organizational Psychology MS Professional Requirement**

As part of the requirements for Industrial Psychology Practicum (INP 6945C) and Industrial and Organizational Psychology Consulting Practice (INP 6091), students will complete a professional LinkedIn profile. The professional profile provides evidence of the student's performance and achievements during the program. The profile minimally requires an updated resume, descriptions and examples of applied projects (possibly from classes), and a list of products from the practicum and/or consulting course.

During the required course Ethical, Legal, and Professional Issues in Industrial and Organizational Psychology (INP6080), students will be given instruction on how to complete their profile and they will be encouraged to start developing components for their profile. The profile will be due during the second year of the MS program, as part of the requirements for INP 6945C and/or INP 6091. The instructor of INP 6945C and/or INP 6091, in collaboration with the program director, will review the profiles for completeness (i.e., did the student include the required components?). Students are encouraged to share their LinkedIn profiles with prospective employers.

## **Curriculum**

Please visit the [Graduate Catalog](#) to see the current curriculum for our program.

## **Timeline for Completion**

The MS degree program in Industrial/Organizational Psychology is a four-semester program for full-time students. Both thesis and non-thesis options are offered. Both options consist of a minimum of 38 semester hours of work.

## **Advising and Mentoring**

Throughout your graduate career at UCF, you may have several different advisers. There are, however, three adviser roles defined in the program.

### **Academic Adviser**

All questions regarding courses, curriculum, and program policies and procedures are referred to your academic adviser. The Program Director is academic adviser for all students enrolled in the MS I-O program.

### **Research Adviser**

The research adviser supervises student research activities. Students will identify a research adviser who is willing to supervise them. For students completing the thesis option, the research adviser serves as the chair of the thesis committee. For students completing the non-thesis option, the research adviser will supervise work on ongoing research projects in his/her laboratory.

### **Practicum Adviser**

The practicum adviser supervises students' activities when working at a practicum or internship site. Usually, the practicum adviser will be appointed by the Program Director from the MS I-O program faculty.

## **Program Milestones**

There are several important milestones that mark satisfactory progress in the program. These milestones will occur at the same regular intervals and are as follows.

### **Orientation Milestone**

Prior to the commencement of the initial Fall semester, incoming students will be required to attend a graduate student orientation. The purpose of this orientation is to (1) acquaint incoming students with each other, (2) outline the program requirements, (3) define the student's responsibilities in managing his/her education, and (4) review the plan of study for the incoming class. During this session, students will review the Plan of Study form. This multipurpose form is used to keep students on track by identifying the appropriate courses, audit performance in academic coursework, and certify students for graduation. Students must review and sign this form. It will then be inserted into the student's file, and used to track the student progress.

### **First Semester Milestone**

Once students have completed 10 hours of coursework (usually after the first semester), their academic progress is reviewed by the Program Director. Students with marginal or less than satisfactory performance are scheduled for a face-to-face interview with the Program Director to discuss their status in the program. The purpose of this meeting is to discuss possible employment or family conflicts, review time management issues, and identify possible sources of additional support. In addition, the meeting may address possible changes in the fit between the student's goal and the program's objectives.

### **First Year Progress Milestone**

Similar to the First Semester Milestone, student performance is reviewed again after the completion of 20 hours. While the general purpose of this milestone is to positively address any performance issues, failure to satisfactorily resolve issues at this stage might require that some students leave the program.

### **Practicum Planning Milestone**

Prior the end of the second semester, each student will meet with the faculty supervisor of the practicum to discuss the Practicum requirement. The purpose of this meeting is to acquaint the student of the practicum process. At this milestone students must (1) prepare a resume for distribution to potential practicum sites, (2) evaluate their availability for practicum placement within the community (i.e., "In what discipline do I want to work?", "When would I be available for work?", etc.), (3) explore possibility of developing a practicum opportunity at their current workplace, and (4) generate a search plan to locate a practicum.

### **Thesis Option Milestone**

Prior to the completion of the first semester, students must decide whether they plan to elect the non-thesis or thesis option. This decision affects initial thesis or applied research planning as well as the second-year course curriculum. Prior to the completion of the second semester, students selecting the thesis option must (1) gain the consent of approved faculty members to serve as chairperson and committee members, and (2) submit a completed and signed Thesis Committee Approval Form. Information regarding approved faculty members who may serve on thesis committees can be obtained from the Program Director.

## Second Year Curriculum Planning Milestone

Prior to the beginning of the student's second year of coursework, those students wishing to modify or alter the plan of study must meet with the Program Director for approval. For example, some students may wish to include one or more courses from the College of Business Administration. All substitutions to the plan of study must be approved by the Program Director prior to enrollment in the substitute course. At this milestone, any approved changes must be noted on the Plan of Study form, which resides in the student's file.

## Graduation Review Milestone

The MS degree is conferred when students have fulfilled the requirements of either the thesis or non-thesis option. No graduate credit will be given for any grade lower than a B- (2.75), but the grade will be counted toward the GPA. Courses may be retaken to achieve a better grade; however, the unsatisfactory grade will remain on the transcript since there is no grade forgiveness at the graduate level. In order to stay in good academic standing, students must maintain a minimum Graduate Status GPA of 3.0 in all coursework taken since entering graduate status and a 3.0 in their plan of study.

At this milestone, students preparing to graduate must file an Online Intent to Graduate Form by the appropriate semester deadlines. This process requires the approval of the Program Director. Once the online form is completed, students will receive e-mail communications from the College of Graduate Studies at various stages of the review process. Students can also log in to myUCF and check the status of their Intent to Graduate at any time by navigating to the Student Center - Intent to Graduate: Status.

## Commencement Review Milestone

The final milestone is the certification of students for graduation. To meet this milestone, students must (1) successfully complete all required courses in which they are enrolled, and (2) submit either a completed thesis, or the Non-Thesis Research Requirement Document. Certification clears the student for graduation.

## Non-Thesis Option\*

### Year 1

#### Fall

- INP 6058: Job Analysis and Performance Appraisal (3)
- INP 6317: Work Motivation and Job Attitudes (3)
- PSY 6216C: Research Methodology (4)

Semester Total: 10 credit hours

#### Spring

- SOP 5059: Advanced Social Psychology (3)
- INP 6080: Ethical, Legal, and Professional Issues in I/O Psychology (3)
- PSY 6308C: Psychological Testing (4)

Semester Total: 10 credit hours

## Year 2

### Fall

- INP 6072: Survey Research Methods and Program Evaluation in I/O Psychology (3)
- INP 6318: Recruitment, Placement, and Selection (3)
- INP 6945C: Industrial Psychology Practicum (3) OR INP 6933: Seminar in Industrial and Organizational Psychology (3) OR INP 6091: Industrial and Organizational Psychology Consulting Practice (3)

Semester Total: 9 credit hours

### Spring

- INP 6605: Training and Team Performance (3)
- INP 6215: Assessment Centers and Leadership (3)
- INP 6945C: Industrial Psychology Practicum (3) OR INP 6933: Seminar in Industrial and Organizational Psychology OR INP 6091: Industrial and Organizational Psychology Consulting Practice

Semester Total: 9 credit hours

## Thesis Option\*

### Year 1

#### Fall

- INP 6058: Job Analysis and Performance Appraisal (3)
- INP 6317: Work Motivation and Job Attitudes (3)
- PSY 6216C: Research Methodology (4)

Semester Total: 10 credit hours

#### Spring

- SOP 5059: Advanced Social Psychology (3)
- INP 6080: Ethical, Legal, and Professional Issues in I/O Psychology (3)
- PSY 6308C: Psychological Testing (4)

Semester Total: 10 credit hours

### Year 2

#### Fall

- INP 6072: Survey Research Methods and Program Evaluation in I/O Psychology (3)
- INP 6318: Recruitment, Placement, and Selection (3)
- INP 6971: Thesis (3)

Semester Total: 10 credit hours

#### Spring

- INP 6605: Training and Team Performance (3)
- INP 6215: Assessment Centers and Leadership (3)
- INP 6971: Thesis (3)

Semester Total: 10 credit hours

\*Course offerings may be shifted to different semesters on occasion, due to faculty availability and other factors.

# Thesis Requirements

## University Dissertation Requirements

**A thesis is optional for this program; the following information is intended for those choosing to complete a thesis.**

The College of Graduate Studies [Thesis and Dissertation page](#) contains information on the university's requirements for dissertation formatting, format review, defenses, final submission, and more. A step-by-step completion guide is also available on [Thesis and Dissertation Services](#) Site.

All university deadlines are listed in the [Academic Calendar](#). Your program or college may have other earlier deadlines; please check with your program and college staff for additional deadlines.

**The following requirements must be met by dissertation students in their final term:**

- Submit a properly formatted file for initial format review by the format review deadline
- Submit the Thesis and Dissertation Release Option form well before the defense
- Defend by the defense deadline
- Receive format approval (if not granted upon initial review)
- Submit signed approval form by final submission deadline
- Submit final dissertation document by final submission deadline

Students must format their dissertation according to the standards outlined in [Thesis and Dissertation Webcourse](#). Formatting questions or issues can be submitted to the Format Help page in the [Thesis and Dissertation Services](#) site. Format reviews and final submission must be completed in the [Thesis and Dissertation Services](#) site. The Dissertation Approval Form is also available in the Thesis and Dissertation Services site.

The College of Graduate Studies offers several thesis and dissertation [Workshops](#) each term. Students are highly encouraged to attend these workshops early in the dissertation process to fully understand the above policies and procedures.

The College of Graduate Studies thesis and dissertation office is best reached by email at [editor@ucf.edu](mailto:editor@ucf.edu).

## Program Requirements

Students electing the thesis option are expected to conduct independent research. Students electing the non-thesis option are expected to materially participate in the conduct of research under the supervision of a faculty adviser and in the preparation of a research report of sufficient quality to allow submission for publication or presentation at a national professional association conference. Students are required to submit a paper to a professional conference, journal, or book editor prior to graduation. The research paper will be evaluated jointly by the faculty adviser and the program director.

## Research Process

To fulfill the program's research requirement, students must either complete a thesis (thesis option) or participate in an active, ongoing research program under the supervision of approved department faculty.

All students electing the non-thesis option must formally work with one or more approved department or university faculty. The objectives of independent/directed and applied research are similar to a formal thesis, but on a smaller scope. Most students will demonstrate their research design and analysis skills through **material participation** in a research program of one or more department faculty. It is required that efforts of the student

will result in co-authorship of a paper submitted for presentation to a regional or national conference, or submission to a journal for possible publication. Applied research projects that produce a product will also be considered.

A list of current Industrial and Organizational Psychology Faculty members follows, along with contact information. Use this to identify faculty with whom you might wish to work.

## **Thesis Process**

The thesis process requires the student to work closely with a faculty member on a research project resulting in an independent empirical research report, which is evaluated by a faculty committee. The objectives of the project are:

- Application of research skills acquired in the classroom
- Demonstration of both oral and written communication skills
- Completion of a research project from inception to final report
- Contribution to the research literature through publication in a referred journal or presentation at a regional, national or international conference
- Major components of the thesis process include the thesis proposal and the thesis defense.

## **Thesis Proposal**

The thesis proposal process should begin by the end of the second semester in the program. This process includes a review of the literature of a research topic, discussions with program faculty, identification of a thesis chair and evaluation committee, a written thesis proposal, and a formal thesis proposal meeting.

Several methods may be used to generate a research topic, ranging from personal interests to recommendations from faculty. It is, however, essential that a topic be selected and that the formal process begins no later than the beginning of the third semester.

Consultation with the program director, or any other I/O faculty, can facilitate the initial stages of the thesis proposal process. Early in the process, the student should approach I/O faculty members to determine their interest in the project and their willingness to serve as committee member or chair.

Under the supervision of the faculty member agreeing to serve as chair, the student prepares a proposal conforming to the most recent APA Publication Manuscript Guidelines and including an abstract, introduction, research methodology, statistical analysis plan, preliminary discussion of the expected results, and a complete list of references and supporting literature. A formal thesis committee meeting must be held to review the proposal, address any concerns raised by committee members, and formalize the activities the student must perform to complete the thesis.

## **Thesis Committee**

In conjunction with the chair, the student will identify a minimum of two other faculty members to serve on the thesis evaluation committee. Great care should be taken in selecting committee members. Issues such as interest, expertise, and availability should all be taken into account. It is this committee that makes all final decisions regarding the thesis.

The thesis committee must be composed of a minimum of three members, all of which must possess a terminal degree in their respective field. One of the members must be from the I/O area faculty, and at least one other member must be a departmental faculty member. The third member may come from the I/O area faculty, department faculty, or the professional community.

## Thesis Defense

After completing the set of activities defined during the proposal meeting, and upon the concurrence of the student's thesis committee, a thesis defense meeting must be scheduled. A date, time and place for the meeting will be posted at least one week prior to the actual date along with a notice of examination. The thesis defense meeting represents an opportunity for the intellectual exchange of ideas as well as an evaluation of the worthiness of the research report. The thesis defense meeting, therefore, is an open meeting, and may be attended by other members of the department or the university community.

The thesis defense meeting should be scheduled for approximately one and a half hours. The format of the meeting includes an oral presentation of the research, a question and answer session, and a closed executive session attended only by the thesis committee members.

The format and extent to which other attendees may participate in the question and answer portion of the meeting is left to the discretion of the thesis chair.

During the oral presentation, the student should summarize the literature review, describe the method and analyses performed, interpret the research results, and discuss the implications of the study. During the question and answer session the student will face questions, comments and criticisms from the thesis committee. Finally, a closed executive session will be conducted. During this session, the student and any other attendees are excused. In the executive session, the thesis committee members discuss the merits of the project and vote on its acceptance. The committee may decide to accept the thesis, accept the thesis with minor revisions (requiring no rescheduled proposal meeting), or held for major revisions (requiring that a new thesis meeting be rescheduled **after** revisions are completed).

## Thesis Enrollment Requirement

To be considered full-time after completion of coursework, students must be continuously enrolled in three hours of thesis research every semester (including summers) until successful defense and graduation. This enrollment each semester reflects the expenditure of university resources. Students that wish to enroll in part-time hours must consult with their adviser. For more details about enrollment, please refer to the Thesis Enrollment Requirement and the Full-time Enrollment Requirements policies of the [UCF Graduate Catalog](#).

## Graduate Research

UCF has three fundamental responsibilities with regard to graduate student research. They are to (1) support an academic environment that stimulates the spirit of inquiry, (2) develop the intellectual property stemming from research, and (3) disseminate the intellectual property to the general public. Students are responsible for being informed of rules, regulations and policies pertaining to research. Below are some general policies and resources.

Research Policies and Ethics Information: UCF's Office of Research & Commercialization ensures the UCF community complies with local, state and federal regulations that relate to research. For policies including required Institutional Review Board (IRB) approval when conducting research involving human subjects (e.g. surveys), animal research, conflict of interest and general responsible conduct of research, please see their website: [research.ucf.edu/](http://research.ucf.edu/) > Compliance.

UCF's Patent and Invention Policy: In most cases, UCF owns the intellectual property developed using university resources. The graduate student as inventor will according to this policy share in the proceeds of the invention. Please see the current UCF Graduate Catalog for details: [ucf.catalog.acalog.com/index.php?catoid=4](http://ucf.catalog.acalog.com/index.php?catoid=4) > Policies > General Graduate Policies.

# Financial Support

## Graduate Financials

Students with qualifying assistantships or university-wide fellowships will receive financial packages that include an assistantship or fellowship stipend, tuition remission, and health insurance. Qualifying fellowships are accompanied by tuition waivers. Qualifying assistantships include single appointments of at least .50 FTE (20 hrs/week) or two appointments of at least .25 FTE (10 hrs/week). Tuition remission is in the form of either tuition waivers or tuition payments that cover in-state (resident) tuition. Nonresident students with financial packages are not charged out-of-state tuition or the nonresident financial aid fee.

For additional information about funding for graduate school, please visit the College of Graduate Studies Funding website at [graduate.ucf.edu/funding/](http://graduate.ucf.edu/funding/).

If you are interested in applying for loans or externally funded need-based awards, visit the Office of Student Financial Assistance website at [finaid.ucf.edu/](http://finaid.ucf.edu/) and complete the Free Application for Federal Student Aid (FAFSA), which is available January 1 each year.

## Fellowships

Most university fellowships are reserved for incoming degree-seeking graduate students. For eligibility, students must be accepted as a graduate student in a degree program and enrolled full-time. The department automatically nominates each accepted applicant for all eligible fellowships offered through the college and program offices. Other fellowships, however, require students to fill out a fellowship application. For more details about graduate fellowships, visit the College of Graduate Studies Funding website at [graduate.ucf.edu/funding/](http://graduate.ucf.edu/funding/).

## Assistantships

Departmental support is offered on a competitive basis to a very limited number of graduate students in the form of departmental assistantships. Master's level students receiving departmental assistantships function as graduate teaching assistants. Master's level graduate teaching assistants provide support to primary instructors in classroom management, exam scoring, lab instruction and/or other roles directly related to classroom instruction. Students may be required to work up to 20 hours per week. Departmental support is offered on a semester by semester basis. Usually, students receiving support in the fall semester will receive support in the spring semester contingent upon satisfactory performance of their assistantship duties.

Since the department cannot support all Master's students, some students will need to seek part-time employment elsewhere. Many other departments across the university offer assistantships and often recruit our students. For more complete information about university assistantships, please visit the online UCF Graduate Catalog at [ucf.catalog.acalog.com/index.php?catoid=4](http://ucf.catalog.acalog.com/index.php?catoid=4) and then follow the link for *Financial Information*.

## GTA Training Requirements

Some assistantship positions (i.e., Graduate Teaching Associate, Assistant or Graders) require students receive GTA training **before** contracts can be processed. The training, offered by UCF's Faculty Center for Teaching and Learning, covers course design, learning theories, ethics, and other topics relevant to preparing GTAs for their responsibilities. In addition, international students must demonstrate English proficiency by successfully passing the SPEAK test with a score of 55 or better.

See [graduate.ucf.edu/graduate-teaching/](http://graduate.ucf.edu/graduate-teaching/) for training requirements and registration instructions.

# Graduate Student Associations

## Student Professionals in Industrial Organizational Psychology (SPIOP)

[ucf.campuslabs.com/engage/organization/SPIOP](http://ucf.campuslabs.com/engage/organization/SPIOP)

SPIOP is a student organization that promotes graduate and undergraduate students' understanding and involvement within the field of industrial/organizational psychology. Specifically, the organization provides opportunities for students to share ideas and information among themselves and the I/O psychology community.

## The Graduate Student Association (GSA)

GSA is UCF's graduate organization committed to enrich graduate students' personal, educational and professional experience. To learn more or get involved, please visit [facebook.com/groups/UCFgsa/](https://facebook.com/groups/UCFgsa/).

For individual department or graduate program organizations, please see program adviser.

# Professional Development

## Teaching and Learning

The Faculty Center for Teaching and Learning (FCTL) promotes excellence in all levels of teaching at the University of Central Florida. They offer several programs for the professional development of Graduate Teaching Assistants at UCF.

- **GTA Training** (mandatory for employment as a GTA)  
This training provides information and resources for students who will be instructors in a two-day workshop. The seminars cover a variety of topics, including course development, learning theories, lecturing, and academic freedom. Those interested in additional training can also attend an optional training session that normally follows the mandatory training.
- **Preparing Tomorrow's Faculty Program**  
This certificate program (12-weeks) consists of group and individualized instruction by Faculty Center staff and experienced UCF professors. Textbooks and materials are provided. For more information: [fctl.ucf.edu/](http://fctl.ucf.edu/) > Events > GTA Programs or call 407-823-3544.

## Pathways to Success Workshops

Coordinated by the College of Graduate Studies, the Pathways to Success program offers free development opportunities for graduate students including workshops in Academic Integrity, Graduate Grantsmanship, Graduate Teaching, Personal Development, Professional Development, and Research. For more information and how to register, please visit [graduate.ucf.edu/pathways-to-success/](http://graduate.ucf.edu/pathways-to-success/).

## Graduate Research Forum

The Graduate Research Forum will feature poster displays representing UCF's diverse colleges and disciplines. It is an opportunity for students to showcase their research and creative projects and to receive valuable feedback from faculty judges. Awards for best poster presentation in each category will be given and all participants will receive recognition.

The College of Graduate Studies and the Graduate Student Association invite all UCF students, community, and employers to attend the Graduate Research Forum. For more information, contact [researchweek@ucf.edu](mailto:researchweek@ucf.edu).

## Graduate Excellence Awards

Each year, the College of Graduate Studies offers graduate students who strive for academic and professional excellence the opportunity to be recognized for their work. The award categories include the following:

**Award for Excellence by a Graduate Teaching Assistant** – This award is for students who provide teaching support and assistance under the direction of a lead teacher. This award focuses on the extent and quality of the assistance provided by the student to the lead instructor and the students in the class. (Not intended for students who are instructor of record)

**Award for Excellence in Graduate Student Teaching** – This award is for students who serve as instructors of record and have independent classroom responsibilities. The focus of this award is on the quality of the student's teaching and the academic contributions of those activities.

**Award for the Outstanding Master's Thesis** – It recognizes graduate students for excellence in the master's thesis. The focus of this award is on the quality and contribution of the student's thesis research. Excellence of the master's thesis may be demonstrated by evidence such as, but not limited to: publications in refereed journals, awards and recognitions from professional organizations, and praise from faculty members and other colleagues in the field.

For the nomination process and eligibility criteria, see the College of Graduate Studies website [graduate.ucf.edu/awards-and-recognition/](http://graduate.ucf.edu/awards-and-recognition/).

## Other

Students should take opportunities to present a poster or a topic of research at a conference. To obtain financial support to present at a conference (other than through your program) or to engage in comparable creative activity at a professional meeting, visit the Graduate Presentation Fellowship section at [graduate.ucf.edu/presentation-fellowship/](http://graduate.ucf.edu/presentation-fellowship/).

For information about the Council of Southern Graduate Schools (CSGS) thesis and dissertation awards, see their website: [csgs.org/](http://csgs.org/) > Awards.

For grant-proposal writing resources: [uwc.cah.ucf.edu/](http://uwc.cah.ucf.edu/).

## Job Search

UCF's Career Services department offers a wide range of programs and services designed to assist graduate students. These services include evaluation and exploration of career goals, preparation for the job search and job search resources. To learn more, visit their website at [career.ucf.edu/](http://career.ucf.edu/).

For specific services or resources provided by the academic program, please contact the graduate program director or academic advisor.

## Forms

- [College of Graduate Studies Forms and References](#)  
A complete listing of general forms and references for graduate students, with direct links, may be found here.
- [Graduate Petition Form](#)  
When unusual situations arise, petitions for exceptions to policy may be requested by the student. Depending on the type of appeal, the student should contact his/her program adviser to begin the petition process.
- [Traveling Scholar Form](#)  
If a student would like to take advantage of special resources available on another campus but not available on the home campus; for example, special course offerings, research opportunities, unique laboratories and library collections, this form must be completed and approved.

## Useful Links

- [Industrial and Organizational Psychology MS](#)
- [College of Sciences](#)
- [College of Graduate Studies](#)
- [Academic Calendar](#)
- [Bookstore](#)
- [Campus Map](#)
- [Computer Labs](#)
- [Counseling Center](#)
- [Fastweb Scholarships](#)
- [Financial Assistance](#)
- [Golden Rule Student Handbook](#)
- [Graduate Catalog](#)
- [Graduate Student Association](#)
- [Graduate Student Center](#)
- [Housing and Residence Life](#)
- [Housing, off campus](#)
- [Knights Email](#)
- [Learning Online](#)
- [Library](#)
- [NID Help](#)
- [Pathways to Success](#)
- [Recreation and Wellness Center](#)
- [Register for Classes](#)
- [Shuttles Parking Services](#)
- [Student Health Services](#)
- [Thesis and Dissertation \(ETD\)](#)
- [UCF Global](#)
- [UCF IT](#)
- [University Writing Center](#)

# Grad Faculty

**Asterisk** = has previous committee experience, which qualifies the person to serve as vice chair

**Burke, Shawn \***

College: College of Sciences  
Disciplinary affiliations: Industrial and Organizational Psychology  
Contact Info: [sburke@ist.ucf.edu](mailto:sburke@ist.ucf.edu)

**Ehrhart, Mark \***

College: College of Sciences  
Disciplinary affiliations: Industrial and Organizational Psychology  
Contact Info: [Mark.Ehrhart@ucf.edu](mailto:Mark.Ehrhart@ucf.edu)

**Fritzsche, Barbara \***

College: College of Sciences  
Disciplinary affiliations: Industrial and Organizational Psychology  
Contact Info: [bfritzsc@ucf.edu](mailto:bfritzsc@ucf.edu)

**Horan, Kristin**

College: College of Sciences  
Disciplinary affiliations: Industrial and Organizational Psychology  
Contact Info: [Kristin.Horan@ucf.edu](mailto:Kristin.Horan@ucf.edu)

**Jex, Steve \***

College: College of Sciences  
Disciplinary affiliations: Industrial and Organizational Psychology  
Contact Info: [Steve.Jex@ucf.edu](mailto:Steve.Jex@ucf.edu)

**Min, Hanyi**

College: College of Sciences  
Disciplinary affiliations: Industrial and Organizational Psychology  
Contact Info: [Hanyi.Min@ucf.edu](mailto:Hanyi.Min@ucf.edu)

**Pace, Victoria \***

College: College of Sciences  
Disciplinary affiliations: Industrial and Organizational Psychology  
Contact Info: [victoria.pace@ucf.edu](mailto:victoria.pace@ucf.edu)

**Shoss, Mindy \***

College: College of Sciences  
Disciplinary affiliations: Industrial and Organizational Psychology  
Contact Info: [Mindy.Shoss@ucf.edu](mailto:Mindy.Shoss@ucf.edu)

**Su, Shiyang**

College: College of Sciences  
Disciplinary affiliations: Industrial and Organizational Psychology  
Contact Info: [Shiyang.Su@ucf.edu](mailto:Shiyang.Su@ucf.edu)

## Contact Info

- **Victoria Pace, PhD**  
Associate Lecturer  
OTC 600 Bldg, Office 281J  
Phone: 407-823-4481
- **Dani Draper**  
Graduate Admissions Specialist  
PSY 301G  
Phone: 407-823-2458