

UF- 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)	Most of the time the graduate coordinator; occasionally the assistant
1B	What type of information is usually sent in response to such inquiries?	After answering any specific questions, I direct them to our website and explain the application process and deadlines, encouraging them to have everything to us by mid-December.
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).	We have a committee with one faculty from each division but the graduate coordinator does all the initial screening and most of the admission decisions. The members of the committee are consulted as needed to make specific choices among close candidates.
2B	What criteria are used in making this decision?	Initially, the applicant must meet our minimum 3.0 GPA and 1000 total on the GRE. Applicants who are well above these and have strong letters of recommendation and some research experience generally receive an immediate offer of admission and invitation to visit.
3A	How does your department orient new students to graduate study?	The orientation lasts about 4 days. It begins with a 2-hour session reviewing all aspects of the program. They are advised by a team of faculty and registered for their first semester. We have talks by the entire faculty on their research each afternoon followed by dinners with the current students. There is safety training and a special orientation for international students on aspects related to teaching in an American university. The university also provides a

		half-day orientation on broad issues related to graduate school and living in Gainesville. The orientation weekends with a party with all of the current graduate students.
3B	Who handles initial course advisement for new doctoral students, and how is that person selected?	A committee of faculty, one from each division, does the advising of students who have expressed an initial interest in their division. The graduate coordinator reviews all of the course selections before they are registered.
3C	Describe the process by which a student selects or is assigned a dissertation chair.	During their first year, graduate students normally take "core courses". At the end of their first semester and continuing until about the end of February, the students meet with faculty members who might direct their "independent studies" during the first summer semester. If the summer program is a success, then the work continues more intensely during the second year. In the Spring semester, a PhD Supervisory Committee is formed.
3D	Can students in your department change dissertation chairs? If so, how is that change accomplished?	Yes. They discuss their reasons with the graduate coordinator who advises them about the implications and helps them connect with possible new chairs. Each case tends to be different and they are handled on an individual basis without any fixed protocol.
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.	We have a graduate student common room where students can have lunch, study, check e-mail, read current journals, have coffee, etc. The department sponsors two graduate student parties each academic year, one at the end of orientation and another at the end of the spring semester. We generally also host a third party about the middle of the first semester. We do not sponsor any study groups or student-student mentoring.
4B	Does your department hold regular social activities in which students can interact informally with faculty members and other students? If so, please describe	The parties described above are usually only attended by graduate students. A few of the younger faculty sometimes join in. The faculty, graduate students and new

		graduate students have several informal dinners together during the fall orientation activities and the faculty, graduate students, and prospective graduate students have a dinner on each of the two recruiting weekends in the spring.
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