Professional Science Master’s Program (PSM)
Forensic Science
Program Handbook
Fall 2020
Welcome to Arizona State University’s Professional Science Master’s (PSM) program in Forensic Science (Online). The PSM in Forensic Science will ready students for career advancement by providing them with greater educational depth and breadth in the forensic sciences and through the development of new competencies related to laboratory supervision and management. Our program is designed to instill advanced skills in scientific inquiry as well as critical laboratory leadership that will ready students for administrative and advancement opportunities. The PSM also trains students on how to work with regulatory bodies that provide the framework for oversight in forensic laboratories.

This program requires 30 credit hours of coursework, which includes a 6-credit hour culminating experience. The program requires students to follow the prescribed 4-semester course sequence. It is critical that you review this handbook thoroughly to ensure the successful completion of all requirements.

Arizona State University comprises sixteen colleges and schools spread across four campuses in the Phoenix, Arizona metropolitan area. The online PSM program in Forensic Science is offered by the School of Mathematical and Natural Sciences, which is part of the New College of Interdisciplinary Arts and Sciences at ASU's West Campus in Phoenix, AZ.

If you have any questions about our Online Forensic Science program, feel free to contact NCGradOnline@asu.edu.
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Admissions

Admission to the PSM Forensic Science program is offered for the following sessions, three times a year: Fall A (August), Spring A (January), and Summer A (May). The program uses a rolling admission deadline, and admission decisions are typically made within two weeks of files being completed. Prospective students are strongly encouraged to initiate and complete the application at least one month before the listed deadline.

Application Materials

Applicants must fulfill the requirements of both the Graduate College and the New College of Interdisciplinary Arts and Sciences. For information related to application and admission requirements, visit [here](#).

Application Deadlines

For information related to application and admission deadlines, please review this [chart](#). ASU Graduate Admissions establishes separate deadlines that impact late fees. For more information, please visit [https://students.asu.edu/graduate/apply](https://students.asu.edu/graduate/apply).
Tuition Costs

Tuition is set by ASU and the Arizona Board of Regents every year. The most up to date tuition and fees are available by clicking here. You can use the interactive calculator on this site to determine information regarding your cost of attendance.
Curriculum and Graduation Requirements

General Curriculum

Required Core Courses (9 credit hours):

- FOR 525 Forensic Science and Governance
- FOR 550 Ethics in Forensic Science
- FOR 656 Laboratory Leadership, Policy, and Practice

Required Forensic Science Courses (15 credit hours)*:

- FOR 501 Forensic Toxicology OR FOR 532 Principles of Pharmacology
- FOR 502 Forensic Botany OR FOR 503 Forensic Entomology
- CSE 101 Computer Science for Everyone
- FOR 540 Advanced Topics in Human Forensic DNA OR CSF 410 Digital Forensics I
- PSY 546 Advanced Forensic Psychology OR CRJ 537 Criminal Procedure of Investigations for Social and Forensic Scientists OR CSF 512 Advanced Digital Forensics
- FOR 560 Quantitative Methods in Forensic Science Research OR BMI 515 Applied Biostatistics in Medicine and Informatics OR HCD 501 Biostatistics and Data Management

*Please note that the required forensic science courses will be dependent on availability and start term

Culminating Experience (6 credit hours):

- FOR 593 Applied Project

Students will be required to complete an applied project on one of the subject areas (below) that will culminate as an electronic scientific poster that needs to be presented online.

- FOR 501 Forensic Toxicology
- FOR 502 Forensic Botany
- FOR 503 Forensic Entomology
- FOR 532 Principles of Pharmacology
- FOR 540 Advanced Topics in Human Forensic DNA
- FOR 560 Quantitative Methods in Forensic Science Research

Students must meet the following criteria to be eligible to enroll in and complete the FOR 593 course.

1) Up to date iPOS on file
2) Graduate GPA, Cumulative GPA, iPOS GPA must all be at 3.00
3) All required core and required courses must be completed BEFORE enrollment override of the culminating experience
4) Students will be taking FOR 593 in their final semester

If a student does not meet one or more criteria above, they may not be able to register for FOR 593 and could be removed from the course.

Curriculum Checklists:

For curriculum checklists for your start term, please visit the advising website.
Program of Study

After completion of 50% of the credit hours needed to complete this degree, you will be required to submit an online interactive Program of Study (iPOS). This iPOS is a list of courses that you have taken and will take to satisfy all degree requirements to earn your PSM Forensic Science degree. The iPOS is submitted online via My ASU. For more information on the iPOS, please visit [here](#). After you submit your iPOS, the Graduate Advisor and Program Director will review the courses. You can track the approval process online through your My ASU account. If you need to make changes after the iPOS is submitted and approved, it can be modified at any time.

When we evaluate your iPOS, we will look to see that you have met the program requirements listed in the advising check sheet. Prior to submitting your iPOS please make sure that it meets the following requirements:

1. All nine credit hours of core coursework are included
2. All 15 required forensic science courses are included
3. For the culminating experience, students will choose 30 credit hours including the required applied project FOR 593
4. Choose your program director as your chair: Dr. Sreetharan Kanthaswamy

All courses that appear on your iPOS are applied toward your PSM degree and are ineligible to be applied toward a future graduate degree. As such, we recommend listing only the 30 credits required for the PSM degree on your iPOS. Any additional/excess credits you have earned could theoretically be used toward a different degree program at ASU.
Advising and Student Progress

Students are responsible for keeping track of their academic progress and making decisions with regard to which classes to take. However, we do have dedicated Graduate Academic Advisors who are available to answer questions and to help you achieve your academic goals.

We have established an advising website that provides information about course offerings, policies, and additional resources for online students. To access this website, please click here.

If you have questions after reviewing this handbook, the ASU Graduate College Policies, and Procedures, and the advising website, please reach out to our team at ncgradonline@asu.edu.

Each semester, one of our Graduate Academic Advisors will review your academic record. You may be put on academic probation or recommended for dismissal for poor academic performance, failure to meet ASU Graduate College policies or deadlines, or for a failure to demonstrate professional behavior or ethical violations.

Course Selection & Registration

It is recommended that you keep a copy of the advising checklist on the advising website easily accessible and review it as you register for courses each semester.

We strongly encourage you to complete the core courses when they are offered. These courses may only be offered during certain semesters and sessions each calendar year, and if you do not take it when it is offered, it may significantly delay your time to degree completion.

Students can find recommended course sequences for their start term on the PSM Forensic Science – Online Advising Website under "Registration: Recommended Course Sequence" and then choosing the appropriate admit term.

Each semester you will register for classes electronically via My ASU. You can view the schedule of classes online here. To find out when classes are available and when you must register, please visit the ASU Academic Calendar.

Graduate students are required to maintain continuous enrollment. This means that you must be enrolled in a minimum of one credit hour of graduate-level coursework each fall and spring semester. Read the full policy on page 11 of the Graduate College Policy Manual.
University Resources
There are a number of resources available in the program and through the university.

New College/West Campus - Academic
- Fletcher Library
- Graduate Writing Center – in-person (all campuses) and online writing assistance and tutoring
- Career & Professional Development Services – resource for finding jobs and internships, career advising, and more; online services available

University Services
- Student support services (e.g., International Student Services, Housing, Health, Counseling, Disability Resources, Veterans).
- Business and Finance services (e.g., parking and transit, student accounts, ID cards). Contact information (e.g., Provost's Office, Graduate College, IT Help Office, emergency services).
- Graduate Wellness Resources
- 10 Best Practices in Graduate Student Well-Being
- Student Rights and Responsibilities https://eoss.asu.edu/dos/srr
- Graduate Student Diversity Resources https://graduate.asu.edu/current-students/enrich-your-experience/resources-and-services/diversity-resources

ASU Library
- ASU Online Students Library Guide (e.g., using the library, find articles, subject librarians, e-books, media, tutorials, and citing sources).
- Student can see the full slate of workshop offerings here: libguides.asu.edu/grad/workshops
- Resources for ASU Online students through the ASU Library are available here.

360 Life Services
- ASU Online students have access to a resource called 360 Life Services. This resource gives students access to experts who can answer financial questions, provide legal advice, offer clinical or personal care, and provide career advice 24/7. You can find this resource by clicking on the following link: https://goto.asuonline.asu.edu/360lifeservices/
ASU Graduate College Policies

Being a part of ASU means that all students, regardless of program, are held to the same high standards of academic integrity and excellence. It is important that all students familiarize themselves with these policies; these policies are outlined at the following website: https://graduate.asu.edu/current-students/policies-forms-and-deadlines.

Satisfactory Academic Progress Policy

All graduate students are expected to make systematic progress toward completion of their degree. Students are responsible for verifying and tracking satisfactory progress policies as required by their degree program and the Graduate College. If a student fails to satisfy the requirements, the student may be dismissed from his/her program based on the academic unit's recommendation to the Graduate College. These policies are detailed on the university's Graduate College website: https://graduate.asu.edu/current-students/policies-forms-and-deadlines.

The PSM in Forensic Science Program also follows the New College of Interdisciplinary Arts & Sciences Satisfactory Academic Progress Policy. The current policy can be found at: https://newcollege.asu.edu/sites/default/files/advising/documents/nc-satisfactoryacademicprogresspolicy_fall_2019_0.pdf
Student Code of Conduct

All students are expected to adhere to the Arizona Board of Regents Student Code of Conduct and university policies and procedures: https://eoss.asu.edu/dos/srr/codeofconduct

Students are expected to regularly check their ASU email accounts for messages from the university and New College. Students also are expected to check their My ASU priority tasks regularly for any messages and holds from the university. Students are responsible for managing their tuition payments, finances, and tracking university academic calendar deadlines.

Academic Integrity

New College and the PSM in Forensic Science program has a zero-tolerance policy toward academic dishonesty that is enforced within every course and educational activity offered or sanctioned by the school. Any allegation of academic dishonesty will be referred to the school's Office of Student Rights and Responsibilities for review and recommendation to the Dean of the school. If any student is found to have engaged in academic dishonesty in any form – including but not limited to cheating, plagiarizing and fabricating – that student shall receive a grade of XE for the class and will be dismissed from the school. There will be no exceptions. Please refer to the university’s Academic Integrity Policy for the full policy.

International students who violate academic integrity policies may be dismissed immediately. Being withdrawn from a degree program can have immediate consequences regarding visa status, and dismissed students are required to leave the country immediately per immigration and visa rules.

At the beginning of every PSM Forensic Science class, each student will be given a copy of the full academic integrity policy, along with accompanying information on plagiarism in their course syllabus. More detailed guidance on how to avoid plagiarism and fabrication can be found at https://ori.hhs.gov/avoiding-plagiarism-self-plagiarism-and-other-questionable-writing-practices-guide-ethical-writing
My ASU Portal

On your My ASU portal, you will find information about your courses, transcripts, transportation, student success and support, finances, university policies, and the academic calendar. Please take time to familiarize yourself with these areas:

**Profile:** Update your address, phone number, email information, or add guests, such as a parent, so that they can look FERPA-protected information, including grades.

**My Classes:** Click on the name of each course to access the corresponding Blackboard content. This is where you will see the syllabus, find links to readings, and submit assignments. Take a few minutes to familiarize yourself with the structure of each course.

**Final Transcript:** If you sent in a transcript for admission to the program before you graduated, send your final transcript with your degree posted.

**Academic Integrity Module:** ASU Graduate College module reviewing academic integrity expectations. Please complete it as soon as possible. Please note, this module explains the university-wide policy. The New College academic integrity policy includes additions specific to our students. Please be familiar with both policies.

**Academic Calendar** (bottom right box): This has important dates you need to monitor, including when classes begin, the last day to register or drop/add classes, tuition and fee payment deadlines, holidays, withdrawal deadlines, schedule of classes available and when to enroll.

**Campus Services:** This includes Health and Wellness Resources, such as health insurance, counseling, disability services; Transportation, such as parking permits, METRO Light Rail, U-Pass, and campus shuttles; Student Success and Support, such as disability services, tutoring, and student success centers; and Job & Career Services. Please note that these job resources are university-wide and not specific to the PSM Forensic Science program.