

Manning College of Nursing and Health Sciences

EXERCISE AND HEALTH SCIENCES ACCELERATED MASTER OF SCIENCE PROGRAM STUDENT HANDBOOK

2025-2026

FULL APPROVAL STATUS

The Exercise and Health Sciences Graduate program maintains Full Approval Status from Academic Quality Assessment and Development (AQUAD)

The Exercise and Health Sciences Doctoral Program at the University of Massachusetts Boston is accredited by Academic Quality Assessment and Development (AQUAD)

www.umb.edu/academics/cnhs

**The College maintains the right to amend published policies, procedures, and requirements at any time*

**ALL STUDENTS ARE RESPONSIBLE FOR UNDERSTANDING AND COMPLYING WITH ALL
HANDBOOK POLICIES**

Students are expected to refer often to the policies and procedures contained within the current EHS MS Handbook available on the MCNHS website as well as other links provided in the EHS MS Handbook. All students are to provide their signature that they fully understand and agree to comply with all policies and procedures set forth in the Exercise and Health Sciences Graduate Student Handbook before the end of the 1st semester in the program.

***POLICIES ARE SUBJECT TO CHANGE; STUDENTS WILL BE NOTIFIED VIA EMAIL IN A TIMELY
MANNER OF IMPORTANT CHANGES.**

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1. Program Overview

The Accelerated Master's Degree Program offers advanced study in exercise and health sciences. The accelerated degree would provide an opportunity for EHS undergraduates to earn both a BS and MS typically within five years. The Accelerated MS degree in EHS would include one option, practicum, and two possible concentrations, Applied Exercise Physiology (AEP) and Physical Activity and Health Promotion (PAHP). A wide choice of electives and faculty research areas complement the core courses' tight focus on research methods, health fitness assessment and advanced physical activity, nutrition, and health. Electives include areas such as public health, clinical and exercise physiology, exercise metabolism, and designing health promotion interventions. Faculty research focuses on areas such as exercise physiology, the epidemiology of physical activity and its determinants, physical activity for persons with disabilities and across the lifespan, behavioral strategies for improving health, and obesity treatment and prevention.

The program is designed to typically be completed as part of a 5-year BS to MS program and usually begins in the 4th year of the student's undergraduate studies. All graduate courses will be taken during years 4-5 and will coincide with some undergraduate courses.

The requirements for the degree include the completion of 141 credits (108 undergraduate and 33 graduate level credits or their equivalents) minimum. Students who are accepted into the program are required to earn 120 undergraduate credits, which is consistent with UMass Boston's undergraduate requirements. Depending on the concentration, a total of 33 graduate credits will be earned by the 10th semester and final semester of the accelerated degree. Total credits earned for the Accelerated Master's will be 141. Students may still complete the bachelor's degree using graduate-level courses as general electives (up to 12 credits) toward the 120-credit minimum, then proceed to the master's degree on an accelerated track. The tables provide progression for both transfer and non-transfer students. Students who decide to drop out of the accelerated degree during their junior or senior year can still earn 120 credits and graduate with a BS, because the completed graduate classes will count towards their undergraduate degree.

1.1 Core learning outcomes for accelerated master's students are:

- Demonstrate advanced knowledge in Exercise Physiology and/or Physical Activity and Health.
- Apply statistical and research skills to identify, synthesize and critically evaluate scientific literature in the field of Exercise Physiology and/or Physical Activity and Health.
- Design and manage physical fitness assessment or exercise prescription and interventions for promoting exercise, physical activity and health in different populations.
- Translate knowledge acquired in classroom to actual practice (e.g., research labs, clinical settings).
- Synthesize and disseminate scientific findings through capstone projects.

- Demonstrate leadership to promote physical activity and improve health in diverse populations.

This program is focused on acquiring the experiential skills necessary to prepare students for entry into the health field (e.g., exercise physiologist, worksite wellness director, etc.). The practicum provides students with an opportunity to strengthen their scientific knowledge and practical skills in the workplace and prepare students for future entry into the health field. This option culminates with a practicum in the student's area of interest at the end of their 4th semester.

2. Program Faculty and Staff

2.1 Faculty

Visit [Exercise and Health Sciences Department Faculty - UMass Boston \(umb.edu\)](https://umb.edu/exercise-and-health-sciences-department/faculty) for an updated faculty list.

Tracy Baynard, PhD	Tracy.Baynard@umb.edu
Dana Commesso, EdD	Dana.Commesso@umb.edu
Rachel Drew, PhD	Rachel.Drew@umb.edu
Azizah Jor'Dan, PhD	Azizah.jordan@umb.edu
Melissa Linden, PhD	Melissa.linden@umb.edu
Laurie Milliken, PhD	Laurie.Milliken@umb.edu
Carlos Salas, MS	Carlos.Salas@umb.edu
Heidi Stanish, PhD	Heidi.Stanish@umb.edu
Richard Viskochil, PhD	Richard.Viskochil@umb.edu
Julie Wright, PhD	Julie.Wright@umb.edu
Huimin Yan, PhD	Huimin.Yan@umb.edu
Tongjian You, PhD	Tongjian.You@umb.edu
Nan Zeng, PhD	Nan.Zeng@umb.edu
Kai Zou, PhD	Kai.Zou@umb.edu

2.2 Leadership

- **Dana Commesso**, EdD: *Department Chair*
Dana.Commesso@umb.edu
- **Kai Zou**, PhD: *Graduate Program Director*
Kai.zou@umb.edu

2.3 Staff

-  **Chanel Fields:** *Graduate Program Coordinator*
Chanel.fields@umb.edu
- **Danielle Foley:** *Academic Advisor*
Danielle.foley1@umb.edu
- **Luceta Small:** *Academic Advisor*
Luceta.small@umb.edu

3. Applying

Students are encouraged to speak with their Advisor or Program Assistant if they are interested in applying to the EHS Accelerated MS program, and to learn more about the application process. Students must meet the minimum eligibility requirements to apply. Students are eligible to apply if:

- Must be enrolled as an undergraduate EHS student
- Have a GPA of 3.2 or higher
- Must have between 64-80 credits completed
- Must have completed all of their General Education and specific EHS core courses
- 100 and 200-level EHS courses and all writing requirements
- Contact chanel.fields@umb.edu for questions and more information.

4. Faculty Advisor

The first semester of study is a critical time for Accelerated Master's students to determine which concentration of study they will pursue and which faculty mentor/advisor they will choose to help them complete the program. Students are encouraged to be proactive in making this all- important choice by meeting with the Graduate Program Director, the Program Assistant and individual faculty to determine which faculty may be the best "fit" to guide the student. The process is completed when the student has met with a faculty member, discussed her/his area of interest and secured the commitment of the faculty member to guide the student. This should be done by the end of the student's first semester of study. The faculty advisor will help the student narrow the area of focus, advise the student on relevant coursework for their elective credits, and mentor the student in their selected option.

Once the faculty member and student have agreed to work together, it is important that they continue to communicate as the student moves through the program. The frequency of this communication will vary and will depend upon the student's need for mentoring. At the very least by the beginning of the third semester, the student and faculty need to determine (based upon the option of study) the topic of the student's practicum.

5. Curriculum and Course Requirements

Our program is designed to be completed in two years of full-time study. Students are required to complete a total of 33 graduate credits, with options based on their chosen track. Course requirements

differ based on whether students are pursuing AEP or PAHP concentration. All students are also expected to take two graduate-level elective courses along with a practicum(non-thesis). All accelerated MS students are on the Non-Thesis option. Each accelerated MS student will need to complete 3 concentration courses from the list above, and 2 EHS electives (600 level).

Table 1. Master of Science (MS) in Exercise and Health Sciences (EHS) Curriculum

Concentration	AEP	PAHP
Required Courses (Core)	<ul style="list-style-type: none"> • EHS 630 (3): Advanced Health Fitness and Nutrition Assessment • NU 760 (3): Biostatistics I • EHS 685 (3): Advanced Exercise Physiology 	
Credits	9 Credits	
Required Courses for Each Option (Thesis or non-Thesis)	EHS 680 (3)	EHS 610 (3)
	EHS 682 (3)	EHS 655 (3)
	EHS 610 (3)	EHS 620 (3)
	EHS 650 (3)	EHS 650 (3)
	EHS 731 (3)	EHS 656 (3)
	EHS 740 (3)	EHS 670 (3)
	EHS 783 (3)	EHS 710 (3)
	EHS 784 (3)	EHS 745 (3)
	EHS 786 (3)	EHS 772 (3)
	EHS 787 (3)	EHS 775 (3)
Credits	9 Credits	
Required Courses for Each Concentration	EHS 635 (3)	EHS 635 (3)
	EHS 698 (6)	EHS 698 (6)
Credits	9 Credits	
Electives	EHS Elective (3)	EHS Elective (3)
	EHS Elective (3)	EHS Elective (3)
Credits	6 Credits	
Total Credits	33	33

*May be substituted with an approved UMass Boston graduate course.

5.1 Core Courses – 9 Credits

The following core courses are required for completion of the EHS MS Program:

EHS 685 – Advanced Exercise Physiology (3 credits)

EHS 630 – Biostatistics II: Advanced Statistical Methods in Healthcare Research (3 credits)

NU 760 – Biostatistics I (3 credits)

5.2 Required Courses for non-thesis option- 9 Credits

EHS 635 – Project and Program Management in Health Promotion (3 credits)

EHS 698– Practicum (6 credits)

5.3 Concentration Courses – 9 Credits

In addition to the core courses, students must complete a minimum of 9 credits of concentration courses. Students may select any three courses from the approved list (Appendix C) based on their chosen concentration:

- Applied Exercise Physiology (AEP)
- Physical Activity and Health Promotion (PAHP)

Table 2: Concentration Courses

Concentration	AEP	PAHP
Courses for Each Concentration (Must select three from the list)	EHS 680 (3) EHS 682 (3) EHS 610 (3) EHS 650 (3) EHS 731 (3) EHS 740 (3) EHS 783 (3) EHS 784 (3) EHS 786 (3) EHS 787 (3)	EHS 610 (3) EHS 655 (3) EHS 620 (3) EHS 650 (3) EHS 656 (3) EHS 670 (3) EHS 710 (3) EHS 745 (3) EHS 772 (3) EHS 775 (3)

5.4 Elective Courses (6 credits for non-thesis option):

Electives should enhance the student's competency in their concentration area to complete the requirement.

5.5 MS Non-Thesis Option Coursework

All non-thesis students are required to complete a 200-hour practicum. The Practicum Option aims to enable the student to accomplish some or all the following objectives:

- Integrate and strengthen technical knowledge and quantitative skills developed in master's degree courses (leadership, communication, program/project management).
- Gain firsthand experience within a professional network in a physical activity and health promotion, health care or research setting.
- Communicate effectively both orally and in writing.
- Develop management and leadership competencies in areas such as supervision, team development, communication, and program/project management responsibilities.
- Translate research skills into development, management and evaluation of public health projects/programs.

Table 3: Sample of course plan

Semester 1	Semester 2
UG Course	UG Course
UG Course	UG Course
UG Course	UG Course
Graduate Course 1-Concentration course or elective *3 cr	Graduate Course 2- EHS 635(Core)*3 cr
Semester 3	Semester 4
UG Course	UG Internship-EHS 490
UG Course	UG Course
Graduate Course 3- EHS 630(Core) *3 cr	
Graduate Course 4- EHS 685(Core) *3 cr	
Graduate Course 5- Concentration course or elective *3 cr	
Semester 5	Semester 6
Graduate Course 6- NU 760(Core) *3 cr	Graduate Course 9-Concentration course or elective *3 cr
Graduate Course 7- Concentration course or elective *3 cr	Graduate Course 10- EHS Practicum *6 cr
Graduate Course 8-Concentration course or elective *3 cr	

6. The MS Non-Thesis Option

6.1 Overview of the MS Non-Thesis Option

The purpose of the graduate practicum is to provide students with capstone experience in the fields of exercise and health sciences. This experiential course, which can be field- or laboratory- based, and located on site at UMass Boston or off-campus, provides an opportunity for students to apply relevant clinical, communication and management skills. In close consultation with the course instructor and major advisor, the student is placed in an EHS Department-approved site to complete a minimum of 200 hours of experience.

The student who elects this option wishes to strengthen their scientific knowledge and management/leadership skills in the workplace. This option provides students with an opportunity to acquire and apply the experiential skills necessary to prepare students

for entry into the health field (e.g. exercise physiologist, work site wellness director). The EHS MS Practicum Option is designed for students who are interested in careers that include, but are not limited to:

- Project leadership and management, such as in grant-funded research or in clinical or practice settings, such as worksite wellness programs or public health departments.
- Fitness and wellness management, exercise physiology.

- Public or private sector positions in exercise science/physiology, or other health promotion and disease prevention programs implemented in clinical or health management settings.

The practicum is designed to support students' translation of knowledge acquired in EHS courses to hands-on, skilled based practice. One of the main objectives is to complete a work product such as, but not limited to, participation in the development and/or implementation of a site-based evaluation, or development and presentation of evidence-based training materials.

Students taking the Practicum Option must present their capstone experience at an event open to the university. This presentation should clearly demonstrate the student's proficiency and includes real examples of some of the following: written communication, oral presentations, work plans, budgets, intervention/exercise/curriculum/program plans, and/or evaluations of an intervention/curriculum/program.

In addition to the core courses, this option includes EHS 698 Practicum (3 credits), and six elective credits, three which must be taken within the EHS department. Table 6 lists elective courses for the MS program for students in the project option. Once the student makes that selection, a practicum placement will be coordinated (EHS 698) by the student, the GPA and the Clinical and Internship Placement Office (CIPO). This option entails the completion of a minimum of 100 hours of hands-on experience at an approved practicum site. The practicum will culminate with a capstone presentation of the student's experience at an event open to the university (this may include Research Day or another college event).

6.2 Practicum Standards

The purpose of the graduate practicum is to provide students with capstone experience in the fields of exercise and health sciences. This experiential course, which can be field- or laboratory-based, and located on site at UMass Boston or off-campus, provides an opportunity for students to apply relevant clinical, communication, and management skills. The practicum is designed to support students' translation of knowledge acquired in prior EHS courses to actual skill-based practice. In close consultation with the course instructor and Practicum Director, the student is placed in an EHS Department-approved site to complete a minimum of 200 hours of experience.

The student also attends a synchronous class meeting once per month. The synchronous meetings will be in-person and provide a forum for students to reflect on and assess their practicum learning experiences with their course instructor and peers. The in-person meetings will be combined with the undergraduate internship course. Graduate students will be expected to lead small group discussions with undergraduate students. Class meetings will extend beyond the student's skill practicum experience to include on-going evaluation or re-evaluation of career goals, mentorship and developing leadership skills.

Students will work as a team member in the sponsoring organization under the supervision of the course instructor and site preceptor for a minimum of 200 hours during Semester. Students will meet regularly with their major advisor to discuss progress with their projects.

The practicum application and placement process begin the semester prior to their final practicum semester. It is important that students pay attention to the timeline to ensure that they are on track to start their Practicum. The Practicum Director will support the students with the placement process. Students may pick from a list of existing partner sites or may find their own site. All background check, clinical, and agreement paperwork deadlines need to be met and will need to be completed prior to the semester beginning.

6.1 Final Oral Presentation

In the oral poster presentation, coordinated by the student's and the course instructor, the student will present the rationale for, relevance of, and outcomes of the practicum, and respond to relevant questions regarding the design, implementation, and evaluation of their practicum. The poster will be printed at Quinn Graphics through the Department of Graduate Studies. This presentation will take place during the EHS Department's Student Professional Day.

6.2 Clinical Clearance Requirements

The Clinical and Internship Placement Office (CIPO) supports the College of Nursing and Health Sciences with compliance for clinical groups, internships, preceptorships, and practica. In order to maintain partner compliance per our affiliation agreements, the CIPO staff regularly communicates with various outside constituents, such as health care partners and their legal counsel, Office of General Counsel, Board of Health, Center for Disease Control, Massachusetts Centralized Clinical Placement System, and others.

All clinical clearances must be done through Complio Clinical Clearance. Chief activities include:

- CORI & National Background Checks
- Health Requirements: Immunization, Health Insurance, CPR Certification
- FERPA Releases
- Affiliation Agreements

Students are fully responsible to follow timeline (Table 5), complete and submit clinical clearance documents correctly and on time. Incomplete packets will not be accepted. Students who fail to submit Clinical Clearance documentation on time will be administratively withdrawn from clinical EHS courses. Following initial clearance, it is the students' responsibility to remain in compliance with clinical requirements. EHS students are also responsible for all costs related to required immunizations, tests, certifications, insurance, illness, and/or hospitalization.

6.3 Non-thesis Option Timeline

Completing Internship in the Fall Semester

Month	Action(s)
January	<ul style="list-style-type: none"> • Attend optional info session • Rolling application
February	<ul style="list-style-type: none"> • Attend optional info session • Final application deadline
March	<ul style="list-style-type: none"> • Complete mandatory orientation • Attend 1-on-1 meeting with EHS Team
April-June	<ul style="list-style-type: none"> • Inquire and interview
July	<ul style="list-style-type: none"> • Submit clinical clearance paperwork (if required) • Submit placement for site
September-December	<ul style="list-style-type: none"> • Internship

Completing Internship in the Spring Semester

Month	Action(s)
August	<ul style="list-style-type: none"> • Attend optional info session
September	<ul style="list-style-type: none"> • Attend optional info session • Rolling application • Complete mandatory orientation
October	<ul style="list-style-type: none"> • Final application deadline • Complete mandatory orientation • Attend 1-on-1 meeting with EHS Team
November	<ul style="list-style-type: none"> • Inquire and interview
December	<ul style="list-style-type: none"> • Submit clinical clearance paperwork (if required) • Submit placement for site
January-May	<ul style="list-style-type: none"> • Internship

7. Policies and Procedures

Academic Honesty and Conduct

It is the express policy of the university that every aspect of graduate academic life, related in whatever fashion to the university, shall be conducted in an absolutely and uncompromisingly honest manner by graduate students. For complete information on university policy in this area, see Code of Student Conduct.

Graduate Grading Policy

For graduate students, the university has used a system of letter grades that are equivalent to numerical “quality points,” according to the following table:

Table 10: Non-thesis Option Timeline

Letter Grade	Quality Point Equivalent
A	4.00
A-	3.70
B+	3.30
B	3.00
B-	2.70
C+	2.30
C	2.00
F	0.00

The quality points for each grade are multiplied by the number of credits for the course, and the totals for all courses are added; this result is the student’s cumulative quality point figure. The cumulative quality point figure is divided by the number of cumulative credit hours carried; this result is the student’s cumulative quality point average. Graduate students may also be given grades of “NA” (Not Attending), “Inc” (Incomplete), “Y” (In Progress), “SAT” (Satisfactory), “AUD” (Audit). Explanations of these grades appear below.

The lowest passing grade for a graduate student is a “C.” Grades lower than “C” which are submitted by faculty will automatically be recorded as “F.” This graduate grading policy also applies to graduate students enrolled in undergraduate courses.

The instructor of a class has full responsibility for grading and is the best judge of student performance; there may, however, be instances in which a graduate student believes that a grade has been assigned unfairly. In such cases, the student should discuss the grade with the instructor. If they are unable to resolve the issue between them, the student should make a written request to the graduate program director asking for a formal meeting among the three parties to explain, discuss, and/or reconsider the grade. Although the graduate program director serves as mediator in this meeting, the faculty member remains the final authority for any grading decision.

Grades for Practicum (698) and Capstone Credits

The required number of practicum, thesis, dissertation, and capstone credits varies by program. While in progress, these credits will be graded Y (in progress) for thesis and dissertation credits and, at the discretion of the program, for practicum and capstone credits. Normal tuition rates will apply. Upon satisfactory completion of these projects, these credits will be converted to SAT (satisfactory).

Not Attending (NA)

The Not Attending (NA) grade signifies that, although a student registered for a course and appeared on the class roster, the student never attended the class. The NA grade is not a substitute for dropping or withdrawing from a course. A student is still responsible for all tuition and fee charges for courses designated NA on their record. The NA grade has no effect on the student's cumulative grade point average.

The NA grade designation may be replaced on a student's record by a "W" (withdrawal), provided that the student submits a withdrawal form to the Office of the Registrar before the withdrawal deadline.

Incomplete (INC)

The grade incomplete (INC) is reported only where a portion of the assigned or required class work, or the final examination, has not been completed because of serious illness, extreme personal circumstances, or scholarly reasons at the request of the instructor. If your record is such that you would fail the course regardless of your missing work, you will fail. Permission of the instructor must be obtained and the Incomplete Grade Contract must be completed. If you are receiving the grade of incomplete (INC), you are allowed up to one year in which to complete the course. The new grade must be submitted to the Registrar by the grading deadline for that semester depending on the grading deadline set by faculty member. The grade for any course not completed by this deadline will be converted to the grade of 'IF'.

Academic Average for Graduate Degrees and Certificates

A student must maintain a cumulative average of at least 3.0 during their studies. The computation of the grade point average will include all graduate and upper-level undergraduate courses (taken as a matriculated student) that are eligible to count toward the student's graduate degree or certificate program. Grades for any courses taken at UMass Boston as a non-matriculated student but later transferred into the program are also included in the calculation of the GPA; grades for courses transferred into the program from other institutions are not calculated into the GPA. Graduate students with a cumulative GPA lower than 3.0 will not be eligible to graduate until they raise their GPA to a 3.0.

Satisfactory or Reasonable Progress, Academic Probation, and Academic Dismissal

A student must make satisfactory or reasonable progress toward completion of a degree program within the university's policy on time limits for that degree. A student who is not making satisfactory or reasonable progress is subject to probation and dismissal upon the recommendation of the graduate program director to the Dean of Graduate Studies.

Graduate probation and dismissal decisions are based on the criteria stated below. Individual graduate programs may establish more stringent quality standards, which are stated in the program section of the Graduate Catalog and enforced for all students in that particular program.

1. Graduate students whose cumulative grade point average falls below 3.0 will automatically be placed on academic probation and are not considered to be in good standing academically. Both the student and their graduate program director will be notified of this probationary status.
2. A student who in any two semesters, consecutive or otherwise, has semester grade point averages of below 2.8 is subject to academic dismissal for failure to make satisfactory progress, upon recommendation by the program director to the Dean of Graduate Studies.
3. Any graduate student who has accumulated four (4) or more INC or IF grades will be considered not to be making satisfactory progress toward the degree, will be placed on probation, and will normally be barred from registering for additional classes until the INC/IF grades are cleared.
4. Students may also be placed on probation for failure to meet program requirements upon the request of the graduate program director.

While on academic probation, a student shall be ineligible to hold office in any recognized student organization or recognized professional association or to represent the university in any sense on or off campus. Students on probation will normally not be allowed to hold a graduate assistantship. Students will be removed from academic probation either when their cumulative grade point average meets or exceeds 3.0 or upon approval of a formal request by the relevant graduate program director to the Dean of Graduate Studies.

A student who has been placed on academic probation in any two semesters, consecutive or otherwise, will automatically be dismissed from the program and the University. The dismissal decisions will be initiated by the Office of Graduate Studies, in collaboration with the Registrar's Office, after reviewing transcripts of graduate students who, based on approved program criteria, are subject to dismissal. The Office of Graduate Studies will then refer cases for dismissal to the appropriate Graduate Program Director for review and recommendations. A recommendation for dismissal can be waived by the Graduate Program Director upon request to the Dean of Graduate Studies. A request for a waiver should include the basis for the recommendation and the terms for successful continuation in the program. Final dismissal decisions will be made by and communicated to the affected graduate student, the Graduate Program Director, and the Office of the Registrar by the Dean of Graduate Studies.

Graduate students may appeal dismissal decisions in writing to the relevant Graduate Program Director. Program directors in consultation with their dean who support reinstatement for the student will forward a written recommendation, stipulating the terms for successful continuation in the program, to the Dean of Graduate Studies who makes a final determination as to whether to rescind the dismissal. In addition, the Dean of Graduate Studies may add further stipulations to the reinstatement. All students for whom the dismissal is rescinded automatically remain on academic probation. Failure to meet any terms identified within the probationary letter will result in automatic dismissal without recourse to appeal.

Statute of Limitations Policy

Achievement of a master's or doctoral degree or a certificate of advanced graduate study signifies mastery of one's chosen discipline. Rather than being merely a collection of courses, a graduate degree requires intense commitment to scholarship and practice within a specific period of time. Such focus and coherence are lost if the degree is not completed within a reasonable time period. Therefore, each program requires that students complete their course of study within designated time limits.

Each program has established its own time limit, approved by faculty governance. A student who fails to complete a program within that established time limit is subject to dismissal. Specific information about time limits is available from each program office.

In exceptional cases, an extension of the time limit may be granted by the Dean of Graduate Studies. In such cases, the student must submit a request to the graduate program director with a letter of explanation accompanied by a detailed schedule for completion. A letter from the student's graduate program director concurring with the request must be submitted to the Dean of Graduate Studies with the student's request.

Continuous Registration

Each degree-seeking graduate student must maintain continuous registration until the degree sought by the student has been formally awarded. If in any semester, for any reason, the student does not register for course, thesis, or dissertation credits, they may maintain continuous registration by paying a program fee. For further information, see under "Program Fee" in the "Tuition and Fees" section of this publication.

Leave of Absence Policy

A student who has been accepted into a graduate program is expected to remain in continuous enrollment until graduation, either full-time or part-time. However, if circumstances arise that cause an interruption in graduate study, a student may apply for a leave of absence (LOA). Leaves of absence are generally granted only in cases of substantiated illness or disability of the student or family member, military service, or one semester maternity or paternity leave. A student should document the basis for the leave.* A leave of absence must be approved by the graduate program director and the Dean of Graduate Studies using the form available [here](#).

- Leaves of absence are granted in yearly increments, and students may not be granted more than three years total LOA.
- Time spent on leave approved by OGS does not count toward the Statute of Limitations (SOL). The "SOL clock" is stopped for the period of the leave.
- Students on LOA will not be covered by the health insurance plan until they return to registration
- Students on LOA do not pay the program fee while on leave and a leave of absence does not make a student eligible for student loan deferments.

* If a student is providing medical information on another person as the basis for a medical leave of absence, the student must have the permission of that person to release the information.

Registration Procedures

Both newly accepted and currently enrolled students must begin the course registration process by conferring with their graduate program coordinator and assigned faculty advisor. New student registration is scheduled by each individual graduate program. Currently enrolled degree-seeking (matriculated) students register, using WISER, during the advanced registration periods beginning in April (for the fall semester) and November (for the spring semester). An “add/drop” period, usually five days in length, is provided at the beginning of each semester for students wishing to make changes in their schedules. All changes must be approved by graduate program director and program coordinator.

Full-Time and Part-Time Status

For most purposes, full-time graduate study is defined as nine or more credits, part-time as eight or fewer credits, and half-time as six credits. Doctoral candidates engaged in dissertation research may be considered full-time students for some purposes regardless of the number of dissertation credits for which they register, provided their graduate program director certifies that they are working full time on dissertation research. Students seeking financial aid should be certain to obtain detailed information about full-time and part-time status requirements from the Office of Financial Aid Services.

Maximum Credit Load

A graduate student may register for up to 12 credits during the fall and spring semesters. Any student who wishes to register for more than the maximum credit load must secure written permission from the graduate program director and program coordinator.

Retaking Courses

A student may repeat any course, provided the student has not taken and passed a more advanced course for which it is a prerequisite. The course may be repeated regardless of the grade received, but there may be only one such repetition per course. If a student repeats a course, both grades will appear on the student’s transcript, but only the second grade will be computed in the student’s cumulative average. Students must get approval from the program director and program coordinator.

Adding or Dropping Courses

During the “add/drop period”—usually five days at the beginning of each semester—a student may add, drop, or change courses without penalty; that is, no entry will be made on the student’s permanent record. No courses may be added after this period. Please note: a student enrolled in only one course and wishing to drop that course must either pay the program fee to remain active in the program or withdraw from the program. Students must notify the program coordinator before making any course adjustments.

Withdrawing from Courses

After the add/drop period, a student may withdraw from a course by completing a course withdrawal form before the withdrawal deadline noted for each term in the academic calendar. Withdrawal forms are available from the Graduate Registrar and must be submitted to that office by the published deadline. A grade of W will appear on the student’s transcript for a course the student has withdrawn from. Students are to get approval from the graduate program director and program coordinator.

Withdrawing from the University

The effective date of withdrawal from the university is that on which all forms are completed, signed, and returned to the One Stop Student Service Center. The last day students may withdraw is the last day of classes of the semester. Students withdrawing receive a W for each course in which they are enrolled. Failure to complete a withdrawal form will result in the recording of the grade of F (failure) for all courses at the end of the term. To withdraw from the university, a student must do the following:

1. Consult with the graduate program director and coordinator.
2. Receive clearance from any university office in which financial charges have been incurred.

Refunds and Reductions

Students receive a full tuition refund for each course dropped during the add/drop period. No refunds are given for course withdrawals after the add/drop period. Students withdrawing from the university may receive partial refunds depending on when the withdrawal takes place. For complete information, please reach out to the graduate program coordinator.

Readmission

Graduate degree candidates must maintain continuous registration, either by enrolling for course, thesis, capstone or dissertation credits; or by paying a program fee. Any student who has failed to maintain continuous registration and who wishes to resume their pursuit of the degree must apply for readmission, and will be subject to the policies and requirements in effect at the time of readmission. The applicant must complete a readmission application form and pay readmission and all back program fees before the application will be considered. Before the applicant can be readmitted, the application must be approved by the appropriate program director and the Dean of Graduate Studies. The deadline for readmission applications is one month before the beginning of the semester for which application is being made.

Readmitted students must meet the program requirements that pertain at the time of their readmission. Courses older than seven years at the time of readmission cannot be used toward the degree, except with the prior written permission of the graduate program director at the time of readmission. In addition, it is within the program director's discretion to disallow any previously taken courses from counting toward the readmitted student's degree program.

Any student wishing readmission should contact their Graduate Program Director and the Graduate Registrar for further information. Eligibility for readmission is limited to students who were in good standing at the time of their withdrawal and who are still in compliance with the statute of limitations policy governing the completion of the degree.

More Information:

<https://catalog.umb.edu/content.php?catoid=49&navoid=7876>

Graduate Assistantships

The University offers a limited number of graduate assistantships in teaching or research to qualified students. Applicants for admission to graduate programs and currently enrolled students should consider applying. These graduate assistantships, which range from 0.5 to 1.0 FTE require weekly service in the areas of teaching, research or administrative support. In return, the University pays a stipend and provides a tuition waiver and a waiver of a certain percentage of the fees. Students may obtain more information about assistantships by contacting the Graduate Program Director. General information about assistantships is also available from the Office of Graduate Studies.

8. Degree Requirements

Foreign Language Requirements

Each academic program may establish foreign language requirements for its own advanced-degree candidates. The program determines both the number of foreign languages and the level of competence required. A foreign language is defined for this requirement as a language other than the candidate's native tongue, in which there is a significant body of literature relevant to their academic discipline. The term "foreign language" does not include computer languages.

Master's Degree Requirements

Please consult individual program descriptions for complete requirements.

For programs that include a master's thesis, it shall be the responsibility of the thesis committee to approve the thesis project, to supervise its execution, and to arrange for the final examination of the student, including public notice. This final examination, which will be at least partly oral, will be conducted by the thesis committee and will be primarily concerned with, but not necessarily limited to, the candidate's thesis. This examination shall be scheduled when all thesis committee members agree that the thesis is sufficiently complete to undergo defense; approval of the thesis, passing the defense, and/or recommending the degree, however, are not implied by scheduling this examination. Most programs require the student to deliver a public lecture on their research, usually on the day the final oral examination takes place. The final oral examination itself is attended by the candidate, the committee, and any invited guests. Only the committee members may vote. If all committee members cast positive votes, the student shall be deemed to have passed the final oral examination. If there is one negative vote, the degree will be held up pending satisfactory resolution by the student of the objections of the dissenting member of the committee; final program approval is represented by the signature of the graduate program director. If two or more members cast negative votes, the candidate will be informed that they have failed the examination.

Graduation Requirements and Procedures

Graduate students must consult the individual program descriptions in the [Graduate Student Bulletin for complete information regarding graduation requirements.](#)

In general, graduate students are eligible for graduation if they complete the following:

- The required number of credits as designated in their program of study and all thesis or practicum requirements as designated in their program of study.
- Have a cumulative GPA of 3.0 in all required UMass Boston courses excluding electives.

- In order for a student to graduate, an application must be completed by following the [procedures outlined by the Office of the Registrar](#).
- The [format requirements for master's thesis and doctoral dissertations](#) are published in a booklet available.

More Information:

https://catalog.umb.edu/content.php?catoid=49&navoid=7876#Applying_for_Graduation

9. Appendices

Appendix A: Quick Links**Frequently asked questions**

<https://www.umb.edu/registrar/registration/frequently-asked-questions/>

Graduate Students Resources

<https://www.umb.edu/admissions/graduate-students/graduate-students-assistantships/graduate-student-resources/>

Graduate Students Assistantships

<https://www.umb.edu/admissions/graduate-students/graduate-students-assistantships/>

Academic calendar

<https://www.umb.edu/registrar/academic-calendar/>

Graduation Policies

<https://www.umb.edu/registrar/graduation/>

Graduate Student Forms

<https://www.umb.edu/registrar/forms/graduate/>

Office of the Bursar

<https://www.umb.edu/bursar/>

Appendix B. EHS Graduate Courses

- *EHS 610 Exercise and Aging
 - *EHS 620 Pediatric Exercise
 - *EHS 625 Quantitative Research Methods
 - EHS 630 Advanced Health Fitness and Nutrition Assessment
 - *EHS 635 Project and Program Management in Health Promotion
 - *EHS 650 Obesity and Weight Management
 - EHS 655 Advanced Physical Activity and Health
 - *EHS 656 Advanced Nutrition and Health
 - *EHS 670 Designing Exercise and Health Promotion Interventions
 - *EHS 680 Clinical Exercise Physiology
 - *EHS 682 Exercise Metabolism
 - EHS 685 Applied Exercise Physiology
 - EHS 690 Proposal Development
 - *EHS 696 Independent Study
 - *EHS 697 Special Topics
 - EHS 698 Practicum
 - EHS 699 Thesis
 - *EHS 710 Physical Activity Intervention, Chronic Disease and Disability in Aging (3)
 - *EHS 731 Body Composition Assessment (3)
 - *EHS 740 Human Motor Control and Movement Dysfunction (3)
 - *EHS 745 Theoretical Foundations of Health Behavior (3)
 - *EHS 772 Cardiovascular Disease Epidemiology and Prevention (3)
 - *EHS 775 Statistical Methods for Epidemiology (3)
 - *EHS 783 Neuromuscular Aspects of Exercise in Obesity and Cancer (3)
 - *EHS 784 Cardiovascular Aspects of Exercise in Clinical Populations (3)
 - *EHS 786 Exercise Endocrinology and Metabolic Disorders (3)
 - *EHS 787 Neurovascular Exercise Physiology in Health and Cardiovascular-Related Disease
 - *EHS 790 Professional Skills & Grant Writing for Exercise Science (3)
- * Courses can be taken as an elective if not taken as a concentration course.**

Appendix C. Master of Science (MS) in Exercise and Health Sciences (EHS) Curriculum

Option	Thesis		Non-thesis	
Concentration	AEP	PAHP	AEP	PAHP
Required Courses (Core Courses)	EHS 630 (3): Advanced Health Fitness and Nutrition Assessment NU 760 (3): Biostatistics I EHS 685 (3): Advanced Exercise Physiology			
Credits	Thesis (9 Credits)		Non-Thesis (9 Credits)	
Courses for Each Concentration (Must select three from the list)	EHS 680 (3) EHS 682 (3) EHS 610 (3) EHS 650 (3) EHS 731 (3) EHS 740 (3) EHS 783 (3) EHS 784 (3) EHS 786 (3) EHS 787 (3)	EHS 610 (3) EHS 655 (3) EHS 620 (3) EHS 650 (3) EHS 656 (3) EHS 670 (3) EHS 710 (3) EHS 745 (3) EHS 772 (3) EHS 775 (3)	EHS 680 (3) EHS 682 (3) EHS 610 (3) EHS 650 (3) EHS 731 (3) EHS 740 (3) EHS 783 (3) EHS 784 (3) EHS 786 (3) EHS 787 (3)	EHS 610 (3) EHS 655 (3) EHS 620 (3) EHS 650 (3) EHS 656 (3) EHS 670 (3) EHS 710 (3) EHS 745 (3) EHS 772 (3) EHS 775 (3)
Credits	9 Credits		9 Credits	
Required Courses for Each Option (Thesis or non-Thesis)	EHS 625 (3) EHS 690 (3) EHS 699 (6)	EHS 625 (3) EHS 690 (3) EHS 699 (6)	EHS 635 (3) EHS 698 (6)	EHS 635 (3) EHS 698 (6)
Credits	12 Credits		9 Credits	
Electives	*EHS Elective (3)		*EHS Elective (3) *EHS Elective (3)	*EHS Elective (3) *EHS Elective (3)
Credits	3 Credits		6 Credits	
Total Credits	33	33	33	33