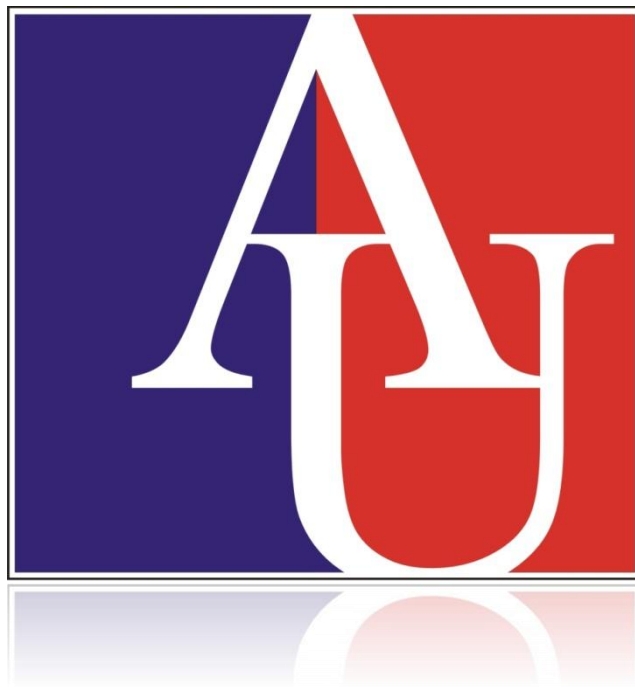


# DEPARTMENT OF PSYCHOLOGY

## GRADUATE STUDENT HANDBOOK

2011-2012



American University

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## **Introduction: Graduate Programs In Psychology**

The Psychology Department of American University offers doctoral and masters degrees:

- a. M.A. Program with three different tracks
  1. General Psychology
  2. Personality/Social Psychology
  3. Biological/Experimental Psychology
- b. Ph.D.
  1. Ph.D., Clinical Psychology
  2. Ph.D., Behavior, Cognition and Neuroscience (BCAN)

If you are accepted into any of our graduate programs, you are not only accepted into our academic program but also into our community. In all our programs, we encourage an atmosphere in which faculty and students provide support, communication, and stimulation.

Before arrival at school, each graduate student will be assigned to an advisor. Advisor and student should work together to develop an individual program of study. The student has the option of changing advisors at any time, provided the student receives a commitment from another faculty member who is willing to advise her or him.

Graduate students have to consult their advisor before registering for classes. Your advisor has to authorize your registration. However, it is your responsibility to verify that you fulfill all the requirements of the program. Some of the needed information is program-specific, and it is detailed in separate sections for M.A. students, Clinical Ph.D. students, and Behavior, Cognition & Neuroscience (BCAN) Ph.D. students. There is also a general section at the end covering material that cuts across programs, such as the committee structure of the department, rules for testing out of courses, a list of faculty, grievance regulations, and so on. This handbook is revised annually by the chair of the Graduate Curriculum Committee (GCC), and suggestions for improving its clarity and user-friendliness are always welcome.

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### **Which Handbook Applies to me?**

Graduate students should follow the requirements in the most recent handbook published prior to their entrance into the program. Copies will always be on file with the Departmental administrative assistant for you to check. It is your responsibility to keep up to date.

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## Graduate Programs Information

### *M.A. Program Information*

#### Requirements

11 courses (33 credits) and one written General Comprehensive exam are required in the M.A. program.

9 Courses	27 credits
2 Research Courses	6 credits

A “pass” on one written General Comprehensive examination

There are two options in the M.A. program: Thesis and Non-Thesis Options

The non-thesis option is available only in the General Track (see course requirements below). Those who choose the thesis option must also take Masters Thesis Seminar and Masters Thesis Research. Directed Research can be a pilot for the Masters Thesis research, but cannot be the same project as the Masters Thesis research. More information about the master’s thesis can be found in the General Information section at the end this handbook.

Students in the M.A. program must take one statistics course. This course must be STAT-514 or higher and a grade of C or better must be earned.

Aside from the requirements listed above, MA program course requirements differ by track, as follows:

#### *Specific Requirements per track*

#### General Psychology

-Two courses from the following:

PSYC-505	Advanced Personality Psychology
PSYC-514	Industrial/Organizational Psychology
PSYC-533	Cognitive Behavior Therapy
PSYC-540	Advanced Social Psychology
PSYC-545	Psychology of Sex Similarities and Differences
PSYC-551	Psychopathology
PSYC-560	Advanced Child Psychology
PSYC-597	Topics in Psychology for example Forensic Psychology

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PSYC-630 Psychotherapy: Theory, Research, and Practice

PSYC-633 Psychological Assessment I

PSYC-670 Behavioral Medicine

-Two courses from the following:

PSYC-501 Physiological Psychology

PSYC-513 Neuropharmacology: The Biochemistry of Behavior

PSYC-518 Advanced Human Neuropsychology

PSYC-530 Conditioning and Learning

PSYC-575 Advanced Memory and Cognition

PSYC-597 Topics in Psychology for example Evolution of evolution

Any one graduate seminar in experimental psychology or neuroscience

-One graduate statistics course

STAT-514 or higher

-Other courses depending on the option

Non-Thesis option

-6 credit hours from the following:

PSYC-550 Psychological Research

PSYC-698 Directed Research

-12 credit hours of graduate elective courses

Thesis option

-9 credit hours from the following:

PSYC-550 Psychological Research (3 credits)

PSYC-796 Master's Thesis Seminar

PSYC-797 Master's Thesis Research

-9 credit hours of graduate elective courses

(For either option, at least 6 credit hours of the elective courses have to be from the psychology department. The remaining 6 credits may come from a Psychology-related area outside of the department but must receive approval from the student's advisor indicating relevance to the MA degree.)

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All course work (unless specified differently) for thesis and non-thesis options must be completed with grades of B or better.

- One Written General Comprehensive examination passed.

Personality/ Social Psychology

- Four courses from the following:

- PSYC-505    Advanced Personality Psychology
- PSYC-514    Industrial/Organizational Psychology
- PSYC-533    Cognitive Behavior Therapy
- PSYC-540    Advanced Social Psychology
- PSYC-545    Psychology of Sex Similarities and Differences
- PSYC-551    Psychopathology
- PSYC-560    Advanced Child Psychology
- PSYC-597    Topics in Psychology for example Forensic Psychology
- PSYC-630    Psychotherapy: Theory, Research, and Practice
- PSYC-633    Psychological Assessment I
- PSYC-670    Behavioral Medicine

Any one graduate seminar in clinical, personality, or social psychology

- Two courses from the following:

- PSYC-501    Physiological Psychology
- PSYC-513    Neuropharmacology: The Biochemistry of Behavior
- PSYC-518    Advanced Human Neuropsychology
- PSYC-530    Conditioning and Learning
- PSYC-575    Advanced Memory and Cognition
- PSYC-597    Topics in Psychology for example Evolution of Evolution
- PSYC-618    Principles of Neuropsychological Assessment

Any one graduate seminar in experimental psychology or neuroscience

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- One graduate statistics course

STAT-514 or higher

- PSYC-550 Psychological Research (with a grade of B- or better)

- 6 credit hours from the following

PSYC-796 Master's Thesis Seminar

PSYC-797 Master's Thesis Research

- One graduate elective course

All course work must be completed with grades of B or better (unless specified differently).

- A "pass" on one written General Comprehensive examination

Experimental/Biological Psychology

- Four courses from the following:

PSYC-501 Physiological Psychology

PSYC-513 Psychopharmacology

PSYC-518 Advanced Human Neuropsychology

PSYC-530 Conditioning and Learning

PSYC-575 Advanced Memory and Cognition

PSYC-597 Advanced Topics courses such as Evolution of Evolution

PSYC-618 Principles of Neuropsychological Assessment

PSYC-690 Independent Study Project in a recognized area of experimental/biological psychology

Graduate seminar in behavioral neuroscience

- Two courses from the following:

PSYC-505 Advanced Personality Psychology

PSYC-514 Industrial/Organizational Psychology

PSYC-533 Cognitive Behavior Therapy

PSYC-540 Advanced Social Psychology

PSYC-545 Psychology of Sex Similarities and Differences

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- PSYC-551 Psychopathology
- PSYC-560 Advanced Child Psychology
- PSYC-597 Advanced Topics courses for example Forensic Psychology
- PSYC-630 Psychotherapy: Theory, Research, and Practice
- PSYC-633 Psychological Assessment I
- PSYC-670 Behavioral Medicine

Graduate seminar in clinical, personality, or social psychology

- One graduate statistics course

STAT-514 or higher

-PSYC-550 Psychological Research (with a grade of B- or better)

-6 credit hours from the following

- PSYC-796 Master's Thesis Seminar
- PSYC-797 Master's Thesis Research

-One graduate elective course

All course work must be completed with grades of B or better (unless specified differently).

- A "pass" on one written General Comprehensive examination

### Other considerations

#### 1) Transferring Credits for Courses Taken Elsewhere Prior to AU Enrollment

Masters students may transfer credits for up to 3 courses from other schools and up to 4 courses if taken at American University, but no more than 6 courses total if combining both. In either situation, transfer credits must be approved by the Graduate Curriculum Committee and supported by the student's academic advisor or by the director of the masters program.

#### 2) Taking Courses Elsewhere While Enrolled at AU

While enrolled at AU, Masters students can take advantage of the Consortium of Universities of the Washington Metropolitan Area. This Consortium includes Catholic University, Corcoran College of Art+ Design, Gallaudet University, George Mason University, The George Washington University, Georgetown University, Howard University, Marymount University, National Defense Intelligence College, National Defense University, Trinity Washington University, University of the District of Columbia, and University of Maryland (for more information go to <http://www.consortium.org/consortium/index.cfm>). Students

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may take a maximum of 6 credits outside the department. This limit and the permission process described next refer to courses taken in other departments at American University or through the Consortium. They do not refer to courses transferred in from other universities prior to beginning graduate work or to statistics courses taken in the AU Department of Mathematics and Statistics. Permissions needed by Masters students to take courses elsewhere vary by type of course, as follows:

- a. any student who wishes to take a statistics course elsewhere must have the permission of the Departmental Statistician, Scott Parker.
  - b. for elective courses, students must have the permission of the advisor and of the instructor (if any) of the same course at American.
  - c. for required (not elective) courses, students must have approval from the GCC
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## Ph.D. Program Information

### *Clinical Program*

The Clinical program is accredited by the American Psychological Association Committee on Accreditation (CoA) and has been accredited since 1972. The APA web page indicates that “As a student: Accreditation provides assurance that the program in which you are enrolled or are considering enrolling is engaged in continuous review and improvement of its quality, that it meets nationally endorsed standards in the profession, and that it is accountable for achieving what it sets out to do.” CoA is part of the Office of Program Consultation and Accreditation (OPCA). For more details, the OPCA contact information is as follows:

Office of Program Consultation and Accreditation  
750 First Street, NE • Washington, DC • 20002-4242  
Phone: 202-336-5979 • TDD/TTY: 20 2-336-6123  
Fax: 202-336-5978  
Email [apaaccred@apa.org](mailto:apaaccred@apa.org)  
Website: [apa.org/ed/accreditation](http://apa.org/ed/accreditation)

Students are required to complete 72 credits, 4 comprehensive exams (described below), a full year externship, a pre-doctoral full-year internship, 2 tools, the ethics requirement, a Master’s Thesis, and a Doctoral Dissertation.

### Course Work

The 72 credits are distributed as follows:

#### A) Research, History, Psychopathology, Psychotherapy (21 credits)

PSYC-502	History and Systems of Psychology
PSYC-550	Psychological Research
PSYC-551	Psychopathology: Theory and Research
PSYC-630	Psychotherapy: Theory, Research, and Practice
PSYC-797	Master’s Thesis Research (3 credits)
PSYC-799	Doctoral Dissertation Research (6 credits minimum)

#### B) Therapy Practica (18 credits)

A 3-year sequence of therapy practica, in the following order starting the first year:

PSYC-680 and PSYC-681 Experiential Psychotherapy Practicum I and II

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PSYC-791 and PSYC-792 Psychodynamic Psychotherapy Practicum I & II

PSYC-710 and PSYC-711 Cognitive-Behavior Therapy Practicum I & II

C) Clinical assessment classes in the following sequence (6-9 credits):

PSYC-633 Psychological Assessment I (required, taken first)

PSYC-652 Assessment of Intellectual Function and Personality (required, taken second)

After 633 and 652 are completed, students must take at least one of the following testing courses. None of the courses is a prerequisite for any of the others although each class might have its own prerequisites.

PSYC-618 Principles of Neuropsychological Assessment

PSYC-654 Advanced Assessment: Integrative Battery.

Clinical students who complete a three day intensive Rorschach workshop organized and administered by the clinical program will not have to complete a third assessment course. Alternatively, students may meet this requirement by taking a course or intensive workshop outside of the department with the pre-approval of the student's advisor and the Director of Clinical Training.

D) Consultation and Supervision (1 credit)

PSYC-715 Consultation and Supervision (1 credit)

E) Two graduate statistics courses (6 credits):

STAT-515 Regression

STAT-516 Design of Experiments

STAT-517 Special Topics in Statistical Methodology

STAT-519 Nonparametric Statistics

STAT-520 Applied Multivariate Analysis

STAT-521 Analysis of Categorical Data

STAT-522 Time-Series Analysis

STAT-524 Data Analysis

Other courses may be substituted if approved by Scott Parker, the departmental statistician. For any of the stat classes to count as a requirement, a grade of B- or better is required. The two class requirement represents a minimum. Statistics courses 500 to 514 can be taken as

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electives. These courses, while they may not be used to fulfill the statistics requirement, may be used to fulfill the overall credit hour requirement.

F) Distribution Courses (12 credits)

- One course in Biological Bases of Behavior from the following:

PSYC-501 Physiological Psychology

PSYC-513 Neuropharmacology: The Biochemistry of Behavior

PSYC-518 Advanced Human Neuropsychology

- One course in Cognitive-Affective Bases of Behavior from the following:

PSYC-522 Stress, Coping, and Emotion

PSYC-575 Advanced Memory and Cognition

- One course in Social Bases of Behavior from the following:

PSYC-521 Ethnic and Minority Issues

PSYC-540 Advanced Social Psychology

- One course in Individual Bases of Behavior

PSYC-505 Advanced Personality Psychology

PSYC-560 Advanced Developmental Psychology

G) Externship and Internship courses (1 credit per semester; 4 total credits)

PSYC-690 Independent Study/Externship

PSYC-691 Independent Study - Internship

H) Free Electives (1-4 credits)

First year "Celebration of Research" MA Proposal Presentation

Clinical students, at the end of their first year, in May, must present to clinical faculty and students, their MA research proposal and any further progress made on the MA thesis.

Comprehensives

Clinical students must pass four comprehensives: a written assessment research analysis comprehensive, an oral specialty assessment comprehensive, an ethics comprehensive, and one project comprehensive.

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### 1) Written Research Analysis Assessment Comprehensive

The Research Analysis Assessment Comprehensive involves students writing the comprehensive at the end of their second semester in the program on a day designated by the Clinical Advisory Committee. This comprehensive involves students critically analyzing a research article. The choice of articles to be reviewed and analyzed each year would come from the content areas of Psychopathology and Psychotherapy.

### 2) Specialty Comprehensive

The format for the required specialty comprehensive exam for clinical doctoral students will be modeled on the colloquia presented by faculty job candidates as follows: The student will prepare a presentation of approximately 45 minutes, demonstrating advanced, specialized competence in clinical practice and knowledge of the relevant empirical work associated with the case presentation. This presentation will include a detailed description of at least one case. A committee of two faculty members, one of whom must be full-time (not on reduced load) in the department, will conduct a 2 hour oral exam, starting with the student's 45-min presentation and proceeding with additional questions. A written product (e.g., detailed outline of the presentation, psychotherapy report, testing report, and other supporting materials, or data etc.) must be made available to the committee at the time of the oral. The presentation might also include an audio or videotape of a therapy session, as well as slides or transparencies. It should be noted that if audio or video material were used during the presentation, the presenter would need to obtain a signed release from the client. Also, the discussion and analysis of the case (s) and the approach taken to it must demonstrate a comprehensive grounding in the empirical literature.

### 3) Ethics Comprehensive

The reading list for the Ethics Comprehensive is available in the department office and on the Department website. Changes in the reading list take effect six months after they are made.

- a. The examination will be given two times a year—during Spring semester and during the Summer.
- b. Questions will be designed from the reading list.

All copies of sources on the Ethics readings list should be housed in the Psychology office. The ethics exam will consist of seven questions, two from research (Section I) and five from clinical practice (Section 2). Students must answer one question from section one and four from section two. Questions will be graded pass-fail by a single faculty member for each question. The student must have passes on all questions in order to pass the exam. A pass is defined as C or better.

In addition to counting as a comprehensive, the *Ethics Comprehensive* satisfies the “Ethics” requirement for the clinical Ph.D. Students can also satisfy the “Ethics” requirement by taking a course in Ethics at another APA accredited clinical program and receiving a B or better grade. The syllabus for the course must be approved by the GCC. Please note that the

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course option fulfills the “Ethics” requirement, but does not count as one of the comprehensive exams. If students choose to take an Ethics course instead of the *Ethics Comprehensive*, they must pass an additional written comprehensive (to be determined in consultation with the Clinical Director and Adviser).

#### 4) Project Comprehensive

There are many ways to fulfill the last comprehensive requirement. Students will need to reach agreement with two readers on a project of appropriate scope. The purpose is to encourage students to engage in the types of activities required of professional psychologists. Two faculty members will serve as readers. One must be from within the AU psychology department; the second may be from outside the department. The comprehensive will be evaluated as satisfactory (pass) or unsatisfactory (not pass).

Possible formats include:

- Literature review paper (a la *Psychological Bulletin*), not on same topic as thesis or dissertation
- Write-up of an existing data set
- Grant proposal submission
- Cost effectiveness analysis (consult Dr. Yates for specifications)
- Convention symposium or poster presentation or journal article submission (readers must verify that the work was done well and is not overlapping with thesis or dissertation)
- Extensive and comprehensive coverage of a content topic and oral or written exam. Two committee members and the student would develop the reading list; the two selected committee members would examine the student.

#### Externships

In addition to in-house practicum training, students are required to participate in two semesters of externships. For each semester of externship, students must be enrolled in one credit of PSYC-690 Independent Study – Externship. The clinical faculty will not support a student’s application for a full (16 hour/week) externship without a signed MA proposal and the student being in the process of MA data collection.

#### Internship

Clinical Ph.D. students may apply for internships only if 1) thesis orals have been passed, 2) the final copy of the M.A. thesis has been submitted to the library with the signatures of all members on the committee, 3) the dissertation proposal has been signed by three members of the committee supervising the research, and 4) all comprehensive examinations have been

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passed. Students who have not fulfilled all of these requirements may not apply for internships; faculty members will not write letters of recommendation for such students. In addition, clinical students must complete a minimum of 500 hours of direct intervention/assessment clinical experience before applying for internship. Students are also encouraged to review the Council of University Directors of Clinical Psychology “Expectations for Internship Eligibility,” formulated in 2011, and listed on the program website, that describe recommendations for internship application eligibility.

Clinical Ph.D. students are required to serve a one-year internship prior to the completion of the Ph.D. Information regarding the availability of these internships is available from the Director of Clinical Training and various APPIC materials. Each semester of internship, students must be enrolled in one credit of PSYC-691 Internship.

A psychology internship is an organized training program, which, in contrast to supervised experience or on-the-job training, is designed to provide the intern with a planned, programmed sequence of training experiences. The primary focus and purpose is assuring breadth and quality of training.

The internship agency must have a clearly designated doctoral level staff psychologist who is responsible for the integrity and quality of the training program, actively licensed (certified or registered) by the State Board of Examiners in the jurisdiction where the program exists, and present at the training facility for a minimum of 20 hours a week.

The internship agency training staff should consist of at least two full-time equivalent doctoral level psychologists who serve as primary supervisors, who are actively licensed (certified or registered) as psychologists by the Board of Examiners in the jurisdiction where the program exists.

Intern supervision is provided by staff members of the internship agency or by qualified affiliates of that agency who carry clinical responsibility for the cases being supervised. At least 2 hours per week of regularly scheduled individual supervision are provided by one or more doctoral level licensed psychologists (regardless of whether the internship is completed in one year or two). Supervision is provided with the specific intent of dealing with psychological services rendered directly by the intern.

The internship provides training in a range of psychological assessment and intervention activities conducted directly with recipients of psychological services.

At least 25% of the trainee’s time is in face-to-face psychological services to patients/clients.

The internship must provide at least two hours per week in didactic activities such as case conferences, seminars, in service training, or grand rounds. Internship programs have documented due process procedures for interns, which are given to interns at the beginning of the training period.

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The internship experience must be completed in at least one year full time or two years half time. The agency issues a certificate of internship completion, which includes the word “Psychology”, to all interns who have successfully completed the program.

Students are strongly encouraged to serve internships accredited by the American Psychological Association or Canadian Psychological Association.

Please note that students are not allowed to graduate until the internship commitment is officially completed and documented.

### Tools

Clinical students must complete two tools. For detailed information on tools, please see the General Information section at the end of this handbook.

### Master's Thesis

Please see the General information section at the end of this handbook for details of the master's thesis requirement.

### Doctoral Dissertation

Please see the General information section at the end of this handbook for details of the Doctoral Dissertation requirement.

### Degree Completion Information

Before being awarded the doctoral degree, clinical students need to complete *all* program requirements listed above.

Before receiving an MA degree along the way to the Ph.D., clinical students must complete the following requirements for the MA:

33 credits including:

3 credits MA Thesis Research or Seminar

3 credits Psychological Research (PSYC-550)

3 credits Statistics (STAT-515-524)

24 credits graduate electives, approved by the student's advisor

Students must also pass the Written Research Analysis Assessment Comprehensive and complete a MA Thesis.

These requirements are a subset of the requirements for the Clinical Psychology doctorate.

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### Clinical Program Dismissal Criteria

The following is a summary of grounds for dismissal of a student from the Clinical doctoral program:

- a. Following being placed on academic probation due to having a cumulative grade-point average below 3.00, not bringing the cumulative grade-point average above 3.0 by the end of the following semester (University regulation).
- b. Receiving a second C (or lower) grade can result in probation or dismissal (Departmental regulation).
- c. Unfavorable evaluation of progress of graduate student progress by the Clinical Ph.D. program advisory committee, followed by determination by the Graduate Curriculum Committee that the student should be dismissed in light of this evaluation (Departmental regulation).
- d. Not completing degree requirements within the statute of limitations for the degree program (7 years for students entering the clinical program with a Bachelor's degree, 5 years for students entering the clinical program with a Master's degree), and not applying for or not receiving approval for a one-year extension, or exceeding the three possible one-year extensions of the statute of limitations for the degree program (University regulation).
- e. Failing more than two comprehensive examinations, regardless of how many areas have been attempted during the student's tenure as a graduate student at AU, is sufficient grounds for dismissal (Departmental regulation).
- f. Not retaking a required comprehensive examination within two years of taking a previously failed examination (University regulation) .
- g. Failing a thesis oral examination twice (University regulation).
- h. Failing a dissertation oral examination twice (University regulation).

### Other considerations

\*If you plan to be licensed in Massachusetts, you must take Advanced Social Psychology and Ethnic and Minority Issues in Psychology.

#### 1) Transferring in Courses Taken Elsewhere Prior to AU Enrollment

Clinical students may transfer up to 30 credits into the program if the following conditions are met:

- a. Students must petition, in writing, the GCC for consideration of transfer credits. This petition should attach relevant syllabi. All transfer of courses must be approved by the GCC.
  - b. Students' petitions must be approved and countersigned by their advisors.
-

- c. Courses taken at other universities must have a grade of at least B in order to be transferred into the graduate program. B- is not acceptable.
- d. Courses transferred from other schools must not have been taken more than seven years prior to admission.
- e. The following classes cannot be transferred: Independent Study.

It should be noted that students who transfer credits in to the program, to receive a doctoral degree from the program, must complete at least three full time academic years of graduate study (or equivalent) in the program and internship. At least two of three academic training years (or equivalent) must be completed at AU; at least one year must be in full time in residence.

## 2) Taking Courses Elsewhere While Enrolled at AU

Clinical Ph.D. students may take a maximum of 12 credits outside the Department. This limit and the permission process described next refer to courses taken in other departments at American University or through the Consortium. They do not refer to courses transferred in from other universities prior to beginning graduate work or to statistics courses taken in the Department of Mathematics and Statistics.

Permissions required for clinical students to take courses outside the Department while enrolled at AU vary by type of course as follows:

- a. Any student who wishes to take a statistics course elsewhere must have the permission of the Departmental Statistician, Scott Parker.
  - b. For elective courses, students must have the permission of the advisor and of the instructor (if any) of the same course at American.
  - c. For required (not elective) courses, the student must have approval from the GCC.
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### *Behavior, Cognition and Neuroscience (BCAN) Program*

The Behavior, Cognition and Neuroscience Ph.D. program in Psychology provides students interested in applying biological and molecular principles to behavior with a broad-based neuroscience curriculum and specialized research training in the biology of behavior, e.g., drug addiction, cognitive processing and neuropsychology. Program faculty are active scientists with fully equipped laboratories in which students are immediately engaged. Coursework and laboratory training are complemented by scientists in local research institutions that provide interdisciplinary academic training and unique research opportunities. Through classes, research, teaching practica and grantsmanship training, students leave the program capable of teaching and of doing independent and funded research in the behavioral neurosciences.

#### Course Work

24 courses (72 credits), four comprehensive exams, two laboratory rotations, two tools, a Master's Thesis, and a Doctoral Dissertation.

-Six core courses from the following (18 credits):

Each student must take a minimum of six content courses that provide a foundation in the area of behavior, cognition, and neuroscience. Below are the current core courses in our focus areas for students interested in pursuing a traditional regimen in one of these areas. Students wishing to combine two or more of the areas or to formulate their individualized focus area may take any six of these courses in consultation with their advisors. Note that other courses (either at AU or any of the consortium universities such as Georgetown, George Washington, University of Maryland) may be substituted for one or more of these core courses with the approval of the academic advisor.

PSYC-501	Physiological Psychology
PSYC-513	Neuropharmacology: The Biochemistry of Behavior
PSYC-518	Advanced Human Neuropsychology
PSYC-530	Conditioning and Learning
PSYC-551	Psychopathology
PSYC-560	Advanced Child Psychology
PSYC-575	Advanced Memory and Cognition
PSYC-618	Principles of Neurophysiological Assessment

Any one graduate seminar in experimental psychology or neuroscience

- Two graduate statistics courses from the following

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STAT-515	Regression
STAT-516	Design of Experiments
STAT-517	Special Topics in Statistical Methodology
STAT-519	Nonparametric Statistics
STAT-520	Applied Multivariate Analysis
STAT-521	Analysis of Categorical Data
STAT-522	Time-Series Analysis
STAT-524	Data Analysis

Other courses may be substituted if approved by Scott Parker, the departmental statistician. For any of the stat classes to count as a requirement a grade of B- or better is required. The two classes requirement represents a minimum. Statistics courses 500 to 514 can be taken as electives. These courses, while they may not be used to fulfill the statistics requirement, may be used to fulfill the overall credit hour requirement.

- Two courses in Specialized Seminars (6 Credits)

Each student must take a minimum of two specialized seminars (PSYC-598, which can be repeated for credit). The topics of the seminars will vary from semester to semester but will focus on issues in behavior, cognition, and neuroscience. Some examples include courses on “Emerging Plagues”, “Neuropsychological Aspects of Psychiatric Disorders”, “Intensity Coding in Sensory and Perceptual Systems”, “Bilingualism”, and “Music Cognition.”

Note that seminars offered in other departments at AU or consortium universities may be substituted with the approval of the academic advisor.

- 24 credits of Laboratory Research

Each student is expected to participate in research every semester, whether he/she receives academic credit for it or not. In addition, a minimum of 24 credits must be earned through such research participation for the degree. Note that credits from Masters Thesis Research, Doctoral Dissertation Research, and laboratory rotations (if done for credit) can be used to fulfill this requirement.

- Four Electives

Each student must take a minimum of four elective courses. These courses can be additional content or laboratory-based courses within the department or from other departments within the University or consortium approved by the academic advisor and head of Behavior, Cognition and Neuroscience program.

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- One course in Master's Thesis Research (PSYC-797)
- Two courses in Doctoral Dissertation Research (PSYC-799)

### Comprehensive Examinations

BCAN students must pass four comprehensive exams: one general written, one specialty and two “others” (one of the latter two must be an oral presentation)

#### 1) General Written Comprehensive Examination

Please see the General Information section at the end of this handbook for details of the scheduling, content, format, and grading of the general written comprehensive exam

#### 2) Specialty Written Comprehensive

Prerequisite: Masters degree and successful completion of Written Comprehensive Exam. The deadline for this exam is at least one semester before the dissertation defense. Suggested time is before the approval of the dissertation proposal.

A student, with the help of her/his advisor, will choose a topic to fully specialize in and form a committee of at least four members (including the advisor), at least two of whom are full time psychology faculty at American University. This committee may or may not later comprise the dissertation committee. A broad-based research and reading list on this topic will be compiled by the student with input from every member of the committee. The student will then be given a personalized written examination on this topic prepared and scored by the committee members. The format of the examination is up to each advisor and the committee members. The advisor may also require an oral examination by the committee. If the student is not successful, he/she will be allowed up to two more attempts. The topic and committee members may remain the same or may change at every attempt.

#### 3) “Other” comprehensive (one of which must be an oral presentation)

There are many ways to fulfill the last comprehensive requirement. You need to reach agreement with the readers on a project of appropriate scope. The purpose is to encourage students to engage in the types of activities required of professional psychologists. Two faculty members will serve as readers. One must be from within the AU psychology department; the second may be from outside the department. The comprehensive will be evaluated as satisfactory (pass) or unsatisfactory (not pass).

Possible formats include:

- Convention, meetings or poster presentation (not with overlapping thesis or dissertation)
  - Journal article submission (not with overlapping thesis or dissertation)
  - Literature review paper (not with overlapping thesis or dissertation)
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- Grant proposal submission

Additional Requirements

1) Laboratory Rotations

In addition to being active in one's primary laboratory, each student must engage in research in a minimum of two other laboratories. These laboratory rotations may be done in any core BCAN faculty's laboratory, other AU laboratories, or any research affiliation approved by the academic advisor (e.g., Armed Forces Radiation Research Institute, Georgetown University, National Institutes of Health, Walter Reed). Students may elect to sign up for research credit (e.g., Directed Research) for participating in these rotations. Note that a contract between the student and the host laboratory director, which specifies the activities and goals of the rotation, is necessary before beginning each rotation.

2) Tools of Research

The idea behind the tool requirement is to acquire proficiency in a new methodology or skill that relates to a particular content area in psychology. This is a separate independent requirement. Students should obtain a faculty member's firm agreement on the tool before beginning it. Entering graduate students who have completed training equivalent for meeting a tool requirement prior to entering may receive credit for one tool provided that the required skill can be demonstrated. At least one of the two required tools must represent a new skill acquired in residence at American University.

Examples of tools (these are illustrative, not exhaustive):

1. Learning a new research skill: 50-75 hours of working in a laboratory in which a particular emphasis is put on an area of research clearly different from that with which the student is already familiar. Such laboratory experience may be gained in or out of the Department.
2. Learning a computer language: Develop a working knowledge of an approved higher-level programming language (e.g., C++, Visual Basic, Java, etc.). The candidate must demonstrate proficiency to the advisor (presentation or a test).
3. Learning an analytical or surgical skill

MA requirements for students in the BCAN program

Along the way to the PH.D., BCAN students must complete the following requirements in order to receive the M.A.

33 credits, including:

3 credits of Masters Thesis Seminar

3 credits of Directed Research or Thesis Research

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3 credits of Statistics (STAT 515 through 524)  
24 credits of graduate electives, which must be approved by the student's advisor

Students must also pass the general written comprehensive examination and complete a Masters Thesis.

Note that if any BCAN student applies for a terminal masters degree and wants to switch over to the non-thesis option, the above no longer applies since an approved (i.e., successfully defended) thesis is part of the requirements in this setting.

Note also that the requirements for the MA are a subset of the requirements for the PhD.

### Other considerations

#### 1) Transferring in Courses Taken Elsewhere Prior to AU Enrollment

BCAN students can transfer up to 10 graduate-level courses (and not more than 30 credits) previously taken at an accredited university, and in which they have received at least a B (B- is not acceptable). In addition, they can transfer up to 4 courses (and not more than 12 credits) taken in non-degree status at American University. No transfer credit is allowed for such courses as the equivalent of Independent Study. All transferred courses must have the advisor's support and be approved in writing by the GCC.

#### 2) Taking Courses Elsewhere while Enrolled at AU

BCAN students have no specific credit limit for courses taken outside the department [e.g., in the Consortium]. Permission is needed, however, to take courses outside the department while enrolled at AU, as follows:

a. Any student who wishes to take a statistics course elsewhere (not at AU in the Department of Math and Statistics nor in the Department of Psychology) must have the permission of the Departmental Statistician, Scott Parker.

b. For any course outside the department, students need the permission of both the advisor and the director of the BCAN program. If these two disagree, the issue will be settled by the BCAN program advisory committee.

c. For a required (not elective) course taken elsewhere, BCAN students need the permission of the GCC.

### Recommended Schedule

We anticipate that progression through the BCAN program will be structured. That is, for any given entering class the students will be completing similar requirements at the same time.

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1. In the **First Year**, it will be expected that the student will satisfy two of the six core course requirements. He/she will take one of their statistics requirements, and develop a Masters Thesis Research proposal.
  2. In the **Second Year**, the student will take two additional core courses, continue with laboratory activities and take a second statistics course and a specialized seminar. At the end of the second year, the student should defend his/her Masters Thesis. Once the student has defended his/her Masters Thesis, he/she must take and pass the general written comprehensive. Passing this allows him/her to begin doctoral research.
  3. In the **Third Year** of the program, the student will finish the remaining two core course requirements, take an elective, continue laboratory activities and develop a Doctoral Dissertation research proposal.
  4. In their **Fourth Year**, the student will finish the remaining elective requirements (9 credits), take an additional research seminar and continue his/her research efforts. We anticipate that by the end of the fourth year all course and laboratory requirements will be completed. The student should be able to defend his/her dissertation at this time (or within the following year).
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## General Information for all Graduate Students

### *Faculty of the Psychology Department and Their Interests*

#### Full-Time Faculty

ANTHONY H. AHRENS, Associate Professor, Ph.D., Stanford University. Depression, gratitude, mindfulness, fear of emotion

MICHELE CARTER, Associate Professor, Ph.D., Vanderbilt University. Assessment and treatment of adult anxiety disorders; psychotherapy outcome; interpersonal relationships; African-American issues

NOEMI ENCHAUTEGUI-DE-JESUS, Assistant Professor, Ph.D., Job stressors, work-family balance, and coping resources in low-income families and communities; African-American and Latino issues; women and child/youth well-being

BRYAN D. FANTIE, Associate Professor, Ph.D., Dalhousie University. Human neuropsychology, neural mechanisms and correlates of behavior and cognition (emotion, language, memory, attention, etc), brain dysfunction, closed head injury, autism, schizophrenia, dementia, behavioral neurology, diagnosis

MARIA GOMEZ-SERRANO, Senior Professorial Lecturer, Ph.D., American University. Neuroscience, basic physiology, immunoreactivity, epigenetic factors in drug abuse, maternal behavior in drug use and abuse

JAMES J. GRAY, Professor, Ph.D., Fordham University. ABPP in Clinical Psychology. Behavior therapy; psychotherapy; training of behavior therapists; abnormal psychology; psychology of religion

KATHLEEN C. GUNTHER, Assistant Professor, Ph.D., University of Delaware. Stress and coping, depression, cognitive therapy, anxiety, experience sampling methodology

DAVID A. F. HAAGA, Professor, Ph.D., USC. Cognitive assessment, cognitive therapy, rational emotive behavior therapy, cigarette smoking, depression

LAURA JULIANO, Assistant Professor, Ph.D., State University of New York at Binghamton. Smoking, caffeine, drug expectancies, placebo effects, anxiety

DAVID KEARNS, Associate Professor, Ph.D. American University. Learning. Conditioned inhibition. Stimulus control. Drug self-administration

GISHAWN MANCE, Assistant Professor, Ph.D. DePaul University. Prevention; depression; African American youth; mental health disparities; stress and coping

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BARRY W. McCARTHY, Professor (Full-Time, reduced load). Ph.D., Southern Illinois University. ABPP in Clinical Psychology. Behavior therapy and behavioral groups; training and utilization of paraprofessionals; sex therapy and human sexual behavior; crisis intervention

SCOTT PARKER, Professor. Ph.D., Columbia University. Psychophysics, scaling, and measurement; perceptual and judgmental processes; sensation and perception; mathematical and statistical models

ZEHRA PEYNIRCIOGLU, Professor, Ph.D., Rice University. Cognitive Psychology, human memory, inhibition in memory, non-verbal memory

ANTHONY L. RILEY, Professor. Ph.D., University of Washington. Psychopharmacology; drug use and abuse; animal models of addiction; conditioned food aversions

ARTHUR SHAPIRO, Professor, Ph.D. Columbia University. Visual perception and cognitive neuroscience, color, motion, visual camouflage, and low-light-level vision

CATHERINE STOODLEY, Assistant Professor, Ph.D. University of Oxford. The neuroscience of cognitive development, particularly the role of the cerebellum in learning and skill acquisition

ALAN M. SILBERBERG, Professor. Ph.D., University of Pennsylvania. Experimental analysis of behavior; autoshaping; choice behavior; microstructural analysis of rate

JONATHAN TUBMAN, Professor. Ph.D. Pennsylvania State University. Health risk behaviors among adolescents in treatment for substance abuse problems; brief motivational interventions for reducing sexual risk behavior and related risk behaviors

STANLEY J. WEISS, Professor. Ph.D., Ohio State University. Conditioning and learning, stimulus control; avoidance behavior; schedules of reinforcement; motivation

CAROL S. WEISSBROD, Associate Professor, Ph.D., Northwestern University. Clinical-child psychology; gender issues in parenting; sports psychology; gender and competitiveness

BRIAN T. YATES, Professor. Ph.D., Stanford University. Program evaluation; cost-effectiveness and cost-benefit analysis; development and training of self-management; drug abuse treatment; health psychology and behavioral medicine

*Additional Faculty (Emeritus)*

ELLIOT M. MCGINNIES, Professor Emeritus, Ph.D., Harvard University. Functional analysis of social behavior; persuasion and attitude change; selective exposure; cross-cultural research

BURTON M. SLOTNICK, Professor Emeritus, Ph.D., University of Illinois, Urbana. Neuroethology; neuroendocrinology; olfaction

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## *Constitution of the Psychology Department Council*

### *Operating Procedures*

#### *The Departmental Council*

The Departmental Council shall be composed of the following members, having voting rights as specified in this Constitution of the Department of Psychology:

1. The graduate student constituencies (M.A., Ph.D.) shall elect one student representative each. These two individuals shall have a full vote in the Department of Psychology, save for voting on faculty membership for committees.
2. The following individuals shall have a full vote in the Department of Psychology:
  - a) all persons who hold academic rank in the Department of Psychology as Assistant Professor or above and are employed full-time at the University; or
  - b) all persons who hold academic rank in the Department of Psychology as Assistant Professor or above and are employed at least three-quarters time in the Department.
3. The following individuals shall have a full vote in the Department of Psychology:
  - a) all persons who hold academic rank in the Department of Psychology as Instructor who have completed all requirements for the Ph.D. degree and are employed at the University; or
  - b) all persons who hold academic rank in the Department of Psychology as Instructor who have completed all requirements for the Ph.D. degree and are employed at least three-quarters time in the Department.
4. Votes may be granted for a specific time interval to additional persons on an individual basis by a two-thirds vote of the Department.

#### *The Departmental Council Meeting*

Departmental meetings will be conducted by Robert's Rules of Order. The rules in Robert's Rules of Order shall govern the Department in all cases to which they are applicable and in which they are not inconsistent with the by-laws of the Department. A quorum shall be 60% of the Departmental Council eligible to vote, rounded to the nearest whole number. Faculty on leave or sabbatical shall not be considered in the calculation of a quorum. They shall, however, be allowed to vote if present. In order that the Departmental Council may consider important matters prior to a Departmental meeting, every substantive motion which is to be voted on at a meeting must be distributed to the entire Departmental Council in writing at least seven days before a meeting, or must have been brought up at a previous meeting. In the latter case, the minutes of the previous meeting will be made available at least seven days before a meeting in order to serve as written notice of substantive matters to be considered. A two-thirds vote of those present and eligible to vote will be required to suspend this rule.

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Customarily, the Chair will announce the time of a departmental meeting at least seven days in advance of the meeting.

*The Departmental Chair*

The chief executive of the department shall be the departmental Chair. The Chair shall be elected by a majority vote of the Departmental Council taken by secret ballot. The term of office shall be for 3 years. One person may not serve more than two consecutive terms. The election of Chair shall be held in the third year of the Chair's term of office in the month of February, with the new Chair to take office in June.

*Committees*

A. Most of the work of the department will be carried out in committee.

B. Faculty membership on all committees shall be determined by the following procedure. Early in the Fall semester the faculty members of the Departmental Council will, by majority vote, elect faculty members to the following committees. The vote shall be by secret ballot unless all voting members of the faculty who are present choose otherwise. The committee shall elect its Chair by a majority vote of the committee with the exception of the Executive Committee, for which the Chair of the Department will be committee Chair. The following committees shall be standing committees for the department and shall have the functions described below.

C. There are five committees in the department: The Graduate Curriculum Committee, the undergraduate curriculum committee, the executive committee, and the library committee. There are graduate student representative in all of these committees except the undergraduate committee.

*The Graduate Curriculum Committee:*

shall deal with the graduate curriculum, faculty-graduate student relations, and the recruitment and selection of new graduate students. The committee shall consist of (a) two graduate students, one each from the doctoral and masters programs (and elected by students enrolled in the graduate program of the Department of Psychology), and (b) not fewer than three faculty members selected by the Council, at least one of which is not an *ex officio* member of the Graduate Curriculum Committee. The coordinators or directors of graduate programs shall be *ex-officio* members of the committee, if they are not otherwise on the committee.

*The Executive Committee:*

consisting of three members of the department and the departmental Chair, shall decide when a new faculty position is to be filled and the area of psychology in which the new member should have expertise. The committee shall also decide upon requests for reconsideration of the departmental Chair's decisions on such department-faculty matters as space allocation, student assistant support, initiation of recommendations for tenure and promotion, teaching assignments, departmental research funds, etc. Requests for reconsideration with supporting

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justification must be submitted in writing. When an appeal is made the Executive Committee must meet to consider the appeal within two weeks.

*The Library Committee:*

shall be responsible for promoting the acquisition by the library of additional books and journals in psychology. The committee shall consist of not fewer than one faculty member, one undergraduate student, and one graduate student.

- C. Members of all committees shall serve for a one-year term. The members shall be selected each year in the month of September.
- D. The Departmental Chair shall be ex-officio a voting member of all committees

*Grievance procedure*

If you disagree with a decision made by any committee or individual, you can seek reversal of that decision by appealing to the following persons, in the order given:

1. Department Chair;
2. Departmental Grievance Committee (same as the Executive Committee);
3. Associate Dean for Graduate Studies, who then makes a recommendation to the Dean of CAS. The CAS Dean's decision is final.

See the University Academic Regulations for details of Student Academic Grievances.

Please visit the American University Academic Regulations Website at:  
<http://www.american.edu/provost/registrar/regulations/reg50.cfm>

*Financial Aid*

*Departmental Support*

Graduate students in the doctoral program may be supported by departmental fellowships, assistantships or special opportunity fellowships. Only students in good standing will receive such awards. During the academic year (September-April), students with university support:

- a. Are prohibited from holding full-time jobs within the university (University policy)
  - b. Are prohibited from holding full-time jobs outside the university except with the approval of the Graduate Curriculum Committee; and
  - c. Are discouraged from holding part-time jobs (20 hours/ week or less) either within or outside the university.
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Students receiving University graduate awards are paid monthly from September to April. They are expected to work twenty hours per week throughout this period, subject to negotiation with their supervisors. University holidays are, of course, excepted.

### Dissertation Fellowships

Award of dissertation fellowships is competitive. You must have a signed dissertation proposal to apply for a dissertation fellowship.

### *Courses*

#### Prerequisites

-Please see the schedule of classes for information on prerequisites as you plan your program.

-Only students who have completed the prerequisites and have the permission of the instructor may take PSYC-618 Principles of Neuropsychological Assessment, regardless of the track in which they are enrolled.

-Only students in the clinical Ph.D. program track may take the therapy practicum courses.

-Students who have not defended their Master's thesis should not register for Doctoral Dissertation Research.

#### Testing Out of Required Courses

Students may test out of required courses by passing an exam prepared by the professor who teaches the course. Except for entering first year students, students should notify the professor of their intent one month prior to the start of the course.

### *Thesis and Dissertation Procedures*

#### Content Overlap

Theses and dissertations should be different experiments. However, these experiments can be in the same topical area; the dissertation cannot be a replication of the thesis and should be a substantially additive contribution. If there is a question concerning similarities between a student's thesis and dissertation, the question should be brought to the Graduate Curriculum Committee.

#### Committee Composition

Thesis: The student's master's thesis committee must consist of at least three members (at least 2 must be Psychology Department full-time faculty). One of the three members will preferably be from outside the Department and will be chosen by the student and the chair of the thesis committee. One of the three members need participate only in the oral exam. Members of thesis committees cannot include former American University graduate students

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who have graduated less than 5 years before the date of the oral examination. "Outside" members of thesis committees must be approved by the chair of the committee and must have clear, proven expertise in the area of the thesis. In order to preclude any misunderstandings, it is essential that the details concerning how the committee will operate and the respective role of each member of the committee be discussed and agreed upon at the time the committee is formed. Students must have at least one core committee member who has demonstrable expertise in the area being investigated. Students are reminded that they may select the faculty members for their committees from the entire faculty, not just their area of specialization.

Dissertation. The dissertation committee must consist of at least four members; one of them must be from outside the Department, and two must be faculty members of the Department. All members are encouraged to become involved in the planning and execution of the dissertation. The chair of the committee must be a tenure track, full-time member of the Department. Adjunct professors may not serve as chairs of doctoral committees. Students must have at least one core committee member who has demonstrable expertise in the area being investigated. Students are reminded that they may select the faculty members for their committees from the entire faculty, not just their area of specialization.

Members of dissertation committees cannot include former American University graduate students who have graduated less than 5 years before the date of the oral examination. "Outside" members of dissertation committees must be approved by the chair of the committee and must have clear, proven expertise in the area of the dissertation. In order to preclude any misunderstandings, it is essential that the details concerning how the committee will operate and the respective role of each member of the committee be discussed and agreed upon at the time the committee is formed.

#### Preliminary Orals

Students are strongly encouraged, at the time of the completion of the written dissertation proposal, to meet formally with the committee for a "preliminary oral" regarding the design and content area of the proposal.

#### Transfer of M.A. Thesis

When a student wishes to have the Masters Thesis requirement waived, the candidate should present the thesis completed elsewhere to the Graduate Curriculum Committee who will send it to two faculty members whose expertise is in the area of the thesis for consideration. If both approve, the requirement is waived. If both disapprove, it cannot be waived. If there is a difference of opinion between the two readers, the matter is returned to the Graduate Curriculum Committee. During the time, the thesis should be on file in the Psychology Department office for 10 days, and its availability made known to the department at large.

With an approved waiver, the Department requirement for the master's thesis itself is satisfied. University regulations prohibit transfer of course credits to fulfill the necessary 3 hours of thesis research, however, so that course credits for the thesis cannot also be

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transferred, although the requirement that these 3 credits be allocated to thesis research may be waived. Thus, with an accepted thesis transfer, the 3 credit hours otherwise allocated to thesis research may be used to take another course to fulfill the 33 (Masters) or 72 (Doctoral) hour total credit-hour requirement.

### Proposals

When submitting the thesis or dissertation proposal, be sure to include the addresses and social security numbers of any outside committee members on the graduate academic action form, to enable the Dean's office to process the necessary paperwork.

Thesis and dissertation proposals are not contracts that obligate in any way acceptance of the product of the proposed research by the thesis or dissertation committee.

### Oral Defense Scheduling and Attendance

Master's and dissertation orals must be public. It is the student's responsibility to reserve a room that will accommodate at least 20 people. Students are also responsible for an announcement in *Today@AU* and notification to every faculty member and graduate student two weeks in advance of the orals. Graduate students are required to leave a copy of their thesis or dissertation on file in the departmental office by at least one week before their oral defense.

For the masters orals, at least two of the three committee members must be physically present and the third committee member must be either physically present or participate via phone or computer connection.

For the dissertation orals, at least three of the four committee members must be physically present and the fourth committee member must be either physically present or participate via phone or computer connection.

No more than one member of the thesis or dissertation committee can participate in oral defenses via phone or computer connection *if* this is agreed to by the student, the chair of the thesis or dissertation committee, and the person to be "tele-present" at the defense.

### Oral Defense Procedures

A. The chairperson will determine the examination procedure and the sequence of questioning.

B. It is expected that final oral examinations will require approximately two hours, and a three-hour period should be scheduled for committee members. During the examination, each committee member should have a minimum of 30 minutes for presenting questions.

C. Questions from visitors will be taken at the discretion of the chairperson, but only after an initial round of questions by the committee members has been taken. Questions may be submitted in advance of the examination by interested faculty and students not planning

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on attending. Such questions should be submitted to the chairperson, at whose discretion they may be raised during the examination.

D. Following the oral defense, the candidate and all visitors will be excused from the room. However, the committee members may request consultation from one or more visitors who have attended the examination. All non-committee members must leave the examination room before a final decision is made concerning the candidate's performance.

#### Written Format and Revision Timeline

The format for the thesis and dissertation must follow the University guidelines. A manual titled "Requirements for Preparation of Theses and Dissertations" is available from the Dean's office. Issues not discussed there should follow the APA format, as per the Publication Manual of the APA, 6<sup>th</sup> edition (2009). One bound copy of every thesis and dissertation must be placed on file in the Department of Psychology. This is the student's responsibility before graduation.

After the oral defense of the thesis or dissertation, students are expected to make requested revisions and to submit the revised manuscript to the thesis or dissertation committee chair within two months. The final manuscript should be submitted to the Associate Dean for Graduate Studies within six months from the date of the oral defense.

#### *Changing Tracks or Programs*

Students in the MA program who wish to establish or change specialty tracks should communicate their wish and their course plans in writing to the Director of the MA program.

Any doctoral student wishing to change track or program enrollment within the Department of Psychology must reapply and be evaluated competitively with other applicants.

#### *General Comprehensive Written Exam*

##### Scheduling

The Chair of the GCC will be responsible for scheduling the general written comprehensive examinations, having them supervised by a faculty member, and informing students of their performance on the examination. Comprehensive examinations for each of the four areas will be held on a single day. Annual dates for General Written Comprehensive Examinations will be the second full weeks of October (Fall exam), April (Spring exam), and July (Summer exam).

##### Registering and Studying

Students must notify Sara Holland at least four weeks ahead of time if they plan to take a particular comprehensive examination. Students with documented learning disabilities who need accommodations for the exam should discuss the exam procedures in advance with the chair of the Graduate Curriculum Committee. All students must pay a \$25 application fee prior to taking the written comprehensive exam.

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Test questions will not be announced ahead of time. Questions will be likely to change from test to test. Questions from previous written comprehensive examinations will not be made available to students.

### Exam Procedures

When the general written comprehensive exam is offered, students may take only one area test. The examination will be closed book and the students will have three hours to work in the questions. Students must take the current form of the comprehensive as it exists when they take it. The use of typewriters and computers will be prohibited during comprehensive examinations.

### Content Areas

Each of the four area tests will consist of questions from a reading list suggested by the faculty in that area. The areas will be (with faculty assigned to areas included):

Biological Bases of Psychology: Fantie, Gomez-Serrano, Riley, Juliano, Shapiro, Stoodley

Learning/Cognition/Perception: Kearns, Parker, Peynircioglu, Silberberg, Weiss, Shapiro

Psychopathology/Psychotherapy/Assessment: Carter, Gray, Haaga, Gunthert

Social/Personality/Developmental: Ahrens, Weissbrod, Haaga.

Each area must create a single reading list for all students. Reading lists for each of the four areas will be established by the faculty of that area working in collaboration. The same groups of faculty will generate their area examination and criteria for what constitutes a Pass in that area.

Students may feel free to discuss a reading list with the faculty members who designed that list. A reading list may comprise any type of readings that professors in an area choose (e.g., books, book chapters, journal articles, monographs). It is suggested that a reading list be from 3-7 books in length.

An area may change its reading list at any time, but the comprehensive exam will reflect these changes six months after the changes have been introduced.

### Reading List

The reading list for the all the comprehensive exams can be found online on the Department's home page.

<http://www.american.edu/cas/psychology/resources/graduate.cfm>

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### Grading and Re-grading

Doctoral students will need to pass a test in one area. Students in the MA program in Psychology can pass the written general comprehensive examination by passing one of the four areas.

The comprehensive will be graded as satisfactory or unsatisfactory only. Satisfactory performance in the general examination must be achieved before the master's degree is awarded.

Comprehensive examination re-grading policy: Grades on comprehensive exam questions are similar to grades for courses. As the GCC does not consider appeals of grades for courses, it will not consider appeals of grades on comprehensive exams. Comprehensive exam graders are encouraged to provide ample feedback on comprehensive examination answers, so that students understand the reason for the grades received.

We expect students to be able to fulfill the General written Comprehensive Examination requirement successfully with no more than two failures total. Therefore, failing more than two examinations, regardless of how many areas have been attempted during the student's tenure as a graduate student at AU, is sufficient grounds for dismissal.

The Chair of the GCC will inform the program director of any student who fails the General Written Comprehensive Examination more than twice. The program director will then file a report concerning the student's academic, research, and professional record, with recommendations, to the GCC, who will decide what action, if any, should be taken.

A student who arranges to sit for one of the general comprehensive examinations, shows up for the administration of the examination, and leaves without submitting anything to be graded, will be considered as having taken the examination.

### *Graduate Students Teaching Courses in the Department*

Graduate students who would like to teach a course in the department must fulfill the following requirements:

1. Completion of the MA degree, and
  2. Either of the following:
    - Completion of the Greenberg Teaching Seminar series
    - Completion of a Teaching Assistant position for the course to be taught, with supervision from a faculty member. The student is expected to let the faculty member know that they are interested in teaching the course, and write a contract with the faculty for specific supervision in course development and execution. The graduate student will be expected to develop a course portfolio documenting course preparation, including
-

samples of a course syllabus, assignments, and lectures (ideally, the student will have sought opportunities to guest lecture in the course).



## APPENDIX 1: Check List for Completion of M.A. in Psychology

### *General Psychology*

#### Non-Thesis option

#### Course Requirement Checklist

-TWO CLINICAL courses from:

PSYC-505, 514, 533, 540, 545, 551, 560, 670, 597, 630, 633



-TWO NEUROSCIENCE/COGNITION courses from:

PSYCH- 501, 513, 518, 530, 575, 597 AND/OR any one graduate seminar in experimental psychology or neuroscience



-ONE statistics course:

STAT-514 or higher

-TWO courses (or six credits) from:

PSYC-550, 698



-FOUR elective courses (or 12 credits) (with at least 6 credit hours of the elective courses from the psychology department):





TOTAL OF 11 COURSES (33 CREDITS)

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Thesis optionCourse Requirement Checklist

-TWO CLINICAL courses from:

PSYC-505, 514, 533, 540, 545, 551, 560, 670, 597, 630, 633

-TWO NEUROSCIENCE/COGNITION courses from:

PSYCH- 501, 513, 518, 530, 575, 597 AND/OR Any one graduate seminar in experimental psychology or neuroscience

-ONE statistics course:

STAT-514 or higher

-ONE Psychological Research course:

PSYC-550

-TWO Thesis courses (6 credits) from:

PSYC-796, 797

-THREE elective courses (or 9 credits) (with at least 6 credit hours of the elective courses from the psychology department):

TOTAL OF 11 COURSES (33 CREDITS)

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*Personality/Social Psychology Track*

Course Requirement Checklist

-FOUR CLINICAL courses from:

PSYC-505, 514, 533, 540, 545, 551, 560, 670, 597, 633, AND/OR any one graduate in clinical, personality, or social psychology

-TWO NEUROSCIENCE/COGNITION courses from:

PSYCH- 501, 513, 518, 530, 575, 597, 618 AND/OR any one graduate seminar in experimental psychology or neuroscience

-ONE statistics course:

STAT-514 or higher

-ONE Psychological Research course:

PSYC-550

-TWO Thesis courses (6 credits) from:

PSYC-796, 797

-ONE elective course:

TOTAL OF 11 COURSES (33 CREDITS)

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*Experimental/Biological Track*Course Requirement Checklist

-FOUR NEUROSCIENCE/COGNITION courses from:

PSYCH- 501, 513, 518, 530, 575, 597, 618 AND/OR 690

-TWO CLINICAL courses from:

PSYC-505, 514, 533, 540, 545, 551, 560, 670, 597, 633 AND/OR 670

-

-ONE statistics course:

STAT-514 or higher

-ONE Psychological Research course:

PSYC-550

-TWO Thesis courses (6 credits) from:

PSYC-796, 797

-ONE elective course:

TOTAL OF 11 COURSES (33 CREDITS)

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## APPENDIX 2: Timetable for Completion of Ph.D. Requirements

### *Clinical Psychology*

#### Requirements

63 Credits (21 courses)  
 3 Credits of masters thesis research  
 6 Additional credits (2 courses) of dissertation research  
 4 Comps  
 2 Tools  
 Internship

To be completed by May of year	RESEARCH	COMPS/TOOLS	COURSES	CLINICAL
First year	Thesis proposal submitted to committee. Proposal presented to clinical faculty and students.	Started 1	3 Completed	Positive evaluations by clinical supervisors
Second year	Masters data gathered	2 Completed	9 Completed	“
Third year	Masters Thesis Defense Passed.	3 Completed	15 Completed	“
Fourth year	Dissertation Proposal Approved by <u>November 1<sup>st</sup></u> .	6 Completed by November 1st	All Completed	Externship
Fifth year	Dissertation data gathered. Dissertation orals completed. Dissertation final copy to Dean.		All Completed	*Internship

Students must maintain matriculation each semester or register for one credit during internship year.  
 \*Clinical students may elect to do the internship either in their fourth or fifth years, but masters orals, all comprehensives and tools, a minimum of 500 assessment/intervention hours, and a signed dissertation proposal must be completed before applying for internship.

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*Behavior, Cognition & Neuroscience (BCAN)*Requirements

63 Credits (24 credits must be laboratory research)

3 additional credits of masters thesis research

6 Additional credits (2 courses) of dissertation research

4 Comps

2 Tools

2 Rotations outside of primary laboratory (These can be done for credit)

To be completed by May of year	RESEARCH	COMPS/TOOLS	COURSES	
First year	Satisfactory lab research initiated	1 comp started	6 completed	
Second year		1 comp completed 1 tool completed	12 completed	
Third year	Masters Thesis defense passed. Dissertation proposal reviewed by Committee	2 comps completed 1 tool completed 1 <sup>st</sup> rotation	18 completed	
Fourth year	Dissertation data collection underway	4 comps and 2 tools completed 2 <sup>nd</sup> rotation	All completed	
Fifth year	Dissertation completed			

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# APPENDIX 3: Check List for Completion of Ph.D. in Psychology

## *Behavior, Cognition and Neuroscience Program*

### Course Requirement Checklist

-TWO NEUROSCIENCE SEMINARS (6 credits):

-SIX courses from the following (18 credits):

PSYC-501, 513, 518, 530, 551, 560, 575, 618, AND/OR any course focusing in neuroscience as long as the course is approved by the advisor and the Graduate Curriculum Committee

-TWO statistics courses (6 credits):

STAT-515 or higher

-TWO Thesis courses (6 credits) from:

PSYC-798, 799

-FOUR elective courses (12 credits):



-24 CREDIT hours of lab research

-4 COMPS

-2 ROTATION

-2 TOOLS

TOTAL OF 72 CREDITS

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