DEPARTMENT OF HUMAN NUTRITION, FOODS, AND EXERCISE

PLAN OF STUDY ***WORKSHEET***

NOTE:

Your actual POS will be entered online at: [HNFE Graduate Plan of Study](https://docs.google.com/forms/d/e/1FAIpQLSeFVezvDvXDEHd30PMAKgq-_BVqCwtl1mVDcHg_fJprEtihig/viewform) and a pdf will be generated for printing committee member signatures.

Please provide information requested below to submit your Plan of Study to HNFE. Once approved at the department level, we will submit your POS for Graduate School approval, which usually takes four to six weeks. If you have any questions, contact Graduate Program Coordinator Lisa Jones at [lijones5@vt.edu](mailto:lijones5@vt.edu).

|  |  |
| --- | --- |
| Student name: |  |
| Student ID #: |  |
| Leading to the degree of:  MS  PhD | I am a BS/MS Student:  Yes  No |

**Research Courses:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Term | Dept. | Course # | Credits | Course title |
| Research Course |  |  |  |  |  |
| Research Course |  |  |  |  |  |
| Research Course |  |  |  |  |  |
| Research Course |  |  |  |  |  |
| Research Course |  |  |  |  |  |

**5000 Level and Above Course (VIRGINIA TECH):**

Note: BS/MS students, please do not include 5000 level courses taken your senior year. These should be included in transfer section below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Term | Dept. | Course # | Credits | Course title |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |
| 5000 level and above Course |  |  |  |  |  |

**4000 Level Courses (VIRGINIA TECH):**

(Note: BS/MS students, please do not include 4000 level courses taken your senior year. These should be included in transfer section below.)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Term | Dept. | Course # | Credits | Course title |
| 4000 level and above Course |  |  |  |  |  |
| 4000 level and above Course |  |  |  |  |  |
| 4000 level and above Course |  |  |  |  |  |
| 4000 level and above Course |  |  |  |  |  |

**Supporting Courses (VIRGINIA TECH):**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Term | Dept. | Course # | Credits | Course title |
| Supporting Course |  |  |  |  |  |
| Supporting Course |  |  |  |  |  |
| Supporting Course |  |  |  |  |  |
| Supporting Course |  |  |  |  |  |
| Supporting Course |  |  |  |  |  |
| Supporting Course |  |  |  |  |  |
| Supporting Course |  |  |  |  |  |

**Transfer Courses:** Up to 50 percent of your graded course credits can be transferred from another university with Advisory Committee approval.  Students who have completed a MS at VT and are now completing a PhD in the same program may also transfer all graded course credits from their MS degree to the PhD program (this excludes research courses). Transferred courses must be approved by the advisory committee. A Course Justification Request Form must be completed for courses taken longer than five years ago.

NOTE: No courses <4000 level can be included here (except for BS/MS students, see below).  No research credit hours can be included here.

Attention BSMS students: please include the 5000 level and 4000 level courses you took during your senior year at Virginia Tech.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Term | Dept. | Course # | Credits | Course title |
| Transfer Course |  |  |  |  |  |
| Transfer Course |  |  |  |  |  |
| Transfer Course |  |  |  |  |  |
| Transfer Course |  |  |  |  |  |
| Transfer Course |  |  |  |  |  |
| Transfer Course |  |  |  |  |  |
| Transfer Course |  |  |  |  |  |

**Scholarly Ethics and Integrity Requirement (CGSP Resolution 2012-13B):**

All students are required to complete the ethics and integrity training that are outlined in the [Graduate Catalog](https://secure.graduateschool.vt.edu/graduate_catalog/policies.htm?policy=ff80808147e9ba300147f3ee1b6e0002)

To meet this requirement, students must complete the following:

* Human Subject Protections Tutorial offered by the Virginia Tech Institutional Review Board (IRB) OR, a Verification of Training from the Virginia Tech Institutional Animal Use and Care Committee (IACUC). Please submit completion certificate to Lisa Jones, [lijones@vt.edu](mailto:lijones@vt.edu).
  + [Human Subjects Training](https://about.citiprogram.org/en/series/human-subjects-research-hsr/)
  + [IACUC Training](https://www.research.vt.edu/iacuc.html)
* ALS 5324 Research Ethics in Ag and Life Sciences (1 cr) (Fall ONLY)
* GRAD 5014 Academic Integrity & Plagiarism (2 cr) Fall and Spring)
* ALS 5984 Building Multicultural Competence in Agricultural and Life Sciences (1 cr)

|  |  |  |
| --- | --- | --- |
|  | Dept. & Course # | Term |
| Human Subject Protections Tutorial OR Virginia Tech Institutional Animal Use and Care Committee (IACUC)  (Please submit to Lisa Jones, lijones5@vt.edu) |  |  |
| ALS 5324 Research Ethics in Ag and Life Sciences (1 cr)   (Fall ONLY)  ALS 5984 Building Multicultural Competence in Agricultural and Life Sciences (1 cr) |  |  |
| ***Teaching Ethics/ Integrity:***  GRAD 5014 Academic Integrity & Plagiarism (2 cr)  (BOTH SEM) |  |  |

**COMMITTEE MEMBERS**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Name | ID # | Email address |
| Faculty Advisor/  Committee Chair |  |  |  |
| Committee Member |  |  |  |
| Committee Member |  |  |  |
| Committee Member |  |  |  |
| Committee Member |  |  |  |
| Committee Member |  |  |  |
| Committee Member |  |  |  |
| Graduate Program Director | Madlyn Frisard, PhD |  |  |