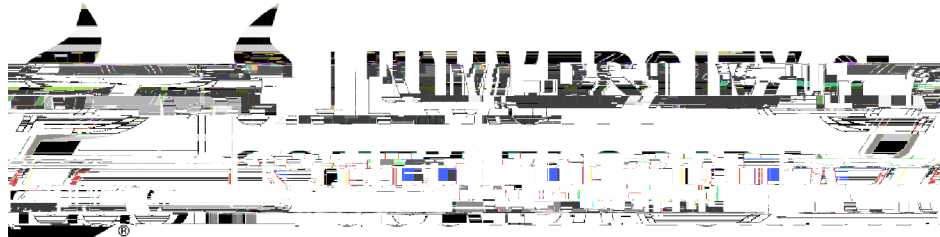# STUDENT HANDBOOK
&
PROGRAM RESOURCE GUIDE
Master of Science in Applied Aging Sciences

School of Aging Studies
College of Behavioral and Community Sciences
University of South Florida
202 - 202

The USF Graduate Catalog provides the principal authority for all policies affecting students; however, some policies set forth in the Graduate Catalog only represent minimum requirements of the State of Florida or the University. The Student Handbook is meant to be a supplement to the Graduate Catalog providing program requirements that may exceed the minimums identified in the Graduate Catalog. Students are ultimately responsible for their graduate education and assuring that they are in compliance with the requirements designated in the Graduate Catalog and the Student Handbook.

The School of Aging Studies offers three graduate degree programs: the M.A. in Gerontology, the M.S. in Applied Aging Sciences, and the Ph.D. in Aging Studies. This handbook is intended for use by students in the M.S. program in Applied Aging Sciences. The M.A. in Gerontology and the Ph.D. Program in Aging Studies have their own handbooks.

Introduction

The ultimate goal of this program is to educate the next generation of practitioners and program personnel in the field of aging and gerontology. The demographic imperative of an increasingly olta

The private sector will not only require a retrainable aging workforce with specialized experiences, they will also be driven by the opportunities of a maturing market. In addition, sweeping changes in the Social Security and Medicare Systems may greatly affect the ranks of retired individuals and the retirement decisions they will make. Understanding how to adapt goods and services to the needs of older persons, how to best utilize the resources of older workers, and how to tap the expertise of retirees will be important questions for the private and the public sector in the future.

The USF Academic Environment

USF is located within a community that provides a natural laboratory for the study of aging. There is a history of outstanding programs in aging at USF, and a number of departments,

M.S. in Applied Aging Sciences

The School of Aging Studies offers the M.S. in Aging Sciences, with an optional internship program. In addition to completing a required core curriculum, students may select gerontology courses suited to their particular career goals. These includes courses focused on such diverse areas as research, program administration, and direct service. An internship option is highly recommended for all students who are not already employed in the field of aging. All students in the M.S. in Aging Sciences program must pass a capstone project prior to graduating.

Course Requirements

The M.S. degree requires the satisfactory completion of 30 credit hours of course work, 12 hours of which must include core courses.

Core Courses (12 Credits, required of all students)

GEY 6600 Human Development and Aging (3)
GEY 6613 Physical Change and Aging (3)
GEY 6617 Gerontological Counseling Theories and Practice (3)
GEY 6934 MA/MS Capstone (3) OR GEY 6940 Internship (3)

Elective Courses (18 Credits):

The following courses are suggested for the following areas of interest:

Geriatric Care Management

GEY 6222 Elder Abuse Assessment and Intervention (3)
GEY 6206 Family Caregiving in Aging & Chronic Illness (3)
GEY 6321 Gerontological Case Management (3)

Mental Health Assessment

GEY 6614 Aging and Mental Disorders (3)
GEY 6616 Geriatric Assessment and Care Planning (3)

Additional Elective Courses

GEY 5504 Assisted Living Facility Management (3)
GEY 5476 Program Evaluation in an Aging Society (3)
GEY 5630 Economics and Aging (3)
GEY 5642 Perspectives on Death and Dying (3)
GEY 6626 Health, Ethnicity, and Aging (3)
GEY 6646 Gerontological Issues and Concepts (3)

M.S. in Applied Aging Sciences Advising Tracking Form

The M.S. Program Advising Form is given to all students upon beginning the program for planning purposes. It helps each student view course options and make decisions regarding timing of coursework.

<center>Required Core Courses (9 credits) (online)</center>

Capstone Experience

All students must complete a Capstone experience prior to graduating. After completing their core courses in the final semester before graduation, the student will enroll in GEY 6934 Directed Research OR GEY 6940 Internship/ Field Placement (if available and relevant to student goals) The Research Project Development Capstone experience will be an individualized experience for each student. Each student will develop a project to build upon their professional experience and career goals. The project must receive a grade of Pass in order for the student to graduate. For students residing in the USF service area, an internship (if available and relevant to student goals) or another directed research project with a faculty member may serve as the capstone experience and count towards credit for the degree. Please discuss this with the Director of Graduate Programs at least a semester before registering for the capstone.

Transfer of Coursework for M.S. Degree

Students may transfer graduate credits taken in other graduate programs at USF or at other universities, provided that those courses were not used toward a completed degree, per the USF Graduate School policy. Such transfer credits will be accepted only if the coursework is relevant to the course of study in the M.S. program, and is judged to be of sufficient quality to merit acceptance as graduate credit at the University of South Florida. Students in the M.S. Program who wish to transfer credits should submit a written request to the Director of Graduate Programs at the time of applying for admission to the program. The written request should include a description, official transcript, and syllabus of the course for which the student wishes to obtain transfer credit and a justification describing how the course fits into the student's academic goals. The Director of Graduate Programs will make the final determination on transfer of credits for M.S. students.

Students may wish to waive requirements for one or more core courses, without transferring in an equivalent graduate course. The Director of Graduate Programs will determine whether the previous course is sufficient to merit its being waived, working with other faculty as needed. Waiving the requirements for taking a core course does not reduce the credit hour requirements of the M.S. degree. The student must replace the waived course with another course that will contribute to meeting the degree requirements.

Only six credits hours of the M.S. program coursework can be taken outside of Gerontology courses, and only with the permission of the Director of Graduate Programs.

Academic Performance

Masters students must maintain an academic average of 3.0 to remain in good standing in the graduate progr

Academic Probation

  Students with academic averages that fall below 3.0 will be placed on academic probation. These students have one semester to bring their academic average to 3.0 or better. Students failing to raise their academic averages to 3.0 or better will be terminated from the program. Students need to be aware that any course taken while in a graduate program, even if

When the final grade is assigned, if applicable, the student will be placed on academic probation or academically dismissed (refer to Autead Academic Probation Procedures for

USF Information Technology

USF Academic Computing is the main campus support for computer and Canvas issues. A current list of USF supported hardware and software is available for your review here: https://www.usf.edu/innovativeeducation/resources/studentservices/technicalrequirements.aspx You are also advised to periodically check the website to make sure your device and its software are updated for optimal performance.

You are required to activate and use your USF student email for USF related correspondence. Your USF email will be your USF NETID@mail.usf.edu. Please see for more information: https://www.usf.edu/registrar/services/usfid.aspx You are also required to check your USF email and should get in the habit of doing so. M.S. program specific emails will be sent to that account, and you are responsible for checking it on a regular basis.

MS Teams

Microsoft Teams is available for all active students. MS Teams combines persistent chat rooms, video/voice, file sharing, meetings, and many other features into one application. Teams

Tips for Online Success

Being an online student can be different than previous academic experiences. To ensure success in the program, students should stay organized and wisely manage their time. Setting aside a certain timeframe each day for coursework is beneficial. It can be easy to fall behind in courses that require a large amount of self-directed learning. Keeping organized files on any electronic devices and tracking assignment due dates in a planner or an electronic calendar is also helpful. Communication is key: students should not be afraid to contact the professor with any questions or reach out to other students in the course.

USF Student Resources

The following table includes a list of University of South Florida resources that may be helpful to both online students and those residing in the Tampa area.

University Offices	Website	Phone Number
The School of Aging Studies Website - Details about faculty and how to contact them, information about recent graduates and alumni, and general knowledge about the various programs available within the School of Aging Studies.	https://www.usf.edu/cbcs/ aging-studies/	(813) 974-2414
University Scholarships and Financial Aid Services Office- Information about the different types of available aid, enrollment requirements, and various financial forms	https://www.usf.edu/financial-aid/	(813) 974-4700
Information Technology Office - Guidance regarding your NetID, software downloads, and access to the USF computer store	https://www.usf.edu/it/index.aspx	(813) 974-1222
Office of Graduate Studies- Access to the tuition and fee calculator, Graduate Student Life Guide, and information about upcoming workshops and events	http://www.grad.usf.edu/	(813) 974-2846