



Master of Science Program
Psychology

Program Handbook

Fall 2020

Updated June 2020





Welcome to Arizona State University's Master of Science program in Psychology. We have designed this program to give our students a strong, research-based foundation in the modern field of psychology. Our program emphasizes quantitative methodology, statistical analysis, professional development, and independent research. We further offer a variety of seminar courses on a wide range of psychology topics. The majority of our students' goals involve moving on to doctoral programs in psychology and related fields, and we have had great success with them attaining those goals. Many other of our students are looking for non-academic careers and have been extremely successful finding positions in government, education, behavioral health, and marketing.

This is a two-year full-time campus-based program that requires 36 credit hours of research and coursework. During the second year, a prospectus is required of all Thesis students (the thesis track is highly recommended for students wishing to seek admission to a doctoral program). At the time of admission, our students are matched with a faculty advisor who assists in planning coursework and research activities. All Thesis and Applied Project students participate in faculty-guided research, and we require that these students take three credits of supervised research work each semester of their first year. Supervised research provides hands-on experience with experimental design, laboratory instrumentation, data collection and analysis, manuscript development, and grant proposal writing. We also encourage our students to attend major national psychological conventions to present research findings.

Arizona State University comprises sixteen colleges and schools spread across four campuses in the Phoenix, Arizona metropolitan area. The MS program in psychology is offered by the School of Social and Behavioral Sciences, which is part of the New College of Interdisciplinary Arts and Sciences, and is housed on ASU's [West Campus](#) in Phoenix, AZ.

If you have any questions about our program, feel free to contact Dr. Kristin Mickelson, the Program Director, at Kristin.Mickelson@asu.edu.

Table of Contents

Admissions	4
Tuition Costs and Financial Aid	5
Curriculum and Graduation Requirements	6
University Resources	12
Satisfactory Academic Progress Policy	13
Student Code of Conduct	14
Academic Integrity	14
Professional Ethics	14
Mentoring	15
Evaluation of MS Psychology Student Progress	15
Funding for Travel and Research	16
How to Get Reimbursements	17
Brownbag Series	18
Transferring Between Online and Ground MS Psychology	20
Forms for MS Psychology Program	20
MS Program Faculty	21

Admissions

Admission to the MS program is only offered for the Fall semester. The program has a priority review date of February 1st of each year; however, applications will continue to be reviewed throughout the Spring and Summer as space permits.

Applications are accepted online through the ASU Graduate College admissions system. The application fee is \$70. The MS program has a limited number of spots each year, and so the following minimum criteria have been established:

1. Applicants must possess a baccalaureate degree in Psychology or a related field
2. A minimum cumulative grade point average of 3.0 on a 4.0 scale (3.50 recommended)
3. Completion of the general Graduate Record Exam (GRE), with a minimum V+Q score of 300 (310 recommended)
4. Successful completion of undergraduate *statistics* and *research methods* courses in a social science field
5. Career and academic goals that are compatible with the educational objectives of the program and the faculty mentor

Application Materials

Applicants to the MS program will be expected to provide the following information:

1. Online application for graduate admission & fee
2. One copy of all official transcripts (ASU transcripts are NOT needed)
3. Official GRE scores from the last five years
4. A list of three faculty who could be potential research mentors
5. An indication as to your desired program option (CHOOSE ONE: Thesis or Applied Project)
6. International students should submit TOEFL scores ([ASU minimum required score of 80](#))
7. A Statement of Purpose that describes research experience and interest overlap with the identified faculty
8. Three letters of recommendation, preferably from faculty

[Click here for the MS Program Application](#)

Tuition Costs and Financial Aid

Tuition

Tuition is set by ASU and the Arizona Board of Regents every year. As an example, for 2019-2020, full-time (9 credit hours) in-state residents in the MS Psychology program paid a tuition of \$13,166 per year (including an approximately \$558 yearly program fee), out-of-state full-time (9 credit hours) residents in the MS Psychology program paid \$24,990 (including an approximately \$558 yearly program fee), and international full-time (9 credit hours) students in the MS Psychology program paid \$28,934 (including \$558 program fee). Through the [Western Regional Graduate Program](#), out-of-state residents from participating states may be eligible to pay only in-state tuition rates. You can see the general tuition and fees chart by [clicking here](#), or calculate your specific tuition costs by visiting [ASU's tuition calculator](#).

Financial Aid

Financial aid is available through several different sources:

- 1) **Graduate College Fellowship**: Each year a small number of \$10,000 fellowships or a full fellowship (\$16,000 stipend and tuition remission) may be awarded to MS students upon their admission for the first year of the program. Applicants are automatically considered for this scholarship and do not need to apply for it. Students who receive the scholarships are notified before the beginning of their first semester.
- 2) **Interdisciplinary Enrichment Fellowships**: Each year up to TWO full support scholarships (i.e., tuition remission and stipend) are awarded to first-year MS students upon their admission. Applicants are automatically considered for this scholarship and do not need to apply for it. Students who receive the scholarships are notified before the beginning of their first semester.
- 3) **MS Psychology Scholarship**: Each year up to 4 campus-based MS Psychology students may apply for a stipend-only scholarship (approximately \$8,000 per semester for one academic year). Incoming students will be prioritized; however, current students can apply and, if funds remain, will be considered. Students will be nominated by faculty but must complete an application form by March 15th.
- 4) **Course Assistant Positions**: The primary way that our students are funded is through Course Assistant (CA) positions. These positions typically assist with undergraduate courses that are offered online. Courses are typically half-semester (7.5 weeks at 20 hours per week) with a few full semester (15 weeks at 10 hours per week), and CAs are paid a flat \$2,500 stipend for each course. Call for applications will be sent out in July for Fall 2020. Although these positions are not guaranteed, most students who desire to serve as a CA have done so in one or more classes per year.

- 5) **SAM Lab Consultants:** Several 2nd year MS Psychology students will be appointed full-time or part-time consultants for the Statistics & Methodology (SAM) Lab. Most of the consultants will receive a \$9,000 stipend per semester; a couple of consultants will receive the stipend and tuition remission. It is rare but on occasion, 1st year MS Psychology students can be appointed as a consultant if they have a strong statistics background. Call for applications will be sent out to students in late April/early May.
- 6) **Traditional Financial Aid** (Loans & Grants): For information on general financial aid products, please visit [ASU's Financial Aid office \(https://students.asu.edu/financialaid\)](https://students.asu.edu/financialaid)
- 7) **Research Assistant Funding:** On occasion, faculty may have funds that could be used to hire masters-level students to be research workers. These would typically be advanced (second-year) students who are involved in grant-funded projects.

Curriculum and Graduation Requirements

Students in the MS program are admitted into one of two paths:

Thesis Path: Students in the thesis track must complete 30 credits of coursework, 6 credits of Thesis research, pass a prospectus for their thesis, and successfully propose and defend an original empirical research project that is acceptable to a committee of three supervising faculty.

Applied Project Path: Students in the applied project track must complete 30 credits of coursework, 6 credits of Applied Project work, and produce a project (often a large paper or literature review) that is acceptable to a committee of two supervising faculty. No formal defense is required.

Students must specify one path at the time of application. Depending on faculty interest and the number of applications received, applicants may be offered admission into a different path than the one which they had indicated. Only with approval of one's advisor and the Program Director may students change paths once they have begun the program. Additional information as to the specific curricular requirements can be found in the graduation checklists on pages 12-14.

General Curriculum

Required Courses (21 credits):

- Professional Issues Seminar (3 credits)
- Quantitative Analysis I (3 credits, covers ANOVA and group-based research design)
- Quantitative Analysis II (3 credits, covers regression analysis and quasi-experimental design)
- Quantitative Analysis III (3 credits, covers introductory multivariate statistical analyses) – *Optional for Applied Project*
 - Thesis students may take an alternate high-level graduate quantitative course if approved by faculty advisor
- Research Methods (3 credits, covers basic experimental and field design)
- Supervised Research (6 credits, taken during the first year)

Thesis / Applied Project Courses (6 credits, taken during second year):

- Thesis PSY599 (3 credits each semester of the second year, 6 credits total) OR
- Applied Project PSY593 (3 credits each semester of the second year, 6 credits total)

Elective Courses (9 credits)

- Elective courses are offered on a rotating basis by MS program faculty. Recent examples include *Advanced Social Psychology, Psychosocial Aspects of Health, Advanced Cognitive Psychology, Brain Damage, Intergroup Relations*. Courses offered by non-MS-program faculty (e.g., courses on other ASU campuses) must be approved in advance by a student's advisor and the director of the Graduate Program. In addition, up to 6 credits of 400-level coursework may be applied toward the MS degree and students may take one online MS Psychology elective and apply it to their degree — these courses must also be approved by a student's advisor and the director of the graduate program. Additional information on the electives can be found in the graduation checklists.

Program of Study

In a graduate program, the specific courses that will count toward your degree must be approved by your faculty advisor and the Program Director. The list of these courses is called a Plan or Program of Study (POS). The POS is filed online through the MyASU interactive Program/Plan of Study (iPOS). You must complete this document by the end of your first year of the program. This means that you should have a conversation with your advisor about what courses you will take during your second year. We can always change the iPOS if your plans change or a new course appears that you'd rather take. If you need help with filing your iPOS, contact your faculty advisor, ncgradadvising@asu.edu, and/or [download the iPOS instruction manual](#). After you submit your iPOS, your faculty advisor will approve it. You can track the approval process online through your MyASU account.

When we evaluate your iPOS, we will look to see that you have met the program requirements described above. In addition, we will check to make sure that you are following the additional rules below:

1. No more than 6 credits of 400-level work may be applied toward the master's degree
2. No more than 3 credits of an online 500-level PSY course may be applied toward the master's degree
3. No more than 9 credits from non-SBS faculty may count toward your degree (including transfer credits)
 - o Note that requests to take outside courses are evaluated on a case-by-case basis based on student/faculty research interests. Just because one student is allowed to take a course does not mean that all students may take it.
4. You must maintain a 3.0 GPA to progress in the program and graduate
5. You must be enrolled in at least one credit during the semester in which you defend your thesis/project

All courses that appear on your iPOS are applied toward your MS degree and are ineligible to be applied

toward a future graduate degree. As such, we recommend listing only the 36 credits required for the MS degree on your iPOS. Any additional/excess credits you have earned could then theoretically be used toward a different degree program at ASU.

Prospectus

All Thesis students will complete a prospectus prior to conducting their thesis research. Given that the research and mentoring style of advisors vary, there will be a lot of flexibility in the structure and timeline of the prospectus format. However, students should present their prospectus to their committee no later than the end of the Fall semester of their 2nd year (or a minimum of one semester prior to their defense).

The prospectus should consist of a comprehensive proposal of the topic and/or research idea that they will pursue for their thesis/applied project. This proposal may be a more formal oral presentation to their committee in a defense-like setting, or a written proposal that is submitted to their committee for approval and feedback, or some combination of the latter two formats. Regardless of the format chosen for the prospectus, the committee should complete the relevant parts of the [prospectus rubric](#) for the student.

Master's Thesis

A Master's Thesis is a written report of an empirical research project. The content and scope of your thesis research is to be approved your thesis director (advisor). Your final thesis document must then be defended before your advisor and two additional faculty members. While masters-level projects are not expected to be fully independent of an advisor's research, it is expected that each student will have made a major substantive contribution to all aspects of the thesis research, and will be the sole author of the thesis document submitted to the committee for defense.

The general format of the thesis document is set by ASU and is somewhat different than a typical research report or paper. Thesis documents must be reviewed and approved by the university prior to final submission. See <https://graduate.asu.edu/format-manual> for formatting details and a template. Aside from the requirements set forth in the format manual, the thesis document should use APA style and generally include an introduction, method section, results section, and discussion. It is to your benefit to work closely with your advisor while writing the thesis document.

Once the thesis document is complete, it must be "defended" before a committee consisting of your advisor and two additional faculty members. You may choose the other two members of your committee (with approval of your advisor). It is best to approach prospective committee members early in the process. A thesis defense is typically 1-2 hours long and involves a presentation followed by questioning by the thesis committee (the specific format for the defense is up to the thesis director). Thesis defenses are required to be open to the public and the dates/times/locations of defenses are listed on the ASU website. At the conclusion of the defense, students will be asked to leave the room while the thesis committee deliberates. The committee is given the option to pass the student, fail the student, or pass the student pending some revisions to the thesis document.

Members of the Thesis committee should be identified by the end of the first year in the program (see [Thesis Committee](#) form). Thesis projects are typically started in the Fall semester of a student's second year in the MS program. Projects must be defended several weeks before the end of the student's final semester. The timeline for completing and defending a Master's Thesis project is dictated by ASU's Graduate College office (see <https://graduate.asu.edu/current-students/completing-your-degree> for specific deadlines).

Failure to meet these deadlines will delay your graduation.

Further details about ASU's thesis rules can be found at <https://graduate.asu.edu/current-students/policies-forms-and-deadlines/policy-manuals> and program guidelines and rubric for the Thesis defense can be found at <https://newcollege.asu.edu/advising/graduate/masters-in-psychology>

Applied Project

An Applied Project is an alternative to a Master's Thesis. There are no specific rules about the scope or content of applied projects. Typically, an applied project is a research proposal, literature review, program analysis, or some other scholarly work that is supervised by a student's faculty advisor. Applied Projects must be approved by a student's advisor and one additional faculty member by the end of the final exam period that concludes a student's final semester in the program. Students should plan to submit their applied project document to their advisor well in advance of this deadline.

Transfer Credit

Students may transfer up to 6 credit hours of coursework taken before beginning the program (referred to as pre-admission credits). Preadmission credit hours must be approved by the degree program director and the Graduate College office. Students are responsible for alerting their graduate adviser that they plan on transferring in credits. PSY 502, PSY 500, and PSY 515 must be taken in the program.

To qualify for preadmission credits, the courses must meet specific criteria:

- Be graduate-level
- Have been taken within three years of admission to the ASU degree program.
- A grade of "B" or better must have been earned.
- Must not have been used towards a previous degree.
- Completed at a regionally accredited US institution or international institution officially recognized by that country.

Certain types of graduate credits cannot be transferred to ASU, such as courses taken at a non-collegiate institution, institutions that lack regional accreditation, for life experience, continuing education programs, workshops, etc. Students must officially transfer in preadmission credit hours through the iPOS system for approval by the academic unit and the Graduate College office. Official transcripts from where the preadmission credits were earned must be sent to Graduate Admission Services.



New College of Interdisciplinary Arts & Sciences
Master of Science Program in Psychology

Curriculum and Graduation Checklist

Core Course Requirements			
Course Name	Credits	Semester Taken	Grade
PSY 500 – Research Methods	3		
PSY 502 – Professional Issues in Psychology	3		
PSY 515 – Quantitative Analysis I	3		
PSY 516 – Quantitative Analysis II	3		
PSY 517 – Quantitative Analysis III (optional for AP students)	3		

Elective Substantive Course Requirements*			
Course Name	Credits	Semester Taken	Grade
Elective A	3		
Elective B	3		
Elective C	3		
Elective D (required for AP students if not taking PSY 517)	3		

Option A: Applied Project
Research Requirement: PSY 592 – 6 Credits
PSY 593 – 6 Credits

Option B: Thesis
Prospectus Required
Research Requirement: PSY 592 – 6 Credits
PSY 599 – 6 credits
Written & Oral Thesis Defense

* What can you count as elective courses?
What counts: <ul style="list-style-type: none"> - Regularly scheduled 500-level PSY courses taught by MS program faculty (including up to ONE online MS Psychology course)
What needs to be approved (in advance) by both your advisor & the graduate program director: <ul style="list-style-type: none"> - Individualized PSY courses (e.g., 580, 590) - 500-level PSY courses taught by non-program faculty (e.g., courses in other colleges) - Any non-PSY course - 400-level courses in any discipline - Courses transferred in from other universities
What does not count: <ul style="list-style-type: none"> - 592, 593, 595, or 599 credits - 100, 200, or 300-level courses

General Guidelines
<ul style="list-style-type: none"> - You may apply only 6 credits of 400-level work toward the master's degree - You may only apply 9 credits from non-program faculty toward your degree (including transfer credits) - You may only apply 3 credits from the Online MS Psych program toward your degree - Core courses can never be transferred from other universities - You must maintain a 3.0 GPA to progress in the program and graduate - You must be enrolled in at least one credit during the semester in which you defend your thesis / project - You may not receive both pay and credit for the same work (e.g. TA credit and CA pay for the same course) - All coursework must be approved by your advisor and formalized in the iPOS. Mere enrollment in a course does not entitle you to count it toward a graduate degree. - Note that requests to take outside courses are evaluated on a case-by-case basis based on student/faculty research interests. Just because one student is allowed to take a course does not mean that all students may take it.

Continuous Enrollment

Once admitted to a graduate degree program, students must be registered for a minimum of one graduate credit hour during all phases of their graduate education (excluding summer – unless they plan to graduate in the summer). Graduate students planning to discontinue registration for a semester or more must submit a petition through the iPOS (preferred) or submit the Maintain Continuous Enrollment request form (<https://graduate.asu.edu/current-students/policies-forms-and-deadlines/student-forms-and-petitions>). This request must be submitted and approved before the anticipated semester of non-registration. Students should contact their adviser as soon as possible if they will not be able to meet continuous enrollment.

Maximum Time Limit

All work toward a master's degree must be completed within six consecutive years.

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.

While some aspects of your academic training are controlled by the MS program itself (and the School of Social and Behavioral Sciences more generally), other aspects, such as the thesis defense process, program time limits, and eligibility for paid RA/TA/CA positions, are controlled by the university. These policies are outlined at the website below. It is important that all students familiarize themselves with these policies.

<https://graduate.asu.edu/current-students/policies-forms-and-deadlines/policy-manuals>

MyASU Portal

On your MyASU 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 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 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, 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 these job resources are university-wide and not specific to the MS Psychology program.

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

New College/West Campus - Amenities

- [Dining Options](#)
- [Banks](#)
- [Parking & Transit](#)

MS Psychology/School of Social & Behavioral Sciences

- [SAM Lab](#) – resource for receiving assistance for statistics and methodology courses and research; in-person (West campus), online, and phone appointments available

University Services

- Student support services (e.g., [International Student Services](#), [International Teaching Assistants Information](#), [Housing](#), [Health](#), [Counseling](#), [Disability Resources](#), [Veterans](#), [Graduate and Professional Student Association](#)).
- Business and Finance services (e.g., [parking and transit](#), [student accounts](#), [ID cards](#)).
- Contact information (e.g., [Provost's Office](#), [Graduate College](#), [GPSA Outreach](#), [IT Help Office](#), department's assigned librarian, [emergency services](#)).

- [“Graduate Wellness Resources”](#) – a one-page guide to Financial, Social, Emotional, and Physical Health and Wellness Resources for ASU Graduate Students was developed by the GPSA
- [“10 Best Practices in Graduate Student Wellbeing”](#) – proven ways to help graduate students better care for themselves under the increasing demands of graduate school

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 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 Graduate College. These policies are detailed on the university’s Graduate College website: <https://graduate.asu.edu/current-students/policies-forms-and-deadlines/academic-integrity>

The MS 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

Additionally, students must have an assigned faculty advisor at all times during their time in the program; complete required courses according to the schedule mentioned in the Curriculum & Graduation Requirements above (pg. 6), and achieve a grade of “B-” or higher in all *required courses* that appear on the approved Plan of Study (required courses are listed in the [ASU Academic Catalog](#)). A student who receives a grade of C or lower in a core course in their program must repeat the course in a regularly scheduled (not an individualized instruction) class. Although only the “B-” or higher can be included on the iPOS GPA, both grades will be used to compute the Cumulative GPA and the Overall Graduate GPA.

Required Psychology Courses: PSY 500, PSY 502, PSY 515, PSY516, and PSY517 (Thesis students only)

Academic Probation

Students who fail to meet satisfactory academic progress as previously described will be placed on academic probation and notified by mail and email. Details for each situation will be provided in the letter notifying the student that he/she is on academic probation. Graduate College will conduct a GPA audit at the end of each semester. Any graduate student with a cumulative GPA below 3.00 will be placed on academic probation. The student will receive a notification on their MyASU and an email from New College. Typically, students on academic probation will have one semester to be reinstated to good standing. Students on academic probation may be withdrawn from their academic program upon recommendation of New College to university Graduate College. For students placed on probation the previous semester who have met the condition of probation, New College will send a letter of reinstatement.

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 regularly check their MyASU priority tasks for 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 MS Psychology 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 MS Psychology 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>

Professional Ethics

In addition to academic integrity commitments, students in MS Psychology program must abide by the highest levels of psychological ethics. This includes following the core principles of the [APA Code of Ethics](#), including conducting research ethically and independently, privacy and confidentiality, and record keeping.

Mentoring

Given the training model of our Thesis and Applied Project tracks, graduate students in those tracks must have a faculty advisor throughout the duration of their time in the degree program and should take advantage of the mentoring provided by his/her faculty advisor. Mentoring involves many activities, ranging from development of a course plan to meet one's career goals, development of skills related to teaching and research and the provision of constructive feedback related to these domains, and consultation on professional issues and career development.

At a minimum, a graduate student should expect the following from his/her mentor:

- development of goals/objectives for a specified time period
- availability for regular meetings
- provision of regular and constructive feedback regarding student progress
- any other responsibilities stipulated by program policy or the Graduate Handbook

However, it is important to keep in mind that mentoring involves a relationship; thus, it is the responsibility of the graduate student to seek out these mentoring activities and to follow through in a timely fashion with any activities on which he/she and his/her mentor agree. If problems arise in a student's mentoring relationship or with any other faculty member, the graduate student should arrange a time to discuss the problem with the Program Director.

In the event that it is determined that the graduate student should seek out a new advisor, it is required that the student get the written permission of both the old and new advisor and the Program Director (see the [Change of Advisor](#) form).

Evaluation of MS Psychology Student Progress

The main goal in student evaluations is whether students are making adequate progress in completing the MS Psychology program requirements. Each student's progress is evaluated on two levels: 1) by the advisor and 2) by the program faculty. Evaluations are based on *academic achievement*, *research activity*, and *professional standards criteria*. These criteria include grades in courses and seminars, scholarly activity as reflected in the students' [Progress Checklist](#), quality and timeliness in research, performance of course assistantship duties, and attendance at brown bags, colloquia, conferences, and presentation and publication of research papers. These criteria are evaluated by the advisor, course assistantship supervisor(s), and other faculty members having contact with the student.

Students are evaluated for their performance at the end of their first year in the program. The results of each evaluation are summarized in a letter to the student. If the evaluation identifies concerns about the student's performance, the program faculty will specify remediation conditions that the student must meet. Failure to meet these conditions may be grounds for suspending CA positions or recommending dismissal. Dismissal from the program may be recommended for poor academic

performance, failure to complete program deadlines in a timely manner, a lack of trainability as determined by the program faculty, failure to demonstrate professional behavior, or ethical violations.

Funding for Travel and Research

As research is a core component of this program, we encourage our students to conduct and present research at national and international academic conferences. As such a number of options exist for funding research (e.g., participant payment, supplies, equipment) and conference travel expenses.

Additionally, you may also apply to use any unspent funds towards travel expenses for doctoral program interviews. However, please note, that the Psychology faculty expect students to utilize the allotted funds for conference travel and research (as it is unlikely that students will be interviewed by doctoral programs if they have not conducted and presented their research). As with the other funding requests, your advisor and Director must approve this request and you must explain why you have remaining funds for this type of request.

- 1) **MS Psychology Program Funding.** The MS program makes available approximately \$1,000 in travel/ research funding to each student each year over the course of the two-year program. Students may choose to use that money for research or travel or a combination. Please complete the appropriate form on our website and submit to the MS Psych Director (kmickel1@asu.edu) - (<https://newcollege.asu.edu/advising/graduate/masters-in-psychology>).
- 2) **Innovations in Psychological Research Grant.** As a way to enhance the research and grant writing experience for ground MS Psychology students, the MS Psychology program offers four grants of up to \$1,250 (two in Fall semester and two in Spring semester) for innovative student research. These grants will allow students to conduct research that they might normally not be able to carry out with their traditional research funding through the MS Psychology program. Fall Deadline: October 15th Spring Deadline: February 1st
- 3) **ASU Graduate College Travel Grants.** ASU's Division of Graduate College makes a limited number of travel grants available to students presenting at conferences. These grants typically cover airfare from Phoenix to the conference location and conference registration. This award has four application deadlines per year and must be applied for well in advance of the travel date. Applications must be submitted to the director of the graduate program.
See <https://graduate.asu.edu/current-students/funding-opportunities/awards-and-fellowships/travel-awards> for more information and deadlines.
- 4) **Graduate and Professional Student Association (GPSA) Travel Grants.** ASU's graduate student association offers a variety of travel awards available. Individual travel awards (to conferences) are up to \$950 and have a monthly application deadline. Group travel grants are for teams of student researchers presenting a symposium or other group project. Interview travel grants are need-based grants made available to students who require funds in order to travel to an academic interview (e.g., at a PhD program). Details and application materials can be found at <http://gpsa.asu.edu/funding>. Priority for funding is often given to

those who volunteer for the GPSA. Please note: The deadlines for these are often several months prior to the conference or PhD interview (i.e., in October) – you can still apply even if you do not know about your acceptance to a conference or invitation to interview.

- 5) **Psi Chi Travel and Research Funding.** Members of Psi Chi are eligible to apply for many travel and research grants and awards. See here for a listing of available awards and grants for graduate members of Psi Chi: https://www.psichi.org/?page=2_graduate_main#.WZdqAT6GNhE. If you are already a member of Psi Chi from your undergraduate days and want to switch your membership chapter here to our ASU West Psi Chi chapter as a graduate student, get in touch with the Psi Chi Faculty Advisor (Natalie Fabert; nfabert@asu.edu) who can help you with this. If you've never been a member of Psi Chi and want to become a member, our chapter does an induction process and ceremony every spring. Look out for the email from Dr. Fabert early in the spring semester about how to join if you want to become a member.
- 6) **Poster Printing.** The SAM Lab is now equipped with a wide-format color printer for research posters and other data visualization projects (e.g., research exhibits or displays). Please refer to the poster printing policy for further information: <http://samlabasu.com/poster-printing>

Funding Priorities for Psychology Program Fee Monies (not rank ordered)

- Presenter at a professional conference
- Co-authorship on a conference presentation
- Thesis/Applied Project research expenses
- **Doctoral program interview expenses** (only if monies remaining after prior travel/research expense requests)
- **Attending only at a professional conference** (*no funding*)

How to Get Reimbursements

Typically, to get a reimbursement for research expenses, you need to submit the original receipt and justification (and a log for the gift cards) to Gloria for reimbursement. For travel reimbursement, you will need to set up a Travel Profile and use the Concur program to submit a Travel Request (prior to travel) and an Expense Request (after travel). No advances are given for travel to conferences. Please see the following PowerPoint on information about reimbursements and the Concur system: [How to get reimbursements and use Concur \(PPT\)](#)

Brownbag Series

Brown Bag presentations are valuable for both the student presenter and the student listener because they give presenters practice in explaining their research to a broad audience and give listeners practice in comprehending presentations that are outside of their area of expertise. A good presentation sets the research in a broad context that makes its importance clear to a general audience. Accordingly, every student is required to make two presentations at the Psychology Brown Bag during his or her tenure in the program, one during the spring of the first year and one during fall of the second year. The first will summarize either a first-year project or research topic that the student is interested in pursuing for their thesis. The second will summarize the research project (either as proposed if data collection is not yet complete, or with results if completed) for the student's thesis or applied project. All MS Psychology students are required to attend all Brown Bag presentations. Absences must be cleared in advance with one's advisor and the Director.

FIRST YEAR BROWN BAG PRESENTATIONS

First year presentations will be flexible in content and format; students can discuss a research idea, articles related to their research area, or research findings. It might be most beneficial, however, that presentations have the same format as national or regional conference presentations. In other words, student should prepare a 10-15 minute presentation and be prepared to answer questions during a 5-minute Q&A session. Up to three students will present per brown bag session during the Spring semester. We will hold a reception to celebrate all 1st and 2nd year achievements during the final brown bag of the Spring semester.

SECOND YEAR BROWN BAG PRESENTATIONS

Presentations are to be 20-30-minute talks, followed by a 5-10 minute question and answer period. These presentations are to be similar to an invited colloquia. They should summarize the research project a student is working on for their thesis with sufficient background on the theoretical framework guiding their study. The student's advisor will help the student prepare these presentations. Ordinarily, the student will give a practice talk that the advisor and a few other students critique before giving the Brown Bag presentation. Presenters should expect evaluative feedback regarding the form and content of the presentation from the audience. Audience feedback is expected to be friendly, constructive, and brief. There will be up to two student presentations per brown bag session in the Fall semester.

Note on all presentations: You do NOT need to have data for your presentation – you can present your proposed idea for your thesis/applied project. Also, for Thesis students, if you want you can use the brownbag to fulfill your prospectus requirement (*with approval from your advisor and committee members*). Please review the prospectus format with your advisor and determine if the brownbag would be a good venue to do your prospectus defense. If so, then you would need to send the written document to your committee at least a week prior to the presentation.

ACADEMIC YEAR 2020-2021:

The Brownbag series will be held **on Wednesdays from 12-1pm in CLCC 199.**

Major Expectations/Timelines for MS Psychology Program

FIRST YEAR IN PROGRAM

- | | |
|---|---------------------------------------|
| ○ Have regular meetings with your advisor | Throughout the year |
| ○ Submission of iPOS | No set deadline* |
| ○ Brown Bag presentation | Spring semester |
| ○ Student Progress Checklist | Submit by last day of Spring semester |
| ○ Thesis Committee Member Form | Submit by last day of Spring semester |

SECOND YEAR IN PROGRAM

- | | |
|---|--|
| ○ Continue regular meetings with your advisor | Throughout the year |
| ○ Prospectus presented/defended to committee | No later than October 1 st |
| ○ Brown Bag presentation | Fall semester |
| ○ Begin applying for doctoral programs (if desired)** | Late in Fall semester |
| ○ First <u>full</u> draft of thesis to advisor (if planning to graduate in May) | Recommended by February 15 th |

* must submit iPOS by the time you have enrolled for 50% of minimum credit hours for program (i.e., 18 credit hours). Grad College will send an email and a message will appear on your MyASU (usually in Spring of 1st year).

** make sure to discuss with your advisor the most appropriate places for you to apply; also, confirm with your potential reference letter writers that they are willing and able to provide letters – give them plenty of lead time to write letters!

Please refer to the Graduate College deadlines page (<https://graduate.asu.edu/current-students/policies-forms-and-deadlines/graduation-deadlines>) for specific deadline dates for graduation.

Transferring Between Online and Ground MS Psychology

In Fall 2017, we launched an Online MS Psychology program at ASU West. This program is a course-intensive program with a capstone experience. This online program does not provide research experience/opportunities for students. The students in the online program have a separate set of course requirements.

A ground MS student who chooses to transfer to the online MS program needs to discuss this decision with his/her advisor and the Program Director in order to review its potential professional and economic implications.

In order to change the program, the ground MS Psychology student can change the program internally through their MyASU account. There is a \$30 program change fee. Students are allowed one change per application with no time limit, as long as the student never deferred his/her original offer of admission. This is considered a plan change within ORG (i.e., CSOC&BEH). Preadmission rules are relaxed for this type of change.

Campus transfers are allowed from ground to online, BUT not online to ground. If a student seeks to transfer from the online to the ground MS Psychology program, the student would require a new application (as the requirements for the application and admission are different).

In terms of course credit transfers, ground MS students who transfer to the online MS program will be allowed to transfer up to 12 credits, with the exception of Research (PSY 592), Applied Project (PSY 593), and Thesis (PSY 599). Additionally, although students who transfer may want to continue doing research with their former ground advisor, they cannot receive course credit for it in the online MS program as research is not a part of the curriculum.

In terms of course credit transfers, online MS students who transfer to the ground MS program will be allowed to transfer up to 9 credits hours of coursework; PSY 500 and PSY 515 will not be transferrable, and elective course transfers will be decided on a case-by-case basis.

Finally, students must be continuously enrolled in the MS Psychology program (either ground or online) until they graduate. Thus, if no courses are offered for the student's Plan of Study (POS) the semester after their program change (not including summer), they will need to enroll in one credit to have continuous enrollment.

Forms for MS Psychology Program

All forms pertaining to the MS Psychology program, including Student Progress Checklist, Request for Funding, Change of Advisor, and Thesis Guidelines can be found at <https://newcollege.asu.edu/advising/graduate/masters-in-psychology>.

MS Program Faculty

RESEARCH CLUSTERS IN MS PSYCHOLOGY

RESILIENCE IN SOCIAL ENVIRONMENTS (RISE)

FACULTY IN THE RISE RESEARCH AREA HAVE A WIDE VARIETY OF INTERESTS INCLUDING INTERPERSONAL RELATIONSHIPS, CULTURE, STRESS, HEALTH, EMOTION, AND SOCIAL IDENTITY



Mary Burleson

Research Interests: emotion, stress, touch, co-regulation, & autonomic psychophysiology.



Deborah Hall

Research Interests: social and group identity, social relations, social media

Dr. Burleson's research focuses on how emotion, stress, and physical contact (touch) can affect psychological and physiological functioning. Current studies include the contribution of emotion regulation processes to stress responses and the stress-reducing effects of physical contact. She specializes in teaching physiological psychology, biology of human sexuality, biological bases of behavior, and psychopharmacology.

Dr. Hall's research examines how aspects of social and group identities shape people's thoughts, feelings, and behavior. Specifically, her work explores ways in which social identities tied to social class, political ideology, and religion influence perceptions of and interactions with others..A central theme across her core research areas is that a more nuanced understanding of the social and group bases of identity can pave the way for positive change through the development of research-based tools and interventions.



Kristin Mickelson
(Director, MS Psych)

Research Interests: social relationships and health

Dr. Mickelson's research is interdisciplinary, with special emphases on social and health psychology. Her research examines the role of stressors and psychosocial factors on relationship functioning and health. Specific areas of interest include how dimensions of stressors affect social support processes, as well as the role of socioeconomic status and gender on the stress-social support-health relationship.



Nicole Roberts

Research Interests: emotion, culture, couple relationships, psychophysiology, stress

Dr. Roberts' research focuses on the study of emotion and on the cultural and biological forces that shape emotional responses. For example, how ethnicity and culture influence emotional displays and experiences; how the daily hassles of life, such as job stress and sleep deprivation, impact emotion regulation among individuals and couples; and how the emotion system breaks down in patients with psychopathology or neurological dysfunction. Dr. Roberts uses both observational and psychophysiological measures in her work.



Perla Vargas

Research Interests: health-related decision-making, health disparities

Using a behavioral epidemiology framework, Dr. Vargas studies behavioral processes involved in the management of oral health, asthma, food allergy, sleep, obesity, depression and suicidal behaviors; and is interested in identifying effective methods to improve the management of these conditions among high-risk, underserved populations. Dr. Vargas' work is widely published and has appeared in journals such as the Journal of Allergy and Clinical Immunology; Annals of Allergy, Asthma and Immunology; and Behavioral Processes.



Lindsey Mean (Affiliated Faculty from Communications)

Research Interests: intersection of identities, sport, gender & sexuality, ideology & culture, discourses, language & representational practices across multiple sites and levels of enactment

COGNITIVE AND BIG DATA SCIENCES

FACULTY IN THE COGNITIVE AND BIG DATA SCIENCES GROUP AIM TO UNDERSTAND COGNITION USING MULTI-MODAL LABORATORY METHODS AND LARGE-SCALE, NATURALISTIC DATA. CURRENT RESEARCH INTERESTS INCLUDE ATTITUDE CHANGE, RISK-TAKING, PERSPECTIVE-TAKING, LANGUAGE PROCESSING, AND PERCEPTUAL LEARNING.



Nicholas Duran (also affiliated w/ RISE)

Research Interests: cognitive science, social perspective-taking, deception, collaborative problem solving

Dr. Duran studies complex cognitive processes as revealed in the dynamics of movement and language, both within individuals and across dyads and groups. He uses a range of techniques such as computer-mouse tracking, motion capture, acoustic analysis, physiological sensing, nonlinear time series analyses, and discourse modeling.



Zachary Horne (also affiliated w/ RISE)

Research Interests: Cognitive science, big data, social psychology

Dr. Horne studies the cognitive mechanisms underlying belief formation and revision. Specifically, he examines how children and adults form and revise their beliefs in light of new evidence and the mechanisms that permit and prevent rational belief updating.



Jose Nanez

Research interests: cognitive neuroscience, bilingualism, & cognition

Dr. Nanez conducts research in visual perceptual learning, neural plasticity/malleability, and cognition. He also studies cognitive processes in Spanish-English bilinguals. As Executive Director for Community Outreach, he creates and implements new strategies to enhance students' academic achievement and university life acculturation, with a strong emphasis on Hispanic, first-generation-university-going, and low SES students.



Elias Robles-Sotelo

Research Interests: learning, impulsiveness, decision making, health behavior

Dr. Robles studies fundamental behavior processes such as learning, choice, impulsiveness, risk taking, and decision making, as they relate to physical and psychological wellbeing. He seeks to understand how people make decisions about the future, what situations make people more likely to take risks, and how to make health behavior information clear and effective. His work has focused on addiction to tobacco, heroin, and prescription opioids.

PSYCHOLOGY AND LAW

FACULTY IN THE PSYCH AND LAW RESEARCH AREA HAVE INTERESTS IN BOTH LAW AND PSYCHOLOGY. CURRENT RESEARCH INTERESTS INCLUDE JURY DECISION MAKING, INTERGROUP DYNAMICS IN LEGAL CONTEXTS, HOW VARIOUS TYPES OF EVIDENCE INFLUENCE DECISION-MAKING, AND HUMAN REASONING.



Tess Neal

Research Interests: human reasoning, inference, & decision making; clinical and legal judgments; expertise development

Dr. Neal's program of research weaves together the clinical, cognitive, and social traditions of psychological science with philosophy, ethics, and law. She conducts research on the way people think and reach decisions, and what can go wrong resulting in poor judgments. She focuses especially on expert decision making in the legal system, such as by forensic mental health professionals, forensic scientists, and judges.



Jessica Salerno

Research Interests: emotion, intergroup dynamics, and legal decision-making

Dr. Salerno's research interests include several lines of inquiry that apply social psychological theory and experimentation to legal contexts. For example, the effect of emotion and intergroup dynamics in legal decision making, how moral outrage drives biases against stigmatized groups in ambiguous legal contexts, and how jurors evaluate the quality of scientific evidence presented by expert witnesses in court.



Nicholas Schweitzer

Research Interests: Legal decision making; mental disorders and punishment

Dr. Schweitzer's research focuses on the empirical study of the law and legal system, with a primary emphasis on how science is used by the judicial system. His lab studies focus on two particular areas: (1) How legal decision-makers use and understand scientific evidence, and (2) How advances in science and technology are affecting citizens' judgments of wrongdoers and legal authorities.



Laura Smalarz

Research Interests: Eyewitness identification and testimony; perceptions of the wrongfully convicted;

police interrogation and false confessions; social biases in the criminal justice system

Dr. Smalarz's research is primarily concerned with social factors that affect the reliability of eyewitness identification evidence. Her work investigates the conditions under which eyewitnesses make errors, tests methods for reducing those errors, and examines how eyewitnesses are evaluated by legal system players such as judges and jurors.