Welcome to the Ph.D. Program in Psychology: Consciousness and Society in the Psychology Department at the University of West Georgia. We are glad you have decided to be part of our department. This handbook is the result of faculty and students working together to provide you with helpful information as you navigate the program. Thankfully, this is an on-line reference that will be routinely updated.
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INTRODUCTION: SOURCES OF INFORMATION

The purpose of this handbook is to assist you as you make your transition into our department. Some policies are contained elsewhere, like the College of Social Sciences Handbook and the University Graduate Catalog. This is not a policy book: it is not a legal contract. Rather, it is a guide and thus will help you navigate the opportunities and the procedures that will make life here easier and allow you to maximize your time studying and working within the program.

Information covered in this guide involves primarily items that are specific to the department. While we hope this information will be helpful, please do not hesitate to contact the administrative staff in the Psychology Department or College of Social Sciences to obtain more specific information. Our hope is that this manual will help answer most of your questions, and will also help to avoid unnecessary delays and problems while you complete your Ph.D. degree. We look to maintain an atmosphere that contributes to good academic, career, and personal development. Our goal is to ensure that we make your experience as productive and successful as possible.

College of Social Sciences Graduate Student Manual 2013-2014:

University of West Georgia Graduate Catalog 2013-2014:
http://www.westga.edu/catalog_grad/

The COSS handbook is primarily procedural. There are some policies about hours taken, numbers of years of support, and some other policies that are referred to which apply in general to graduate students in all Social Sciences programs. Note in these cases, that the sentence will say “may” or “normally” in order to allow wiggle room for the Ph.D. program. The UWG Graduate Catalog is the legal contract between students and the university. Please check with the Director or Ms. Yang if you have questions about policies.

If there is any doubt regarding the interpretation of any regulation or requirement mentioned in this PhD Program Student Manual, or if there are specific questions that are not covered in this manual, please feel free to consult the Department Chair, Dr. Don Rice (Interim Director); the Program Director (effective Spring 2014), Dr. Neill Korobov; or ask the administration staff in the psychology department office. For our part, we have therefore included information that we find helpful in those areas including program requirements, Graduate and Teaching Assistantships, Student Travel, among other issues.

Psycod Listserv: Please subscribe to and READ the psydoc listserv, which is currently maintained by PhD students, although that may change as we grow. Students and faculty often use the listserv to share information about conferences, registration, and other bits of information that may be valuable to other members in the group. If you are not a member of the psydoc listserv, please inquire with your PhD student colleagues or ask Dr. Malone.

IT IS EACH INDIVIDUAL STUDENT'S RESPONSIBILITY TO BE FAMILIAR WITH ALL UNIVERSITY POLICIES, PROCEDURES, AND REQUIREMENTS. Be sure you are looking at the most up to date version of any handbook (typically subtitled with the year, i.e., 2013-2014).

International Students: A great deal of important information about international students, policies and procedures is available in the College of Social Sciences Handbook cited above. You may also contact International Services and Programs, if you have questions about immigration requirements, deadlines, etc. at: http://www.westga.edu/isp/. The International Student Advisor is Kristin Etheredge, kethered@westga.edu, or 678-839-4780.
INTRODUCTION: PROGRAM DESCRIPTION

The Department of Psychology is located at Melson Hall (Front Campus Drive) and is home to undergraduate, Masters, and Ph.D. students in Psychology. General information on our department can be found at http://www.westga.edu/psydept. With 800 or more undergraduates and over 100 graduate students, we are a large department, yet one which genuinely interacts with students in a personal and singular way.

The Ph.D. program reflects three theoretical approaches to analyze the intersection of consciousness and society: Humanistic, Critical, & Transpersonal. These approaches serve as reflexive and reflective anchors to the scholarly trajectory of our students in developing their own research interests. The doctoral program draws on the humanistic/existential foundations that address the phenomenological grounding of consciousness and interrogates relevant research in psychology and other disciplines, from philosophy to the neurosciences. This entails drawing upon the classical texts in the discipline and studies emerging in transpersonal psychologies, with their interest in mind/body questions, and current interdisciplinary work in embodiment and consciousness. The program’s study of consciousness is also informed by critical traditions within psychology that examine the historical position of the discipline as well as cultural representations and practices in order to understand the constitution of consciousness and the subject within institutional and social contexts. Finally, our commitment to praxis entails a commitment to engage forms of research such as those consonant with the Social Justice movement in psychology. The primary methodologies that are taught are based in qualitative approaches.

Values and Commitments

All of the theoretical perspectives that inform the curriculum promote a fundamental value of the program, to privilege the question of one’s subjective accounting of an event, either in experiential or discursive terms. Whether in terms of reflexivity or awareness, this value links our program to more qualitative approaches.

In all of our classes and projects, the Psychology Department offers a more integrative and nuanced approach toward consciousness and society, including an awareness of the less explored spiritual dimensions that inform individual and community life. This promise is made good in our foundation in transpersonal psychologies with their articulation of the wisdom traditions. In the same way, our broad based sense of the place of community life for the individual translates into our support of social justice and ecological and integrative thinking. It dovetails with our effort to continually and creatively address the relationship between theory and praxis through ethically informed and engaged modalities of research.

FACILITIES AND STUDENT RESOURCES

- UWG Graduate Student Handbook: http://www.westga.edu/catalog_grad/
- UWG Student Handbook: http://www.westga.edu/handbook/
- Important Dates (Registrar): http://www.westga.edu/registrar/766.php
- UWG Library: http://www.westga.edu/library/ (In order to access online databases via UWG, you will need to contact the library for the current semester’s Galileo password.)
- UWG Library Research Guide for Psychology Graduate Students: http://www.libguides.westga.edu/Psychology_Graduate?hs=a
- Research Support Contact for Psychology Graduate Students: Andrea Stanfield (astanfie@westga.edu / 678-839-5503)
PROGRAM REQUIREMENTS

Matriculation: Students admitted directly to the doctoral program should expect at least one year of full time attendance. After one year, students may be allowed to change to part time status. The program must be finished within eight years.

1. Earn 60 credits in approved doctoral level courses.

These requirements are in accordance with prevailing standards for psychology doctoral programs. At least 48 credits must be attained from the Psychology Department. The remaining 12 hours may, upon approval, be comprised of coursework outside of the department but within the University of West Georgia, 9 hours of which can be transferred in from outside the university (pending approval). Note: if the courses are over eight years old, it is much less likely they will be able to be transferred in. Courses taken outside of the department but within UWG should be registered as a tutorial course unless they are 7000-level or above. Note, if a course is taken elsewhere, the school cannot pay for these courses. No courses that were applied to another degree can be used for credit toward the Ph.D. At least 40 credits must consist of courses numbered 8000 or above. The remainder may include courses numbered 7000 or above. All required course credits are 4 hours (except PSYC 9002, which is 2 hrs). Required 60 hours do not include dissertation hours.

2. Earn credit for the following required courses (see pages 7-11). Non-required 8000 level courses require permission of instructor if required doctoral courses have not been completed.

3. Please note that students are required to complete a graduate-level course (a graduate class or its equivalent) in quantitative methods/approaches prior to or while pursuing the Ph.D. in Psychology. Students can take this at any time from any department, provided it is graduate-level. Please see the Director about what can be used to fulfill this requirement.

Students must also complete Comprehensive Examinations (Psyc 9002) and a Dissertation.

Comprehensive Examinations: Students must demonstrate readiness to advance to doctoral candidacy by completing comprehensives. After completing coursework or during the last semester of coursework (provided that all core classes are complete) you will be required to take the PSYC 9002: Doctoral Qualifying Seminar. This course may be taken concurrently with your remaining 60-hour required course load. This course will require a presentation, attended by two members of faculty, in addition to professor of record, who will listen to and ask questions about a student presentation. The presentation, using the courses completed, will represent a reflective integration of the course themes and content, and represents how the student incorporated and understood the coursework that marked the acquisition of a Ph.D. The course will also include writing a draft dissertation proposal and identifying the committee for your dissertation. A form to be attached to the proposal will need committee signatures in the proposed dissertation.

Course will be pass/fail. All candidates to the Ph.D., from designated cohorts, must pass this course to begin dissertation and complete all remaining requirements. The maximum number of times a student can sit for comprehensive exams is two.

Dissertation:
**Research Ethics and Policy:** It is the guiding principle of the University of West Georgia to maintain the highest standards of research and scholarship integrity regardless of the source of funding for that research or scholarship, or the type of research or scholarship being conducted. The University of West Georgia complies with guidance issued by the federal Office of Research Integrity by promoting ethical conduct in academic research and scholarship and all aspects of the research enterprise. Read complete UWG policy: [http://www.westga.edu/assetsDept/orsp/ResponsibleConductinResearchGuidelines.pdf](http://www.westga.edu/assetsDept/orsp/ResponsibleConductinResearchGuidelines.pdf). All students engaged in research involving human participants must complete an educational program related to the responsible conduct of research prior to initiation of a research project. The University of West Georgia has selected the Collaborative Institutional Training Initiative (CITI) as the best and most efficient mechanism for delivering education to UWG researchers involved with human subject research. CITI is an on-line educational training course that provides relevant, up-to-date information on the protection of human subjects in the format of instructional modules. For more information, see [http://www.westga.edu/orsp/index_17322.php](http://www.westga.edu/orsp/index_17322.php). Please check with faculty dissertation advisors to make sure they are also CITI compliant.


**Dissertation Committee:** After successfully passing comprehensives, but before beginning the dissertation proposal, students should choose a dissertation advisor and form a dissertation committee. Please note that you might be able to choose your advisor at the beginning of the program. The committee should be comprised of 1) a dissertation advisor, who is primarily responsible for the direction of the dissertation and who will be a full-time member of the Department and a member of the Graduate faculty and 2) two faculty members with full-time graduate faculty credentials, one of which may be from outside the Department. The student may also request a fourth member, or external reader, from an outside Department or University. Upon forming the dissertation committee, the student must arrange an initial meeting with the advisor to establish the timetable for the proposal and dissertation. The dissertation committee will work with the student while the dissertation proposal is started, and the names of committee members and proposal title will be given to the designated department administrator. All members of the committee should be kept informed as to the progress of the proposal and of the dissertation at regular intervals. Any changes in committee membership should be followed by notification of all members and the department administrator. As we accrue more dissertations, we hope to provide templates on the dissertation for future adventurers.

**Dissertation Proposal:** The nature of the dissertation proposal will reflect the type of dissertation undertaken by the student as approved by the dissertation advisor. Some will be research based, some project based, and some theoretical.

**Proposal Defense:** Once the proposal is finished, the dissertation committee will meet with the candidate to determine the feasibility and scholarship of the proposed project. During the proposal defense, the committee will suggest revisions and evaluate the viability of the candidate's dissertation project. Approved dissertation proposals will be filed with the proper administrative office. Upon approval and filing of the dissertation proposal, the student is officially admitted to candidacy. Please note: it is only after you have defended your proposal that you are officially a “doctoral candidate” and may refer to yourself as “ABD” (All But Dissertation). The proposal defense will be open to any interested psychology faculty. Your dissertation committee chair should invite interested psychology faculty on your behalf (you will want to discuss this with your chair).

**Dissertation Defense:** The dissertation defense will consist of an oral presentation by the student followed by a question-and-answer period led by the student's advisor. The dissertation defense is open to the public. After the defense, the student will give a department colloquium. Dissertation formatting and deadlines after dissertation completion are really important. Please see University and COSS handbooks
for more information or check the registrar’s page for up to date guidelines: http://www.westga.edu/registrar/755.php.

COURSE TRACK / COURSE DESCRIPTIONS

Student Checklist: Look for the Student Checklist on the psychology department’s website under the “current student” section of the Ph.D. Program section. You can also find a copy of the checklist at the end of this manual. If you were admitted as a PsyD student, please crosscheck your courses with Dr. Malone and make sure you will be ready to graduate. Otherwise you may not graduate. Your advisor, Dr. Korobov, or Dr. Malone can help you with the checklist.

Required Courses: Core Courses, Foundations, Research Methods, and Doctoral Qualifying Seminar

Core Courses:

PSYC 8000: CONSCIOUSNESS & EXPERIENCE
This course introduces current approaches to the study of consciousness. An examination of consciousness as lived experience, through its manifestation as embodiment, temporality, spatiality, and sociality.

PSYC 8001: CULTURE AND SUBJECTIVITY
An examination of the dialectical nature of the relationship between subjectivity and culture including recent developments in linguistics, textual analysis, and research on intersubjectivity.

PSYC 8002: STUDIES IN MIND/BODY
Basic issues in mind/body psychology, such as the phenomenology of embodied consciousness, psychoneuroimmunology, neuroscience, integrative and holistic health, and contemplative disciplines.

Foundations:

Students must choose at least one of the following four courses:

PSYC 7004: HISTORICAL FOUNDATIONS OF PSYCHOLOGY
This course emphasizes interrelations between philosophy, psychology, and social practice. The course looks at traditions that have questioned this demarcation, such as pragmatist, third force, and critical approaches and examines the implications of a more integrative approach.

PSYC 8007: CRITICAL FOUNDATIONS OF PSYCHOLOGY
This course represents one of the program’s fundamental approaches to the study of consciousness and society. This course provides a historical and current day perspective on the seminal philosophical, theoretical and empirical perspectives in the discipline of critical psychology. Within this course we develop an understanding of consciousness as situated at the intersection of systems of power, be it at the individual, group or societal level.

PSYC 8008: HUMANISTIC FOUNDATIONS OF PSYCHOLOGY
This course represents one of the program’s fundamental approaches to the study of consciousness and society. The course examines the paradigm of psychology as a specifically humanistic discipline. Its focus is on the historical origins and philosophical foundations of this approach.

PSYC 8009: TRANSPERSONAL FOUNDATIONS OF PSYCHOLOGY
This course represents one of the program’s fundamental approaches to the study of consciousness and society. It provides a theoretical and experiential foundation in transpersonal psychology. Western psychology often focuses on the individual person as a single, separate, extrinsically existing entity in relation to others. Transpersonal psychology challenges this assumption, effectively returning to psychology’s original meaning as the study (or revealing) of soul or spirit.

Research Methods:

PSYC 8005: HUMAN SCIENCE RESEARCH METHODOLOGIES
An examination of the practice and application of research methodologies such as qualitative, phenomenological, hermeneutic, ethnographic, and discourse analysis.

** As noted earlier, students must take a graduate class in quantitative methods/approaches.

Doctoral Qualifying Seminar:

PSYC 9002: DOCTORAL QUALIFYING SEMINAR
The doctoral qualifying course serves two purposes. First, it prepares students for comprehensives, which will be presented within the context of the class. Secondly, it allows one to discuss and develop a frame for a dissertation proposal and leads to a proposal draft. This course may be repeated once for credit. Students should have completed all required classes and required hours to enroll in 9002, or should be in their last semester.

Dissertation (also required):

PSYC 9999: DISSERTATION
Students will enroll in PSYC 9999 each semester after completing comprehensives and coursework. PSYC 9999 does not count towards the required 60 hours, but does count as hours per se for GRA and TA, and for financial aid. To fulfill this requirement, dissertation and proposal must be approved by Director, Advisor, and Chair. A dissertation, once defended, must be accompanied by the thesis and dissertation defense form that you can get from the COSS: http://www.westga.edu/assetsCOSS/coss/Thesis_and_Dissertation_Defense_Results_Form.pdf

Additional 8000 Level Courses:

PSYC 8004: DEVELOPMENT TRANSFORMATION & CHANGE
This course explores dimensions of change at the individual and social levels. It will draw upon more traditional developmental models and integrate these with other approaches to spiritual growth, social transformation and/or psychological change. The course will be interdisciplinary and different perspectives on transformation and development will be introduced.

PSYC 8006: ADVANCED HUMAN SCIENCE METHODOLOGIES
Advanced applications and design of qualitative methods and their fields of application, including areas such as health psychology, education, community, program evaluation, and other fields.

PSYC 8010: THEORETICAL FOUNDATIONS OF PSYCHOLOGICAL INQUIRY
Philosophy of Inquiry is the foundational course for the research sequence. The course focuses on problems and concepts with direct relevance to psychological inquiry, including a survey of historical views of science and scientific method, and competing views of what grounds the authority of science.

PSYC 8102: PSYCHOSPIRITUALITY AND TRANSFORMATION
An examination of wisdom traditions and approaches to psychospiritual personality integration and how they apply to modern human problems.

**PSYC 8103: SCIENCE, TECHNOLOGY, AND CONSCIOUSNESS**
An examination of the individual and social psychological significance of living in an increasingly technological world, including implications for such issues as identity, agency, cultural change, and adaptation.

**PSYC 8185: SPECIAL TOPICS IN HUMAN DEVELOPMENT**
Special series of seminars meant to explore subjects in human development which are of particular interest to students & faculty.

**PSYC 8260: PSYCHOLOGY, EPISTEMOLOGY, AND ETHICS**
Often attributed to religion and perforce, confounded by differing opinions, epistemology and ethics - the study of knowledge and values, of truth and goodness, respectively are matters of the human mind. To elucidate the crisis in these two disciplines, the course provides a historical overview of them; and to offer realistic hope of addressing the crisis, the course focuses on Lonergan's analysis of intentional consciousness and its inherent norms for correct knowledge and responsible decision.

**PSYC 8270: DEPTH PSYCHOLOGY**
Topics in depth psychological theories of the unconscious.

**PSYC 8280: HISTORY OF CONSCIOUSNESS**
Examination of the evolution of human consciousness through a focus on key historical epochs in civilization and the transformations wrought in each.

**PSYC 8290: APPROACHES TO COMMUNITY**
(Prerequisite: Doctoral Student or Permission of Instructor)
Identification of the interplay of social, individual, and other factors at work in given community issues and problems.

**PSYC 8300: EXPLORATORY METHODS IN CONSCIOUSNESS STUDIES**
(Prerequisite: Doctoral Student or Permission of Instructor)
Practice in the cultivation of methods of conscious awareness, such as meditation, yoga, and other forms of mental discipline.

**PSYC 8301: PROGRAM EVALUATION**
Advanced studies in program evaluation; applied settings are emphasized.

**PSYC 8581: INDEPENDENT PROJECT**
Independent research in a particular topic, under the supervision of a professor.

**PSYC 8584: ADVANCED SEMINARS**
These seminars will offer advanced study in special topics; Child & Youth Care, Organizational Transformation, Community Building & Generativity, Disaster Mental Health, Cultural Diversity and Community

**PSYC 8884: PSYCHOLOGY PROSEMINAR**

**PSYC 8887: ADVANCED PRACTICUM IN PSYCHOLOGY**

**PSYC 9087: TEACHING PRACTICUM**
Development of expertise as a teacher in both academic and psycho-educational settings.

**PSYC 9187: PRACTICA**
A focused immersion into a specific psychosocial intervention, in the course of which the student is to develop a systemic understanding of the issue(s) addressed, as well as a concept of what constitutes a change in consciousness awareness or systemic transformative intervention around those issues.

**PSYC 9887 INTERNSHIP**
Internship is defined as intensive and independent fieldwork experience that can occur concurrently with dissertation research. It typically follows proposal defense and comprehensives. The internship although not required should bear a clear and articulated relationship to student's interests and doctoral program aims and teachings. It is at least one semester long. Site, hours and
supervisory contract will be negotiated by the student, the internship instructor and appropriate personnel site supervisors with an appropriate memorandum of understanding.

**Electives:**

(The following are 7000 level courses, which may also include Masters level students. Electives may be taken either in tutorial or seminar formats at the 7000 level.)

**PSYC 7003: STATISTICS FOR THE SOCIAL SCIENCES**  
Survey of quantitative research methods with an emphasis on mixed methodology designs.

**PSYC 7020: TRANSPERSONAL DEVELOPMENT**  
An overview of the farther reaches of human development, including consideration of consciousness studies, altered states, spiritual growth, and ways of knowing.

**PSYC 7030: INTRODUCTION TO ORGANIZATIONAL DEVELOPMENT**  
Provides a working understanding of organizational development (OD) and change including the process of change, the forces (internal and external) which impact organizations, and the role of OD and intervention strategies. Students will also gain an understanding of the impact that personality and consulting style may have in an organizational environment.

**PSYC 7050: CONSCIOUSNESS STUDIES**  
Examines selected topics in consciousness studies, such as the history of consciousness, the phenomenology of consciousness and society, etc.

**PSYC 7250: FOUNDATIONS OF PSYCHOANALYSIS**  
Addresses fundamental concepts in psychoanalysis through a return to Freud's texts and exploration of the basic schools in psychoanalysis after Freud. The emphasis is on clinical practice and the relationship between psychoanalysis and psychology. Course will require clinical and/or research applications.

**PSYC 7430: CROSS-CULTURAL COMMUNICATION**  
This course is a combination of on-campus experiences, travel to foreign countries, and other appropriate experiences, specifically designed to thematically explore cultural and ethnic dimensions in order to deepen psychological understanding. May be repeated for up to 12 hours.

**PSYC 7470: ADVANCED ORGANIZATIONAL DEVELOPMENT**  
An analysis of the processes for organizational development and renewal with emphasis on individual and organizational health. Special attention will be given to effective processes for change agent in the organizational context.

**PSYC 7490 PHENOMENOLOGY OF SOCIAL EXISTENCE**  
An exploration of the phenomenology of inter-subjectivity as a horizon of human existence.

**PSYC 7500: EXISTENTIAL PSYCHOLOGY**  
An inquiry into the influences of selected existential themes—such as anxiety, being-in-the-world, being-for-others—with an emphasis on their appearance in psychology.

**PSYC 7600: PERSONALITY AND MOTIVATION**  
Survey of theories of personality and motivational factors from a sampling of psychological, spiritual, and philosophical traditions.

**PSYC 7650: BUDDHIST PSYCHOLOGY**  
An introduction to the teachings and psychospiritual methods of the major schools of Buddhism.

**PSYC 7670: MUSIC AND THE MIND**  
An inquiry into the relationship between sound and the mind, including music and therapy.

**PSYC 7895: HORIZON SEMINAR**  
A special series of topical seminars meant to explore subjects at the leading edge of contemporary psychology which are of interest to students and faculty.

**PSYC 7810: TUTORIAL 1**
Students meet in small groups with instructor once a week to discuss a research topic. Subject matter varies each semester. May be repeated for credit.

PSYC 7820: WORKSHOP 1
This course is offered over three consecutive weekends, 4.25 hours each weekend. Subject matter varies each semester. This may be repeated for credit.

PSYC 7830: INVITED LECTURES 1
Invited lectures by a visiting professor. Subject matter varies each semester. This may be repeated for credit.

**Any courses not listed in the University’s Graduate Student Catalog are in the process of being approved by faculty governance.**

**Be sure to read the COSS Handbook section on “Course Requirements for Program Completion.”**

CURRICULUM FORMATS

The doctoral curriculum includes a variety of course formats: lectures, seminars, tutorials, directed readings, independent projects, practica/internships, as well as non-departmental electives.

Lecture courses are larger in size (10-15 students each), and present foundational overviews.

Seminars are smaller (6-10 students), more specialized discussion-oriented courses focusing on advanced topics.

Tutorials are typically composed of 3-5 students who gather for advanced study in an area with a faculty mentor, following the tradition of associated with the Oxford model.

Directed Readings are typically courses where one student meets with a faculty member in order to focus study on a particular text or thinker.

Independent Projects are individualized research projects designed by the student in collaboration with a supervising professor. These are available only to those students who have qualified for more in-depth work in a particular area.

Practica/Internships are field placements.

Internship:
At minimum a one semester internship at an approved setting.

Practicum:
PSYC 9087: TEACHING PRACTICUM
Development of expertise as a teacher in both academic and psycho-educational settings. Required for all teaching assistants (GTAs). Please note that the Teaching Practicum can be repeated for credit.

GRADUATE COURSE LOAD POLICY
Transfer Students: In any graduate program a maximum of 6 semester hours of graduate credit (9 hours for the Ph.D. in Psychology: Consciousness and Society) may be transferred from another accredited institution subject to the following conditions: (1) work already applied toward another degree cannot be accepted; (2) work must have been completed within the six or seven-year period allowed for the completion of degree requirements (8 years for the Ph.D.); (3) work must have been applicable toward a graduate degree at the institution where the credit was earned; (4) work offered for transfer must have the approval of the Dean of the College of Social Sciences or the chair of the department of the student's major; (5) acceptance of the transfer credit does not reduce the residency requirement stated above. Under no circumstances may credit earned through correspondence work be applied toward satisfaction of degree requirements (policy from the COSS Handbook).

Graduate Assistants (GAs) are required to carry a full load of classes each semester. To be considered full-time, a GA must register for and earn 9 credit hours, or the equivalent, each term. The specifics of the GA workload will be determined in consultation with the faculty to whom the student is assigned.

Graduate Teaching Assistants (GTAs) are required to carry a minimum of 6 credit hours per semester. A workload form is mandatory for all GTAs and can be obtained in the psychology department office. There are a number of teaching opportunities; these opportunities are, however, limited by funding and may slightly fluctuate from one semester to another. Further, faculty must “vet” all students who teach for accreditation reasons. Consequently, all graduate teaching assistants (GTAs) are required to take Teaching Practicum (PSYC 9087) before teaching. After a student completes the practicum, select faculty and the Program Director will evaluate students for teaching positions. Some students finish teaching practicum and are ready; some have taught before (i.e. some applicants will come to the program with prior graduate training and teaching experience); while others might need additional mentoring to hone their teaching skills. Rarely, but upon occasion, the faculty will feel that a student is not ready to take on teaching responsibilities. All students teaching for the first time are required to enroll in the one hour advanced teaching tutorial (PSYC 8581). In order to teach, you must have at least 18 doctoral hours in Psychology or a closely related field. We prefer a Master’s degree or at least one year of classes in our program. In general, faculty consults together about teaching prospects and tries to fit teachers with courses and with the needs of the university. Most Graduate Teaching Assistants will be teaching lower level classes. Given opportunity, teacher success, and discretionary judgment of the Program Director and/or faculty, students may teach an additional course in an upper level undergraduate area (i.e., developmental psychology, etc.). Feel free to propose such a course, but we cannot guarantee that your wishes will be fulfilled. Sometimes GTAs may be asked to teach an additional course. The level of reimbursement depends on where we get the funding. Please know that the Program Director and Chair make every effort to maximize reimbursement and keep it equal for the extra class. However, some funding is out of our control. Offices for GTAs are available. GTA’s need to obtain a traditional Westga email account (@westga.edu) for communication with their students (see Psychology Department front office for help).

For all students carrying less than 9 hours, regarding whether they are GTAs or GAs (e.g. only doing a dissertation), a special form will need to be filled out by the department and sent to all relevant administrative and financial offices. If you fail to complete this form, your financial aid will be cancelled and your classes will be dropped.

Any student taking less than 9 hours needs to check with Ms. Victoria Yang about forms accompanying the Personal Action Form (PAR) to avoid being dropped during the first week of the semester. (You do not have to fill out this form, but you do have to sign it. Contact Victoria first so she can fill out the form, then you can sign it later.)
**Hardship withdrawal:** If a student must get a hardship withdrawal during a semester and has an accompanying GA, this student must work the 10 hours per week required if accepting payment. Student should work with Health Services and check with the Directors about this issue. It will come back to bite you!

**Financial support:** It is the aim that each student will receive financial aid for 4 years (tuition remission plus either GA or GTA; note that if you receive a tuition remission you must also serve as a GA or GTA). GAs and GTAs will need the PAR form and exception form if required to avoid being dropped (any students with financial aid will need to take at least 6 credit hours to maintain their aid.) International students will require more credit hours; please check with COSS handbook and the office for international students. When your time to be supported has run out, we will notify you by email.

**REGISTRATION**

Please note that you MUST register for classes every semester. Registration for classes is conducted through BanWeb which is accessible through MyUWG. Registration information can be found at the Registrar’s website: [http://www.westga.edu/registrar](http://www.westga.edu/registrar).

If there is important information about registration, it will come to your Westga email account and if we know of it, we will pass it on. Each student will have a tuition waiver to cover tuition charges accrued for class credits registered for each semester (6-13 credits per semester will be covered; may need special documentation) in exchange for work as a GA or GTA. As noted above, each student has the opportunity to get a Graduate Research or Teaching Assistantship each semester, although they are limited. It is university policy that a graduate student who is working on a thesis or dissertation must register for Thesis or Dissertation Hours each semester. University policy states that graduate programs that offer variable hours of credit for Thesis or Dissertation Hours should guide advisors and their students to register for the number of hours of research which is consistent with a realistic appraisal of the amount of work to be done on the thesis or dissertation, as well as the amount of faculty involvement and use of university resources required. A realistic accounting for graduate student credit hours helps support quality graduate programs.

**ADVISING AND ACADEMIC AFFAIRS**

You are encouraged to have an advisor during your studies. While a good advisor will assist you in learning, s/he will also serve as a mentor. It is advisable to choose an advisor who has similar career interests and who is willing to share his/her knowledge, as s/he also continues to provide guidance. This knowledge is shared both formally in and outside the classroom setting. Our Psychology professors are known to be great student advisors and offer both academic and emotional support. They are also great sources of information in areas of research, dissertation, comprehensive examinations, fellowships and grants, internship, employment and other opportunities.

Please complete a student advisement form if you want a formal assigned advisor. It is available on the “Current Students” link on the Ph.D. page of the website or they are available in the Psychology Department main office. You can discuss this with the prospective professor. Our professors are more than willing to assist you in this process. They will give you specific, timely and constructive feedback on all academic issues and will treat you with respect and integrity.

**GRADUATE ASSISTANTSHIPS / GRADUATE TEACHING ASSISTANTSHIPS**
As noted above, the Psychology Department provides a number of graduate assistantships and Teaching Assistantships for our students. Please keep in mind that GAs and GTAs are competitive and only offered based on good student performance. After approval, GAs will be matched with a professor based on their abilities and similar interests. These assistantships offer valuable professional development opportunities in various programs and departments within the university for our degree-seeking students through supervised work experiences. Assistantships support the research, teaching, and service responsibilities of the University and help students pay for their graduate training. Therefore, graduate assistants must maintain satisfactory academic progress and performance and successfully complete the assigned research, teaching, or other responsibilities. You will be evaluated by semester for your time (which is determined in your initial contract) and the quality of your work. All teaching assistants’ evaluations are carefully monitored. The GA evaluation form is also available online:

http://www.westga.edu/graposting/index_14597.php

There will be a doctoral faculty meeting to evaluate your GA or GTA performance. Performance on assistantships is considered indicative of professional competence. You are required to keep the professor that you work for informed on how the GA time is spent, areas needed for supervision, and also areas of improvement. All students are evaluated on the number of hours and on academic and job performance. You are expected to assist the professor in areas like research, teaching, grading and other program activities. The department will maintain your assistantship based upon your performance, professor evaluation, and availability of funds. You must submit a GA application every semester to the main psychology department office.

Graduate Assistants and Teaching Assistants receive compensation as negotiated with the individual departments or programs hiring them. Students normally are paid monthly and not on a per-hour basis. All receive a tuition reduction, which covers all tuition charges except for $25, for the term during which they work. Students pay all other fees required by the university for graduate students. In addition, students holding an assistantship are required to have mandatory health insurance. (This insurance is added to your fees and paid via financial aid, if you are receiving any, otherwise this payment is due at the same time all fees are due each semester.) A waiver is available for students who already have health insurance. Please see your GA paperwork to learn more about the health fee waiver.

**Getting Paid:** If you are a GA, you will receive your first stipend check (as in the first one you ever receive, not the first one of each semester) in the mail, so expect for that check to come a little after the scheduled pay date. After that, if you so choose, you will receive your payment via electronic transfer by direct deposit. When you fill out your paperwork to accept your assistantship, you will have an option to sign up for direct deposit, which will be turned in to the Human Resources department. You can find the pay schedule online ([http://www.westga.edu/hrpay/index_13833.php](http://www.westga.edu/hrpay/index_13833.php)) under “Monthly Employees”.

**Note to GTA’s:** One of the learning objectives of the undergraduate course, *Psychology as a Human Science* (PSYC 2010), is for students to develop a research interest, which they then carry with them into their upper division psychology courses. The intent is for students to reach the *Integrative Seminar* course (PSYC 4884) with a research topic they have explored through various psychological lenses and approaches. The undergraduate committee invites and encourages you to provide opportunities for students in your 3000/4000 level psychology classes to use course assignments (where appropriate) to further develop the research topic they focused on during their 2010 course. Examples might include: using a term paper to further research their topic; developing a research proposal focused on their topic; doing a book report focused on their topic; etc. etc. If you have any questions, contact Dr. Diaz ([jdiaz@westga.edu](mailto:jdiaz@westga.edu)).
FINANCIAL AID / SCHOLARSHIPS

The picture of financial aid changes as government policy changes. Please check out the website on financial aid to determine for what sorts of aid you are eligible:

http://www.westga.edu/financialAid

The list-serve sends around any announcements of competitive awards that faculty know of. Please keep an eye on that website.

For those students interested in receiving additional aid via Stafford loans, be sure to fill out the FAFSA prior to the start of the school year. Refunds are typically dispersed one week after the drop/add week. It’s important to note that as of Fall 2012, graduate students will no longer be awarded subsidized loans. The total loan amount possible will remain the same, but only as unsubsidized loans. The department can offer a limited number of stipends for graduate research/teaching assistantships. The department also offers some out of state tuition waivers. See application form for requirements for consideration for such waivers and stipends. Further financial aid may be available through the financial aid office. If you have any questions regarding financial aid, please contact Jessica Wiggins, the Graduate Financial Aid Counselor: Jessica Wiggins: jwiggins@westga.edu.

Higher One: This is a MasterCard/Debit card that must be activated in order to receive some financial aid, refunds from university, and scholarships. Please visit the UWG page for more details: http://www.westga.edu/wolvesCard/index_2636.php.

GRADES: WITHDRAWING, INCOMPLETE GRADES, ETC.

It is very important for students to know the difference between dropping and withdrawing from a class. The guidelines on this policy are very clear. A course can only be "dropped" during the official drop/add period at the beginning of each semester. The drop/add period is the one to three day window available to edit a schedule prior to it becoming official. Dropped courses are removed from the student's class schedule and will not appear on transcripts. Late drops are not reimbursed.

After the initial drop/add period has passed, students must officially "withdraw" from a class by the withdrawal deadline. Unlike dropped courses, withdrawn courses remain on your class schedule and will appear on your transcript with a letter grade of "W."

A student will be dismissed from the PhD program if he or she earns two C’s or one F.

A faculty member may assign a grade of “Incomplete” for medical reasons, personal/family emergencies, or government obligations (e.g., jury duty, military service). The instructor of record must provide the student and department Chair with a detailed description of the work that remains to be completed, using the Incomplete Grade Form. The Department office will maintain the Incomplete Grade Form on file until the student completes the course. It is the responsibility of the faculty member to submit the grade change to the Registrar’s office when the work is completed. Students will have one calendar year starting from the receipt of the incomplete grade to complete the coursework and receive a grade. Please note that a student would need to obtain prior approval from the respective professor or the Director of the Psychology Department. You can obtain more information from the registrar’s office website below. If you do not finish in a year, you will get an F and will be dismissed from the program. This process has become automatized and so be sure to keep up with your incompletes.
Incomplete Grade Form: http://www.westga.edu/assets/coss/coss/Incomplete_Grade_Form(1).pdf
Registrar’s Office: http://www.westga.edu/registrar

Grade Appeals: Students have the right to appeal a course grade. Grade appeals must be submitted in writing, using the UWG Student Grade Appeal Form found on the Provost’s website and following the procedures outlined below. All grade appeals, regardless of their nature, shall be initiated no later than the following semester after cause for the appeal occurred. There are two types of grade appeals:

1. Dishonesty Grade Appeal: If the faculty member assigned the grade due to an allegation of cheating, plagiarism, or some other act of academic dishonesty and the student wishes to pursue the appeal, his or her case should be considered a Dishonesty Grade Appeal. Appeals of grades assigned due to an allegation of Academic Dishonesty may be made as soon as a grade penalty on the grounds of academic dishonesty has been levied against a student.

2. Grade Determination Appeal: If the reasons underlying the appeal are based on policy disagreements or alleged charges of arbitrary or unfair treatment by the involved faculty member, the appeal should be considered a Grade Determination Appeal. Grade determination appeals must be initiated during the semester immediately following the semester in which the course grade is assigned.

PRACTICUM / INTERNSHIP POLICIES AND PROCEDURES

If you feel an internship or research project that is off campus would be of value to you, we offer a practicum or internship course that you can arrange with your professor. You will need to discuss this with your advisor or supervising supervisor. At minimum, you will need a memorandum of agreement with site and a set of shared expectations. The professor and site manager will need to be in communication throughout your internship.

EXAMINATIONS/ MONITORING STUDENT PROGRESS

This varies by course but should include ongoing student evaluation and possibly final examinations. See respective professors for further information.

GRADUATION

General Information regarding graduation: http://www.westga.edu/registrar/460.php

*Note: The Graduation Application and associated fee can now be completed through online submission and payment which can be accessed via Banweb (students can also apply in person or by mail). If you have any questions, contact Enrollment Services Center or the Registrar’s Office.

Graduation Robes: We are a new program and sometimes the bookstore does not know what colors to order. There are two ways to acquire graduation regalia for doctoral candidates, either by purchasing them or by renting them. Please initiate this process at least a month in advance. If you would like to purchase regalia, you will need to do so through the Jostens Customer Service Center at http://www.Jostens.com/college or by calling 1.800.854.7464, Monday-Friday, 8:00am-5:00pm CST. Ask for a Fine-Quality representative to assist you with your purchase. The Bookstore is responsible for the rental process for doctoral regalia, and if you wish to use this process, contact Alice Barker directly (abarker@westga.edu / 678-839-5182). You will need to fill out a form that will you’re your measurements and degree information.
STUDENT HEALTH INSURANCE

All GRA/TA students must have health insurance. Those that already have health insurance (covering minimum requirements) may obtain a waiver; otherwise you must enroll for the student health insurance plan. The University has contracted with an outside provider to provide this insurance, which will automatically be charged to your UWG account. If a student is enrolled in the Mandatory Plan and becomes ineligible to continue, s/he will have the option to continue on the Voluntary Plan. If a student is enrolled in the Voluntary Plan, s/he must be eligible for the insurance at the time of purchase. For more information, please visit the following websites.

UWG Health Services on Insurance:  http://www.westga.edu/health/index_4155.php
United Health Care (UWG’s provider):  https://www.uhcsr.com/westga

*Note: To support recent graduates of the University of West Georgia, Health Services will now provide medical care for two semesters following graduation to those who elect to pay the current Health fee. The time between school and employment is often a challenging time for graduates since they sometimes do not have access to adequate health care during that transitional time. To learn more about the services provided by Health Service, please see: http://www.westga.edu/health/ or call Health Services at 678-839-6452.

STUDENT HEALTH SERVICES

Health Services Website:  http://www.westga.edu/health/

STUDENT ACHIEVEMENT / RESEARCH AND CAREER OPPORTUNITIES
Our doctoral students routinely demonstrate superb research skills and have presented their work in local and national conferences. They have continued to participate in faculty-directed and individual research opportunities, including journal publications and poster presentations. The Department strongly encourages students to participate in research opportunities. Our students present in such major conferences as the APA and other major academic and professional societies. Please see our website for a sample of accomplishments.

Our Psychology department annually hosts a research conference called **SPARC** (Student Psychology Annual Research Conference). In order to create a forum for student research, SPARC was inaugurated in the spring of 1999. The spark for SPARC came from graduate students enrolled in a research class during that semester. They wondered if there could be a good place to share and dialogue further about their research. Significantly, this conference was set up not as a competition but instead as a clearing for undergraduate and graduate Psychology students, faculty, and friends to join in a community of learners. SPARC provides a focal point for end of year presentations, a testing ground for new ideas, an opportunity to refine and practice presentation skills, and a celebration of scholarship and creativity. SPARC is held annually at the Psychology Department.

**Career Opportunities**

Our Ph.D. program will offer graduates a wide variety of potential careers. As is typical for psychology Ph.D.’s, it is expected that many will become college professors and researchers. A unique skill set of our graduates is the training they will receive in human science research, qualitative methodologies, and a philosophically rigorous background in history, theory and systems. But the program also will provide the opportunity for its graduates to find employment in more applied settings as well. These will especially include employment in the following: community development, wellness and holistic health, psycho-educational facilitation, organizational transformation, personal and executive coaching, and consultancies to policy makers and private organizations.

As we see it, there are three broad categories of skill sets and future employment opportunities:

1. **University/College Professor**: Our Ph.D. candidates will be prepared well to teach in liberal arts colleges and university settings. Backgrounds in history and systems, social action research, and qualitative methodologies will give them skills to add to a psychology program as a professor. While contributing to the disciplinary knowledge base of psychology, their skills will prove also to be beneficial to interdisciplinary programs across the social sciences. This could be a major advantage to academic institutions in times of budget restraints.

2. **Non-governmental Agencies and Non-Profit Community Based Organizations**: The University of West Georgia Ph.D. candidate will be trained to bring a broader background and higher skill level for upper-level administrative positions in community based action programs and other similar organizations. Training in various research methodologies from qualitative traditions in participatory action research, psycho-social research (particularly prevalent in the United Kingdom) and program evaluation will give a skill set that is useful inside or outside of the academy. The practicum dimension of our program will provide them with the “hands on” experience to develop, implement and evaluate program effectiveness and accountability.

3. **Qualitative Researcher**: There is a growing interest in supplementing outcome-based quantitative methods with qualitative data in government agencies and the private sector. This area will include also grant writing and program evaluation. We try to offer a program evaluation course tailored to our
program every year. For its part, qualitative research has now become a section in Division 5 of the American Psychological Association. Its growing presence in praxis based and academic reach has been established.

**STUDENT TRAVEL**

Students in the Ph.D. Program are encouraged to engage in academic and research activities that might include presenting in both local and national conferences. Traveling to such academic conferences and meetings is highly encouraged. To do so, you must follow Department Travel policies and procedures.

**Travel Authorization form(s) need to be turned in 90 days prior to traveling.** You will be funded according to whether you are presenting a paper, a poster, or are a discussant, etc. This is somewhat discretionary but the first priority is paper presentations. The sooner you get in your request for funding the better. There can be no travel for students after May 1, of any year, until we make further arrangements, so please aim for conferences earlier in the semester. We are working to change this. If there are left-over funds, the directors will try and alert students to apply for funding. See the Psychology Department office for details. Once you get accepted at a conference, immediately see Victoria so that you can fill out a “Travel Authorization” form for non-employee. These forms also are here:

**Travel Authorization Forms:** [http://www.westga.edu/travel/index_12214.php](http://www.westga.edu/travel/index_12214.php)
[http://www.westga.edu/assetsDept/travel/Travel_Authorization_NonEmpl.052412.pdf](http://www.westga.edu/assetsDept/travel/Travel_Authorization_NonEmpl.052412.pdf)
[http://www.westga.edu/assetsDept/travel/Travel_Expense_Form_Non_Employee.042412(1).pdf](http://www.westga.edu/assetsDept/travel/Travel_Expense_Form_Non_Employee.042412(1).pdf)
[http://www.westga.edu/assetsDept/travel/Student_Group_Travel_Forms.pdf](http://www.westga.edu/assetsDept/travel/Student_Group_Travel_Forms.pdf)

We try to offer at least $500 for out of state travel, but this fund from which these monies come is limited and we have to allot funding as fairly and intelligently as possible. Our aim is to fund as many students as possible in a meaningful way. Please carefully choose your conferences. Please feel free to consult Ms. Victoria Yang in the Psychology Department if you have any questions regarding travel authorization.

You need to make sure that you retain ALL of the receipts from your trip, which include airline itinerary (itemized, showing the credit card used to purchase the flight), boarding passes for all flights, hotel receipts (showing credit card information), conference registration receipts, taxi receipts, food receipts, parking receipts, rental car receipts, gas receipts, and miscellaneous receipts for presentation materials. If a receipt is missing, that item will not be reimbursed. All receipts MUST show proof of payment, otherwise credit card or banking statements must be supplied with reimbursement requests. Receipts submitted for travel reimbursement must be itemized to include room rate, taxes, parking, meals, etc. A receipt showing a total amount paid, which is not itemized, is not acceptable and likely will NOT be reimbursed. While it may be more work and cost us more as well, the easiest thing to do to insure you will be reimbursed is to deal with the hotels and airlines directly (i.e. do NOT use Expedia, Orbitz, or other websites, as they do not provide the kind of itemized receipts that the university requires for reimbursement. Also, remember to ask for the government rate, if applicable. You must also provide a copy of the conference program itinerary that lists your presentation and name. Record mileage information if you drive your own vehicle. You must provide a rental car comparison (on-line) to get full mileage reimbursement. If the business office deems your travel should have been done via rental car, they will reimburse the lowest mileage rate to you for using your own vehicle. See: [http://ssl.doas.state.ga.us/vehcostcomp/](http://ssl.doas.state.ga.us/vehcostcomp/).

Meals are paid according to the per-diem of the area you visit. Try to keep your meals reasonable. If you need more information on Student Travel then please visit this webpage:

ACADEMIC DISHONESTY

We follow the policies of the University within the context of each student. The policies are in the student handbook and are quite clear. Both the Honor Code and the Student Conduct Code (http://www.westga.edu/handbook/60.php) prohibit academic dishonesty, defined as:

“All forms of academic dishonesty including cheating, fabrication, plagiarism, and facilitating or allowing academic dishonesty in any academic exercise. Cheating means using or attempting to use unauthorized materials, information or study aids. Fabrication means falsification or unauthorized invention of any information or citation. Plagiarism means representing the words or ideas of another as one’s own. Direct quotations must be indicated and ideas of another must be appropriately acknowledged.”

Faculty are strongly encouraged to include a statement on the syllabus reminding students that academic dishonesty is not acceptable. For example, UWG’s College of Education requires that the following statement be included in syllabi: “Students are expected to adhere to the highest standards of academic honesty. Plagiarism occurs when a student uses or purchases ghost-written papers. It also occurs when a student utilizes the ideas of or information obtained from another person without giving credit to the person. If plagiarism or another act of academic dishonesty occurs, it will be dealt with in accordance with the academic misconduct policy as stated in the Student Handbook, and Graduate Catalog.”

Here are the faculty guidelines for academic dishonesty:

- Faculty can help decrease academic dishonesty by educating students about plagiarism and its consequences. There has been some speculation that the current "web generation" of students, who are able to "cut and paste" with such ease, and who use many websites where original sources are not cited, may not have a clear understanding of issues related to intellectual property. If you require students to write papers for class, consider having a class discussion about plagiarism, with a particular focus on appropriate and inappropriate use of information from the web.
- If a student commits academic dishonesty in your class, you may treat this as a grade issue (for example, assigning the student a 0 or an F on an assignment or for the semester). If so, you should inform the Vice President for Academic Affairs office, as outlined in the Honor Code (http://www.westga.edu/handbook/60.php). A student may appeal a grade as outlined in Appendix E of the Student Handbook (http://www.westga.edu/handbook/1576.php).
- You may also treat academic dishonesty as a campus discipline issue. If so, send an e-mail report documenting the situation in as much detail as possible to Trish Causey, tcausey@westga.edu, Director of Judicial Affairs. A member of Ms. Causey's staff will then follow the student disciplinary process (http://www.westga.edu/vpsa/index_4691.php). Because the student is guaranteed certain due process rights, this process may not happen as quickly as you would like; however, we will conduct the process as quickly as we can.
FACULTY: PROFESSORS AND SPECIALTY

The professors in the Department of Psychology are very dedicated. They try to be available to meet with students. However, it is very important to schedule an appointment to meet with a specific professor. Their office hours are usually posted outside the psychology department main office and sometimes outside the professor’s office (keep in mind that availability and office hours may be limited during the summer). Feel free to contact a professor by e-mail to schedule an appointment. Our professors have an open door policy, and are willing to answer any questions or address any concerns you might have. You might find that certain professor’s interests match your academic or future career goals. You are encouraged to contact those professors individually for advisement. You will need to complete a professor advisement form that you can obtain from Ms. Victoria Yang (see instructions on advisement).

Christopher Aanstoos (Ph.D., Duquesne University) is a former president of the APA Division of Humanistic Psychology, and former editor of the journal *The Humanistic Psychologist*. His interests include: the phenomenology of consciousness, human development and potentiality, and the historical and philosophical foundations of psychology.

Jeannette Diaz-Laplante (Ph.D., University of California, Riverside). Her interests include: psychology and globalization, the psychology of poverty, sustainable community development, poverty eradication in least developed countries, the intersection of psychology and social justice.

James Dillon (Ph.D., Clark University). His background is in cognitive development, philosophy, religious studies, literature, and aesthetics. His interests include the development of human symbolic capacities, psychological responses to myth, symbol and literature; children’s artwork; adult symbolism under special conditions; the effectiveness of various teaching techniques.

Eric Dodson (Ph.D., Duquesne University). Areas of interest include: exploring the psychology of teaching from a phenomenological standpoint, rethinking the meaning of academic intellectuality, exploring the psychological significance of living in a postmodern, technological world, and a psychology of related phenomena.

Tobin Hart (Ph.D., University of Massachusetts, Amherst). Interests involve spirituality, psychotherapy, and education. His work considers those ways of knowing that could be described as contemplative, intuitive, creative, or empathic. He values an integrative psychology and interdisciplinary inquiry that asks questions about wisdom, love, and knowledge; spiritual life of children and educational renewal.

Daniel A. Helminiak (Ph.D., University of Texas) builds on the western philosophical tradition and especially Lonergan’s analysis of human consciousness or spirit to elaborate the psychology of spirituality or transpersonal psychology. He holds Ph.D.’s in human development and systematic theology. His latest books are *Meditation without Myth* and *Sex and the Sacred*.

Neill Korobov (Ph.D., Clark University) is Co-Director of the Ph.D. program. His interests focus on conversational practices and implications of patterns in people’s talk for the study of identity, rationality, and ideology, particularly with respect to gender. His research focuses on how identities emerge, change, and develop through social interaction; critical discourse analysis and masculinity studies.

Mark Kunkel (Ph.D., University of Tennessee) has present teaching and research experience in the fundamentals of psychology as they apply to psychotherapy and assessment. He is a Licensed Psychologist and maintains a limited private practice.
Tuğçe Kurtiş (PhD, University of Kansas) is a social psychologist who is interested in using psychological theory, pedagogy, and practice as resources for global social justice. Drawing upon diverse theoretical and methodological traditions in cultural, critical, feminist, and liberation psychologies, her research focuses on sociocultural and discursive constructions of self and identity which she examines through joint processes of disclosure and silence. One line of work investigates gender and health implications of voice and silence within close relationships. Another line of work investigates voice and silence at the collective level (e.g. what nations disclose or silence about their collective past) to highlight the bidirectional relationship between social representations of history and national identity.

Kareen Ror Malone (Ph.D., University of Dallas) is the Co-Director of the Ph.D. Program. Her interests pertain to philosophy of science, gender studies, race relations, and Lacanian psychoanalysis. She is active in various professional organizations in theoretical and psychology and psychoanalysis. She has trained in Groupe Interdisciplinaire Freudien de Recherche et d’Intervention Clinique et Culturelle and an analyst at Apres Coup.

Lisa Osbeck (Ph.D., Georgetown University) focuses on historical and philosophical approaches to psychological studies. She studies relations between epistemology and methodology as they interface with accounts of human cognition and the philosophy of science. She is a fellow and associate of the Center for Philosophy of Science, University of Pittsburgh, and a research Consultant for the Georgia Institute of Technology.

Krystal Perkins (Ph.D., City University of New York) has research interests in various aspects of group identities and intergroup relations using different methodologies. Her main research areas consider: (1) the ways in which members of devalued groups manage and respond to discrimination and devaluation and the larger implications of social justice and (2) the negotiation of social identities in the increasingly multicultural context of the United States due to international migration.

Alan Pope (Ph.D., Duquesne University) has a background in existential-phenomenological psychology and is interested in models of personal transformation. Areas of active research include Buddhist Psychology, midlife bereavement, and cross-cultural studies.

Donadrian L. Rice (Ph.D., Saybrook Graduate School) is the Chair of the Psychology Department. He has worked as an assistant to Dr. Stanley Krippner at the William C. Menninger Dream Laboratory, taught at Auburn University, and interned in London at the Philadelphia Institute, with the late R.D Laing. Interests include the psychology of the mind and body, dreams, martial arts, bio-feedback/ neurofeedback, and psychotherapy.

John L. Roberts (PhD, University of West Georgia) focuses on theoretical and philosophical approaches to psychology and psychotherapy, histories of subjectivity, and psychoanalysis. He also holds an MA in English Literature from University of Alabama at Birmingham, and JD from Cumberland School of Law.

Larry Schor (Ph.D., Auburn University). His primary interest is deepening the understanding of human suffering and healing, particularly in relation to existential mytho-poetic, and artistic forms of therapy. He is an American Red cross mental health volunteer and was named Georgia Counselor of the year in 2004.

Christine Simmonds-Moore (Ph.D., Leicester University, UK). Research interests include the psychology of the anomalous, transpersonal and paranormal experiences; the psychology of believing and disbelieving in paranormal phenomena; mental health and anomalous experiences; sleep and sleep-related states; dreams and synesthesia.
**Kathy Skott-Myhre** (PsyD, St. Thomas University) is a postmodern feminist scholar-practitioner whose interests include: theories and practices related to counseling and rethinking feminine subjectivity. She has extensive experience working with children and youth who have experienced learning challenges, substance abuse, family conflict, disordered eating, sexual trauma and issues of sexual identity.

To review a full-profile for Psychology faculty, please go to the website: [http://www.westga.edu/psydept/index_8212.php](http://www.westga.edu/psydept/index_8212.php)

**ADMINISTRATIVE STAFF**

Our office staff is exceptionally helpful and able to provide most of the information you might need to navigate in this Department. They are also particularly helpful in directing you to the right places throughout campus.

**Ms. Victoria Yang:** Department Psychology Office Manager & Graduate Coordinator  
(678) 839-6510, vyang@westga.edu  
**Main Office:** (678) 839-6510

**HOUSING**

**In Carrollton:**
- Close to Campus (walking distance; please Google for more information):
  - Chateau Apartments, Governor’s Court Apartments, Maple Ridge Apartments, Georgia Place
  
  Places are also advertised through the Ph.D. list-serv (word of mouth is probably the best way to find good local housing).

- Close to campus, but mostly undergraduates (strange rules regarding rooming situation):
  - University Lofts, Campus Quad, Campus Walk

- Further out, but still in Carrollton (you may be able to bike from these apartments):
  - South Park Apartments, Beulah Park Apartments, WoodGlen Apartments

**In Atlanta:**
- Apartment Finder Booklets are located at businesses like Publix
- Apartment Finder.com: [www.apartmentfinder.com/Georgia/Atlanta](http://www.apartmentfinder.com/Georgia/Atlanta)

Also, you may want to check with a realtor familiar with the area. A number of faculty live in Atlanta and can offer some possibilities as well as Masters students and other Ph.D. students.

**FREQUENTLY ASKED QUESTIONS**

*If you have a question and answer that you would like to be considered for this list please email the PhD Program Student Assistant at: psydoc@westga.edu.*

**Q:** When can I Register?  
**A:** See the Schedule of Classes and key dates listing on the UWG registrar’s website: [http://www.westga.edu/registrar/](http://www.westga.edu/registrar/)

**Q:** I have a hold and can't register; what do I need to do to clear the hold?
A. Please see the department or office that put the hold on your account. Examples of common holds include Parking Fines (see Parking Services), Advising Holds (see Advisor), Financial holds (see Bursar's Office), etc. If you are unsure about where to go for your hold, contact the Registrar's Office to find out where to go to have this cleared.

Q: Can I drop a class after Drop/Add?
A: A course can only be "dropped" during the official drop/add period at the beginning of each semester. The drop/add period is the one to three day window available to edit a schedule prior to becoming official. The word “drop” is synonymous with “delete.” It means the course will be removed from the student records and payment for the course will be refunded. If a student “withdraws” from a course after drop/add, there will be no refund. Dropped courses are removed from the student's class schedule and will not appear on transcripts. After the initial drop/add period has passed, students must officially "withdraw" from a class by the withdrawal deadline. Unlike dropped courses, withdrawn courses remain on your class schedule and will appear on your transcript with a letter grade of "W."

Q: How do I withdraw from a course or all of my courses?
A: You can Drop/Add a course online by going to Student Services under Banweb, then to Registration and then to the Add/Drop/Withdraw option. However, if a student has a hold and wishes to drop or add a course, the student must address the hold(s) with the appropriate department before changes are allowed.

Q. When is the Withdrawal deadline?
A. Refer to the Important Dates section of the registrar’s web page or the online Scoop for a listing of withdrawal dates.

Q: Can I “drop (delete)” courses at any time during the semester?
A: After the drop/add period has ended, a student who wishes to un-enroll from a course will “withdraw” (see Questions about Drop/Add above). A course can only be deleted after the designated drop/add period if the student has registered for the course as the result of an error for which the university is at fault. The student and instructor of the course must submit a letter of petition explaining the error to the Graduate School. The letter must be co-signed by the student’s major professor and graduate coordinator before a decision can be made.

Q: My schedule was dropped for non-payment. How do I add all my classes back?
A: You must pick up add forms for each course that was dropped for non-payment. You must add all the classes back that were dropped. There will be a $75 re-instatement fee. You pick up the add cards in your departmental graduate coordinator’s office and get signatures from the instructor, department head, and graduate dean of each course. The form must then be carried to the Graduate School for a signature by a representative of the dean. Then the student carries the form to the Bursar’s Office to make payment and to the Registrar’s Office to have the schedule reinstated.

Q: If I have questions about registration or financial aid, who do I contact?
A: Try enrollment services for basic questions: http://www.westga.edu/esc/
Email: enroll@westga.edu      Phone number: 678-839-6421
For questions about financial aid that cannot be answered via enrollment services, please contact: Jessica Wiggins (jwiggins@westga.edu)

Q: Who do I contact in the College of Social Sciences regarding graduate issues?
A: Patricia Wells (pwells@westga.edu)

Q: How do I request a transcript on-line?
A: You can order a transcript through your MyUWG account by clicking on your Banweb tab. You can go to Banweb Transcript Request page for more information and instructions.

Q: Can I pick up my transcript?
A: Yes, you may pick up the transcript in 5 business days or the same day if you are requesting expedited service for $10.00 per transcript.

Q: What is the cost of a transcript?
A: A standard service transcript is free if it is ordered in person, on MyUWG, or Banweb. Rush transcripts are $10.00 per copy.

Q: Can I get a transcript today and take it with me now?
A: Yes, it will cost $10 per transcript and must be requested in person. We accept cash (exact amount) or check only.

Q: Can someone request or pick up a transcript for me?
A: Yes, but a letter of permission with your signature must be presented, as well as a Photo I.D. of the person picking it up.

Q: Can my transcript be faxed?
A: No. Due to confidential nature of transcripts, faxing is not permitted.

Q: How long will it take to process my transcript order?
A: A transcript will be processed in 5 business days in the order in which they are received. Process time may be longer at times of the year when we have a high volume of requests, such as end of term, holidays or registration.

Q: Can I send a transcript by mail for an expedited copy?
A: Same Day or Rush service requests must be completed in person at the Enrollment Services Center.

Q: If I have holds on my account can I get a transcript?
A: Some holds prevent a transcript from being issued. You may view any pending holds on your account on BanWeb. If a hold is preventing you from receiving your transcript, please see the department or office that put the hold on your account. Examples of common holds include Parking Fines (see Parking Services), Advising Holds (see Advisor), Financial holds (see Bursar's Office), etc. If you are unsure about where to go for your hold, contact the Registrar's Office to find out where to go to have this cleared.

Q: How many transcripts may I request at one time?
A: Five

Q: How do I change my address?
A: You may contact the Registrar's office to request a change in your address or you can make this change through BanWeb.
CHECKLIST FOR PH.D. STUDENTS IN PSYCHOLOGY

1. Earn 60 credits in approved doctoral level courses.

   These requirements are in accordance with prevailing standards for psychology doctoral programs. At least 48 credits must be attained from the Psychology Department. The remaining 12 may, upon approval, be comprised of coursework from outside of the Psychology Department but within the University of West Georgia; 9 of these 12 hours can be transferred in from outside of the University, pending approval. Hours counted towards the completion of another degree will not transfer. At least 40 credits must consist of courses numbered 8000 or above. The remainder may include courses numbered 7000 or above. All required course credits are 4 hours with the exception of PYSC 9002 (which is 2 hours).

2. Earn credit for the following required courses named below. Other 8000 level courses require permission of instructor if required doctoral courses have not been completed.

3. Required 60 hours do not include dissertation hours.

4. No more than 9 credits of Independent Study (8581) can count towards the 60 required hours.

Core Courses

- PSYC 8000  Consciousness and Experience
- PSYC 8001  Culture & Subjectivity
- PSYC 8002  Studies in Mind/Body

Foundations

*Take one of the following:*

- PSYC 7004 Historical Foundations of Psychology
- PSYC 8007 Critical Foundations of Psychology
- PSYC 8008 Humanistic Foundations of Psychology
- PSYC 8009 Transpersonal Foundations of Psychology

Research Methods

- PSYC 8005  Human Science Methodologies

Other

- PSYC 9002  Doctoral Qualifying Seminar (2 hrs)
- PSYC 9087  Teaching Practicum (only required for GTAs)
- Fulfillment of quant/stats requirement (requires approval by Doctoral Director and Chair)
Electives:
Electives may also be taken outside of the psychology department. Transfer credits, up to 9 hours, may be applied to program and electives chosen by the student, pending conditions of approval noted above.

Electives List:

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Semester Taken</th>
<th>Approval by (if needed)</th>
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**Psychology Electives:**

**At the 8000 Level:**

____  PSYC 8006 -- Advanced Human Science Methodologies 4 credit hours
____  PSYC 8010 -- Theoretical Foundations of Psychological Inquiry 4 credit hours
____  PSYC 8185 -- Special Topics in Human Development 4 credit hours
____  PSYC 8102 -- Psychospirituality and Transformation 4 credit hours
____  PSYC 8103 -- Science, Technology and Consciousness 4 credit hours
____  PSYC 8260 -- Epistemology and Ethics 4 credit hours
____  PSYC 8270 -- Depth Psychology 4 credit hours
____  PSYC 8280 -- History and Consciousness 4 credit hours
____  PSYC 8290 -- Approaches to Community 4 credit hours
____  PSYC 8300 -- Exploratory Methods in Consciousness Studies 4 credit hours
____  PSYC 8301 -- Program Evaluation 4 credit hours
____  PSYC 8884 -- Psychology Pro-seminar 3 credit hours
____  PSYC 8887 -- Adv. Practicum in Psychology 1 to 3 credit hours
____  PSYC 9999 -- Dissertation (Required, but do not count towards 60) 1 to 9 credit hours

**At the 7000 Level:**

____  PSYC 7003 -- Statistics for the Social Sciences 3 credit hours
____  PSYC 7020 -- Transpersonal Development 3 credit hours
____  PSYC 7030 -- Introduction to Organizational Development 3 credit hours
____  PSYC 7050 -- Consciousness Studies 3 credit hours
____  PSYC 7250 -- Foundations of Psychoanalysis 3 credit hours
____  PSYC 7430 -- Cross-Cultural Communication 3 credit hours
____  PSYC 7470 -- Advanced Organizational Development 3 credit hours
____  PSYC 7490 -- Phenomenology of Social Existence 3 credit hours
____  PSYC 7500 -- Existential Psychology 3 credit hours
____  PSYC 7600 -- Personality and Motivation 3 credit hours
____  PSYC 7650 -- Buddhist Psychology 3 credit hours
____  PSYC 7670 -- Music and the Mind 3 credit hours
____  PSYC 7810 -- Tutorial 1 1 to 4 credit hours
____  PSYC 7820 -- Workshop 1 1 credit hours
PSYC 7830 -- Invited Lectures 1 1 credit hours