

UGA -CHEMISTRY PROGRAM PRACTICES

Questions 1A, 1B - Communication with Potential Doctoral Students

Questions 2A, 2B – Admission

Questions 3A, 3B, 3C, 3D – Orientation and Advisement

Questions 4A, 4B – Social Interactions

Questions		Answers
1A	When potential graduate students contact your department for information, who handles the inquiries? (Please provide the title rather than names)	<ol style="list-style-type: none"> 1. Graduate Program Administrator (~50%), or 2. Graduate Coordinator (~30%), or 3. Individual faculty contacts (~20%).
1B	What type of information is usually sent in response to such inquiries?	<ol style="list-style-type: none"> 1. E-mail response giving information, web addresses and link to on-line application forms, or 2. Paper application and information (only if the student requests paper)
2A	Who in your department makes the decision about which applicants to admit (or to recommend for admission)? (Please provide the title rather than names).	A Graduate Admissions Committee makes admissions recommendations (5 faculty, including the Graduate Coordinator)
2B	What criteria are used in making this decision?	<ol style="list-style-type: none"> 1. Undergraduate grades 2. Standardized exam scores 3. Letters of reference 4. Undergraduate research experience
3A	How does your department orient new students to graduate study?	There is a weeklong orientation program that is held prior to the start of classes in the fall semester.
3B	Who handles initial course advisement for new doctoral students, and how is that person selected?	The Graduate Admissions Committee acts as the advisory group for the new graduate students for their first semester, or until a student chooses a major professor. The Graduate Admissions Committee meets with each new Graduate student during the orientation week and advises them on an initial program of study.
3C	Describe the process by which a student selects or is assigned a dissertation chair.	<p>New graduate students are provided with information about potential research advisors by 3 means:</p> <ol style="list-style-type: none"> 1. An off-campus research retreat, usually

		<p>held early (e.g. September) in the fall semester in which faculty introduce their research programs to the new students</p> <p>2. A first-semester graduate student seminar course, in which the new students are required to attend departmental seminars and get an idea of the types of research being conducted in the department</p> <p>3. A requirement that each new student conduct in-depth interviews with at least 3 faculty during their first semester</p> <p>After these requirements are completed, the student is required to choose a faculty advisor by the end of their first semester in residence.</p>
3D	Can students in your department change dissertation chairs? If so, how is that change accomplished?	Yes, students may change their research advisor. No specific mechanism is required. A change of advisors is rare, but not unheard of. It is accomplished by mutual agreement with the student, the old and new advisor, and the Department Head.
4A	Other than formal coursework, does your department offer, sponsor, or support activities designed to foster social support and/or collaborative learning among doctoral students? (e.g., study groups, student organizations, student-student mentoring programs) If so, please describe.	There is a Chemistry Graduate Student Organization, which works on quality-of-life issues within the Department. It is not designed as a study group or student mentoring group. Other campus-wide groups also exist, e.g. the University Graduate Student Organization, Asian Graduate Student Organization, etc. Some but not all of our students participate in these groups.
4B	Does your department hold regular social activities in which students can interact informally with faculty members and other students? If so, please describe	<p>The Department sponsors a regular Departmental picnic during the first week of classes in the fall semester to introduce the new graduate students to the rest of the department. The Department also sponsors a Christmas party each year.</p> <p>The Chemistry Graduate Student Organization hosts social events during the year such as bowling nights, etc. The type and frequency depend upon the chair</p>

		and organizers for that year.
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