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| For Academic Affairs and Research Use Only | |
| Proposal Number |  |
| CIP Code: |  |
| Degree Code: |  |

**Program Modification Form**

**[ ] Undergraduate Curriculum Council**

**[ X] Graduate Council**

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| **Modification Type: [ X]Admissions, [ ]Curricular Sequence, or [ ]Other** |

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

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| |  |  | | --- | --- | | Brian Church | 9/6/2022 |   **Department Curriculum Committee Chair** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **COPE Chair (if applicable)** |
| |  |  | | --- | --- | | Amanda Wheeler Gryffin | 9/6/2022 |   **Department Chair** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Head of Unit (if applicable)** |
| |  |  | | --- | --- | | Joanna M Grymes | 10/11/2022 |   **College Curriculum Committee Chair** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Undergraduate Curriculum Council Chair** |
| |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Director of Assessment** *(only for changes impacting assessment)* | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Graduate Curriculum Committee Chair** |
| |  |  | | --- | --- | | Mary Jane Bradley | 10/17/2022 |   **College Dean** | |  |  | | --- | --- | | Alan Utter | 11/29/2022 |   **Vice Chancellor for Academic Affairs** |
| |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **General Education Committee Chair (if applicable)** |  |

1. **Contact Person** (Name, Email Address, Phone Number)

David LaVetter, lavetter@astate.edu, 680-8154

1. **Proposed Change** (for undergraduate curricular changes please provide an 8-semester plan (appendix A), if applicable)

Admission requirements:

Unconditional admission:

-Earned at least 2.75 cumulative undergraduate GPA or a 3.0 in the last 60 hours of university work on a 4.0 scale. Students may also be admitted with a 3.0 graduate GPA over at least six earned credit hours.

-Current resume

-One professional reference who can speak to your professional responsibilities or academic potential.

Conditional admission:

For conditional admission: Students may be conditionally admitted with less than a 2.75 GPA, provided work experience in the program field is detailed on the resume and supported by one professional work reference letter (past or present employer) to be submitted with application materials. For conditional admission, students must a maintain a grade of B or better for the first 12 hours of graduate work in the program.

Proposed omission: 500-word essay and required faculty reference.

1. **Effective Date**

1/1/2022

1. **Justification –** *Please provide details as to why this change is necessary.*

During the past few years, the M.S. Sport Administration (MS SA) degree program has experienced one of the highest application incompletion rates (34%) among graduate degree programs across the campus. Since 84% of students enroll in the first institution that accepts them, MS SA proposes these admission changes in order to help attract experienced professionals, and improve application completion rates. Additionally, the number of items on an application that the student is required to submit can impact their program decision. For several years, the majority of our online program students are already working as full-time professionals at the time of their application; thus, most applicants already possess adequate experience working in the field. These proposals are aimed to attract more student professionals by requiring fewer admission requirements at the same time maintaining academic standards of the program. For those without any professional experience, the GPA adjustment will allow them to pursue graduate work and be successful in our program. The vast majority of program students who have been admitted conditionally under the previous GPA policy (3.0) have shown to be successful in their graduate work pursuits. The professional reference adjustment will also assist students in their application as to rely more on their professional work experience as a valid credential. There have been many applicants that have applied to our program who have graduated more than 10 years from their application submission, and have established a work history. Lastly, the 500-word essay requirement has not served as an effective tool in admissions decisions; and therefore, we propose to omit it. Several similar programs have also omitted the essay requirement.

**Bulletin Changes**

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| **Instructions** |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Please include a before (with changed areas highlighted) and after of all affected sections.**  **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.** |

p. 125 2021-22 Graduate Bulletin

Program of Study for the Master of Science   
in Sport Administration Degree  
PURPOSE OF THE DEGREE  
The M.S. Sport Administration degree in the Department of Health, Physical Education & Sport   
Sciences is designed as a 36-credit hour program that serves graduate students interested in preparing   
for management or administrative opportunities in professional sports, intercollegiate and interscholas-  
tic athletics, sport facilities, and sports marketing and management agencies.  
ADMISSION REQUIREMENTS  
Applicants must meet the admission requirements of the A-State Graduate Admissions and the   
specific program requirements. The minimum requirement for admission is the baccalaureate degree   
or its equivalent from an accredited institution.  
Applicants must present evidence of potential ability to perform academic work at the advanced   
graduate level.  Past grade performance will be used to provide the primary data for judging academic ability~~. Other indicators, such as quality of writing in the Applicant’s prepared statement and faculty   
references, will also be considered~~. Based on past academic performance, an applicant must qualify   
for either unconditional or conditional admission status.  
• For unconditional admission, students are required to have a minimum:  ~~3.0 cumulative   
GPA or 3.25 GPA during the last 60 credit hours of university work.~~

-Earned at least 2.75 cumulative undergraduate GPA or a 3.0 in the last 60 hours of university work on a 4.0 scale. Students may also be admitted with a 3.0 graduate GPA over at least six earned credit hours.

~~• For conditional admission, students are required to have a 2.50 cumulative GPA or   
2.75 GPA during the last 60 credit hours of university work.~~

For conditional admission: Students may be conditionally admitted with less than a 2.75 GPA, provided work experience in the program field is detailed on the resume and supported by one professional work reference letter (past or present employer) to be submitted with application materials. For conditional admission, students must a maintain a grade of B or better for the first 12 hours of graduate work in the program.

Applicants are required to submit the following:  
• Official transcripts as verification of all coursework and degree(s).  
• ~~A formal Statement of Goals which should explain in at least 500 words why he/she   
wants to be admitted into the program and what he/she plans to do with the M.S. in   
Sport Administration degree.~~  
• A current resume.  
• ~~At least two letters of recommendation from individuals who can speak to the applicants   
academic potential and professional capabilities. Applicants must have at least one   
recommendation from a university faculty member who is familiar with the applicant’s   
work as a student. The professional recommendation should come from a supervisor in   
which he/she has evaluated the applicant’s current or prior work.~~

-One professional reference letter who can speak to your professional responsibilities or academic potential.

**Appendix A, 8-Semester Plan**

(**Referenced in #2** - **Undergraduate Proposals Only)**

*Instructions: Please identify new courses in italics*.

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| **Arkansas State University-Jonesboro**  **Degree:**  **Major:**  **Year:** | | | | | | | | |
| Students requiring developmental course work based on low entrance exam scores (ACT, SAT, ASSET, COMPASS) may not be able to complete this program of study in eight (8) semesters. Developmental courses do not count toward total degree hours. **Students having completed college level courses prior to enrollment will be assisted by their advisor in making appropriate substitutions. In most cases, general education courses may be interchanged between semesters.** A minimum of 45 hours of upper division credit (3000-4000 level) is required for this degree. | | | | | | | | |
| **Year 1** | | | |  | **Year 1** | | | |
| **Fall Semester** | | | |  | **Spring Semester** | | | |
| **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |  | **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |
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| **Year 2** | | | |  | **Year 2** | | | |
| **Fall Semester** | | | |  | **Spring Semester** | | | |
| **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |  | **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |
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| **Year 3** | | | |  | **Year 3** | | | |
| **Fall Semester** | | | |  | **Spring Semester** | | | |
| **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |  | **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |
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| **Total Hours** |  |  |  |  | **Total Hours** |  |  |  |
| **Year 4** | | | |  | **Year 4** | | | |
| **Fall Semester** | | | |  | **Spring Semester** | | | |
| **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |  | **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |
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| **Total Hours** |  |  |  |  | **Total Hours** |  |  |  |
| **Total Jr/Sr Hours \_\_\_ Total Degree Hours \_\_\_** | | | | | | | | |
| **Graduation Requirements:** | | | | | | | | |