# SCHOOL OF LIBRARY AND INFORMATION MANAGEMENT (SLIM)

**Web: http://www.emporia.edu/slim**
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**SLIM Mission Statement**
Educating successful library and information professionals with imagination, creativity, and innovation.

**SLIM Vision Statement**
Embracing an interdisciplinary culture of collaboration and diversity for the common good.

EMPORIA STATE UNIVERSITY has been teaching library science since 1902 and is the only library school in Kansas accredited by the American Library Association. SLIM began regional MLS programs in 1987 at the request of library professionals in areas of the country without schools of library and information studies. SLIM programs provide a flexible delivery method that enables the completion of a Master of Library Science degree in two years.

Unique attributes of all SLIM programs are current interest courses that feature trips to international locations funded by scholarships, a partnership with the Kansas Leadership Center that focuses on developing leaders in information organizations, and practicum courses that provide opportunities to apply skills learned in classes.

SLIM currently offers MLS programs in Emporia and Overland Park, Kansas; Denver, Colorado; Salt Lake City, Utah; Sioux Falls, South Dakota, and Portland, Oregon. Each program is offered in a unique combination of face-to-face, weekend-intensive classes combined with online learning. Although a number of fully-online courses are available, it is not possible to complete the program entirely online.

Each MLS program uses a cohort model. Students are recruited for a particular starting date at a specific location and move through the curriculum together in a six-semester cycle. Classes meet two weekends per course, on Friday evenings and all-day Saturday. Although all of SLIM's courses are delivered through a web-based course management system, SLIM faculty commute to the various program locations for face-to-face weekend instruction. Each MLS program location has a Regional Director who serves as a student advisor and is available in person for consultation during class weekends, by telephone and e-mail, and during office hours for individual appointments. The Regional Director also facilitates practicums, works as an advocate in the local area for students, and shares employment information.

The rewards for students in the SLIM Regional Education Program are the opportunities to earn the MLS and to develop a network of friends and colleagues. The rewards for SLIM come from the participation and perspective of many more students from multiple backgrounds, cultures, and ways of life than would be possible if the student body were limited only to those able to attend classes on the home campus.

## THE MASTER OF LIBRARY SCIENCE CURRICULUM
The SLIM Master of Library Science program curriculum presents a dynamic mix of theory, tools and application courses, and context-sensitive electives. The curriculum reflects an essential core of knowledge for information professionals, including:
- a professional philosophy and ethic of service;

- an understanding of human behavior in terms of information seeking and social interaction;
- an understanding of the information transfer process—how information and knowledge is created, recorded, disseminated, organized, diffused, utilized, preserved, and destroyed;
- comprehension of information engineering the theories supporting the organization of information for effective use;
- a working knowledge of management theory to enable leadership of an information agency; and
- knowledge of the global information infrastructure as it interfaces with local, regional, and national networks.

The theoretical base and working knowledge of information management tools prepares the student to apply his or her learning in elective courses designed for various career paths within the field of library and information management.  A capstone course provides an opportunity to synthesize the educational experience in preparation for entering the field.

## Required Courses:

| | |
|---|---|
| LI 801 Foundations of Library and Information Science | 3 hours |
| LI 802 Information-Seeking Behavior and Reference Services | 3 hours |
| LI 804 Organization of Information | 3 hours |
| LI 805 Management in Information Organizations | 3 hours |
| LI 810 Research in Library and Information Science | 3 hours |
| LI 855 Collection Development and Management | 3 hours |
| LI 880 Capstone Course: Assessing the MLS Experience | 1 hour |
| **Total** | **19 hours** |

## Technology Requirement – select one:

| | |
|---|---|
| LI 815 Information Technology | 3 hours |
| LI 843 Web Design and Development | 3 hours |
| LI 844 Database Design | 3 hours |
| OR | |
| Another approved technology course | 3 hours |
| **Total** | **3 hours** |

| | |
|---|---|
| **Elective Course Credit Hours:** | **14 hours** |
| **Total Credit Hours for MLS Degree** | **36 hours** |

## MASTER OF LIBRARY SCIENCE WITH A CONCENTRATION

In addition to the core courses, students may choose various courses in special topics, based on their interest and career goals. Some topics have been formalized into nine-credit-hour concentrations, and students may elect to complete a concentration as part of their MLS program. Upon successful completion of the requirements for a particular concentration, a statement is added to the student's transcript that shows the concentration completed under the degree awarded. (For example: Master of Library Science, Major: Library Science, Concentration: Youth Services.) Only one concentration can be added to a student's transcript.

The following concentrations are currently available:

## MASTER OF LIBRARY SCIENCE– CONCENTRATION IN ARCHIVES STUDIES

### Required Courses:

| | |
|---|---|
| LI 809 Introduction to Archives | 3 hours |
| LI 818 Archival Arrangement and Description | 3 hours |
| LI 827 Preservation Strategies | 3 hours |

| | |
|---|---|
| **Total Course Credit Hours for Concentration in Archives Studies** | **9 hours** |

## MASTER OF LIBRARY SCIENCE – CONCENTRATION IN INFORMATICS

### Required Courses:

| | |
|---|---|
| LI 800 Introduction to Informatics | **3 hours** |

**Must take 2 of the following courses:**

| | |
|---|---|
| LI 819 Information Retrieval | 3 hours |
| LI 844 Database Design | 3 hours |
| LI 887 System Analysis and Design | 3 hours |
| | **6 hours** |

| | |
|---|---|
| **Total Course Credit Hours for Concentration in Informatics** | **9 hours** |

## MASTER OF LIBRARY SCIENCE—CONCENTRATION IN LEADERSHIP AND ADMINISTRATION

**Required Courses:**

LI 850 Leadership in Information
Organizations                              3 hours

Select two (6 hours)
LI 811 Community Needs Analysis         3 hours
LI 825 Multicultural Resources and Services
for Libraries                           3 hours
LI 833 Resources and Services for Diverse
Populations                             3 hours
LI 859 Project Management in Information
Organizations                           3 hours
LI 863 Current Issues in Management in
Information Organizations               1-3 hours
LI 868 Advocacy and Information
Organizations                           3 hours
LI 870 Practicum                        1-3 hours
LI 893 Seminar in Administrative Theory  3 hours

**Total Course Credit Hours for Concentration
in Leadership and Administration         9 hours**

## MASTER OF LIBRARY SCIENCE–CONCENTRATION IN YOUTH SERVICES

**Required Courses:**

LI 829 Resources and Services for Early
Learners                                3 hours
LI 831 Resources and Services for
Children                                3 hours
LI 832 Resources and Services for Young
Adults                                  3 hours

**Total Course Credit Hours for Concentration
in Youth Services                        9 hours**

## MLS PROGRAM OBJECTIVES

SLIM MLS program outcomes that are related to teaching and learning are based on what students are to know and be able to do as a result of their course work. SLIM's web site states specifically that graduates of the SLIM Master of Library Science degree program will be able to:

1. Articulate a philosophy of ethical and client-centered information services for the library and information professions.
2. Explain and implement the development, maintenance, and management of collections and resources to meet specific information needs.
3. Explain, use, maintain, and develop systems to organize and retrieve recorded knowledge.
4. Employ current and emerging technologies effectively for communication, and to search for, identify, repackage, and deliver information resources.
5. Retrieve, evaluate, and synthesize information resources to fulfill an information needs assessment; evaluate the usefulness of these resources to the user.
6. Evaluate, critique, and discuss new research in the field; assess library or information problems and identify an appropriate research method.
7. Demonstrate a commitment to lifelong learning by participating in professional development activities and disseminating new information to colleagues and patrons.
8. Aid in effective and appropriate change in library and information services through collaboration, communication, and collegiality.

## ARCHIVES STUDIES CERTIFICATE

The Certificate in Archives Studies requires 18 credit hours of coursework, including three credit hours of practical experience via a practicum or internship. Although it is encouraged to apply for the Archives Studies Certificate program while enrolled in the MLS degree or immediately following its completion, the MLS degree or any other master's degree is not required for admission to the Archives Studies Certificate program.

**Required Courses:**
LI 809 Introduction to Archives          3 hours
LI 818 Archival Arrangement and Description 3 hours
LI 827 Preservation Strategies           3 hours
LI 873 Archives Studies Certificate Practicum 3 hours
LI 885 Bibliographic and Research Methods in
Archives                                3 hours
**Required Course Credit Hours          15 hours**
**Electives Course Credit Hours          3 hours**
LI 849 Records and Information Management 3 hours
     **OR**
MLS elective courses totaling 3 credit hours as approved by the coordinator of SLIM's Archives

Studies Certificate Program
**Total Course Credit for Archive Studies Certificate** **18 hours**
**INFORMATICS CERTIFICATE**

**Required Courses:**
LI 800 Introduction to Informatics 3 hours
LI 819 Information Retrieval 3 hours
LI 844 Database Design 3 hours
**9 hours**
**Must select 3 of the following:**
LI 887 System Analysis and Design 3 hours
LI 888 Information Technology Project
    Management 3 hours
LI 889 Knowledge Management 3 hours
LI 874 Informatics Practicum 3 hours
**9 hours**
**Total Course Credit Hours for Informatics Certificate** **18 hours**


**INFORMATION, TECHNOLOGY, AND SCIENTIFIC LITERACY CERTIFICATE**
**Required Courses:**
LI 791 or PS 791 Science, Technology, Engineering,
        and Mathematics Classrooms and
        Competitions: Asking Questions,
        and Defining Problems 3 hours
LI 792 or PS 792 Key Literacy Connections
        in STEM Subjects: Conducting
        Investigations, Analyzing, and
        Interpreting Data 3 hours
LI 793 or PS 793 Advancing and Defending
        New Ideas: Engaging an Argument
        from Evidence 3 hours
LI 794 or PS 794 STEM Skills for a Deep
        Technical Workforce:
        Obtaining, Evaluating, and
        Communicating Information 3 hours

**Total Course Credit Hours for Information, Technology, and Scientific Literacy Certificate**
**12 hours**


**LEADERSHIP AND ADMINISTRATION IN INFORMATION ORGANIZATIONS CERTIFICATE**
(Students with previous masters-level management course)

**Required Courses:**
LI 850 Leadership in Information
    Organizations 3 hours
**Select fifteen-hours of credit from any of the following courses:**
LI 811 Community Needs Analysis 3 hours
LI 825 Multicultural Resources and
    Services for Libraries 3 hours
LI 833 Resources and Services for Diverse
    Populations 3 hours
LI 859 Project Management in Information
    Organizations 3 hours
LI 863 Current Issues in Management in
    Information Organizations 1-3 hours
LI 868 Advocacy and Information
    Organizations 3 hours
LI 870 Practicum 1-3 hours
LI 893 Seminar in Administrative Theory 3 hours

**Total Course Credit Hours for Leadership and Administration in Information Organizations Certificate** **18 hours**
(Students without previous masters-level management course)
**Required Courses:**
LI 805 Management in Information
    Organizations 3 hours
LI 850 Leadership in Information
    Organizations 3 hours
**Select twelve-hours of credit from any of the following courses:**
LI 811 Community Needs Analysis 3 hours
LI 825 Multicultural Resources and Services
    for Libraries 3 hours
LI 833 Resources and Services for Diverse
    Populations 3 hours
LI 859 Project Management in Information
    Organizations 3 hours
LI 863 Current Issues in Management in
    Information Organizations 1-3 hours
LI 868 Advocacy and Information
    Organizations 3 hours
LI 870 Practicum 1-3 hours
LI 893 Seminar in Administrative Theory 3 hours

**Total Course Credit Hours for Leadership and Administration in Information Organizations Certificate** **18 hours**

## YOUTH SERVICES CERTIFICATE

### Required Courses:
LI 825 Multicultural Resources and Services for
     Libraries     3 hours
LI 829 Resources and Services for Early
     Learners     3 hours
LI 830 Current Issues in Youth Services     2 hours
LI 831 Resources and Services for Children     3 hours
LI 832 Resources and Services for Young
     Adults     3 hours
**Select one:**
LI 755 Special Topics: School Library Media
     Summer Institute     1 hour
LI 857 Advanced Programming for Youth
     Services     1 hour
**Select one:**
LI 822 Multiple Literacies in Libraries     3 hours
LI 870 Practicum     3 hours
**Required Course Credit Hours     14 hours**
**Elective Course Credit Hours     4 hours**
**Total Course Credit Hours for Youth**
**Services Certificate     18 hours**

## DUAL DEGREE PROGRAMS
To satisfy the need for library and information management professionals with subject specializations, SLIM has developed coordinated dual master's degree programs utilizing some courses taken for one degree as electives for a second degree at Emporia State University. For information about cooperative degrees in history, music, business, and English, contact SLIM at 1-800-552-4770 (toll free) or 620-341-5203. Students interested in obtaining dual degrees should discuss their plans with advisors in the respective programs as early as possible to coordinate their schedules effectively.

## SCHOOL LIBRARY MEDIA LICENSURE
SLIM and The Teachers College at Emporia State University are authorized by the Kansas State Department of Education to prepare teachers who hold a state Kansas Teaching License to become licensed School Library Media Specialists.  School Library Media Licensure requires 29 hours of selected courses within the Master of Library Science curriculum.  The admission requirements are the same as for the MLS degree.

### Required Courses:
LI 801 Foundations of Library and Information
     Management     3 hours
LI 802 Information-Seeking Behavior and
     Reference Services     3 hours
LI 804 Organization of Information     3 hours
LI 815 Information Technology     3 hours
LI 831 Resources and Services for Children     3 hours
LI 832 Resources and Services for Young
     Adults     3 hours
LI 851 Managing the School Library Media
     Center     3 hours
LI 855 Collection Development and
     Management     3 hours
LI 858 Information Literacy and Instructional
     Collaboration     2 hours
LI 876 School Library Media Elementary
     Practicum     1 hour
LI 877 School Library Media Secondary
     Practicum     2 hours

**Total Required Course Credit Hours for School**
**Library Media Licensure     29 hours**

## THE MASTER OF LIBRARY SCIENCE WITH SCHOOL LIBRARY MEDIA LICENSURE
One of the Kansas State Department of Education's requirements to become a School Library Media Specialist, in addition to holding a Kansas State Teaching License and completing the School Library Media Licensure 29-credit-hour program, is to complete a master's degree in library science, education, or other approved academic program.  To fulfill this requirement, many School Library Media Licensure students choose to complete their Master of Library Science (MLS) degree concurrently with their School Library Media Licensure program.

To complete SLIM's MLS, students must complete the following requirements in addition to the 29 credit hours of the School Library Media Licensure program:

### Required Courses:
LI 810 Research in Library and Information
     Science     3 hours
LI 880 Capstone     1 hour
**Required School Library Media Courses**
**Credit Hours     29 hours**

| Elective Course Credit Hours | 3 hours |
|---|---|
| **Required MLS Course Credit Hours** | **4 hours** |

**Total Course Credit Hours for MLS Degree with School Library Media Licensure**     **36 hours**

## MASTER OF SCIENCE IN INFORMATICS

Effective Fall 2017 MS in Informatics program will be offered through the department of Interdisciplinary Studies. Information on this program can be found on page 184.

## NURSING CONCENTRATION

**Required Courses**

| LI 897 Nursing & Healthcare Systems Technology Integration | 3 hours |
|---|---|
| LI 898 Nursing & Healthcare Informatics Applications | 3 hours |
| LI 867 Nursing and Healthcare Informatics | 3 hours |
| LI 869 Evidence-based Practice in Nursing and Healthcare | 3 hours |
| **Total Hours** | **12 hours** |

**Course Sequence:**

**Semester 1 – Fall**

| LI 800 Introduction to Informatics | 3 hours |
|---|---|
| LI 887 System Analysis and Design | 3 hours |

**Semester 2 – Spring**

| LI 888 Information Technology Project Management | 3 hours |
|---|---|
| LI 844 Database Design | 3 hours |

**Semester 3 – Summer**

| LI 889 Knowledge Management | 3 hours |
|---|---|
| LI 819 Information Retrieval | 3 hours |

**Semester 4 – Fall**

| LI 867 Nursing & Healthcare Informatics Applications | 3 hours |
|---|---|
| LI 897 Nursing & Healthcare Systems Technology Integration | 3 hours |

**Semester 5 – Spring**

| LI 898 Nursing & Healthcare Informatics Applications | 3 hours |
|---|---|
| LI 869 Evidence-based Practice in Nursing and Healthcare | 3 hours |

**Semester 6 – Summer**

| LI 874 Informatics Practicum | 6 hours |
|---|---|
| **Total** | **36 hours** |

## DOCTOR OF PHILOSOPHY—LIBRARY AND INFORMATION MANAGEMENT

The doctoral program enables students to conduct research that will contribute to society's understanding of the creation, diffusion, and utilization of information. The program also places special emphasis on developing effective teachers. The program draws upon the strengths of SLIM's academically diverse faculty, a unique curriculum designed for today's working scholar, and an environment of faculty-student interaction.

The SLIM doctorate does not require a traditional residency on campus; instead, students meet residency requirements by attending weekend-intensive classes that meet two times per course for a total of 10 hours each weekend. The classes are held at Emporia State University-Kansas City in Overland Park (Kansas City area), Kansas. Scholarships to cover travel expenses are available.

### DOCTOR OF PHILOSOPHY CURRICULUM

The doctoral curriculum is a five-tier process. Coursework in the first tier introduces students to library and information science research and theory. In the second and third tier courses, students examine fields related to their research interests in greater depth. Student may take courses from the three tiers simultaneously. Fourth tier courses prepare students for teaching and to create research proposals and dissertations. Upon successful completion of the qualifying exam and selection of the dissertation chair, students will advance to the fifth tier. The fifth tier is dedicated to proposing and writing the dissertation. After approval of the research proposal, students advance to Ph.D. candidacy status.

Tiers one and two course sequences are:
LI 900 – First fall semester
LI 903 – First fall semester
LI 892 – First fall semester
LI 890 – First spring semester
LI 891 – First spring semester
LI 904 – Second fall semester
LI 893 – Second fall semester
LI 905 – Second spring semester
LI 894 – Second spring semester
LI 940 – Second summer semester

Tier three courses provide opportunities for students to 1) customize their studies to deepen their knowledge of information science via additional SLIM graduate courses; 2) include concentrations in Instructional Design Technology and Information Systems; or 3) develop an approved specialized course of study. Tier four is preparation for the dissertation proposal on a student-centered schedule, which allows enrollment in directed readings for up to nine credit hours. Tier five is dedicated to developing the proposal and writing the dissertation under the guidance of the dissertation committee chair.

## Tier 1:  Introduction to Research and Theory

| | |
|---|---|
| LI 890 Advanced Research Strategies | 3 hours |
| LI 900 Introduction to Doctoral Studies | 1 hour |
| LI 903 Research Philosophy | 3 hours |
| LI 904 Research Strategies: Quantitative Methods and Theory | 3 hours |
| LI 905 Research Strategies: Qualitative Methods and Theory | 3 hours |
| **Total Course Credit Hours** | **13 hours** |

## Tier 2:  Foundational Courses

Students are required to take all four foundational courses in Tier 2 to ground their doctoral research in theoretical frameworks that support contemporary professional practice.

| | |
|---|---|
| LI 891 Seminar in Information Transfer | 3 hours |
| LI 892 Seminar in Information Psychology | 3 hours |
| LI 893 Seminar in Administrative Theory | 3 hours |
| LI 894 Seminar in Organization of Information | 3 hours |
| **Total Course Credit Hours** | **12 hours** |

## Tier 3: Advanced work in concentrations

To meet qualifications for the two pre-determined concentrations, students may choose 12 credit hours from the courses offered in this section (below) for Instructional Design Technology or Information Systems. For students who do not elect to pursue one of the two defined concentrations, their transcripts will state "Doctor of Philosophy in Library and Information Management." For students who elect to pursue one of the two defined concentrations, the transcript will also state "with a concentration in Instructional Design Technology" or "with a concentration in Information Systems," as appropriate.  Students who elect to take 12 credits of 800-level SLIM courses, 700-and-above-level ESU graduate courses from other ESU departments (except Instructional Design Technology or Information Systems), or 700-and-above-level graduate programs in other accredited institutions of higher learning, will not have a concentration on the diploma; however, the concentration will be evident on their transcripts. Courses chosen for Tier 3 must be appropriate for the student's doctoral studies and approved by the doctoral coordinator and the SLIM dean in advance of registration. Credits and available courses for the Instructional Design Technology Concentration and Information Systems concentrations are listed below:

## Instructional Design Technology
**(choice of 12 credit hours)**

| | |
|---|---|
| IT 800 Instructional Design | 3 hours |
| IT 810 Multimedia Design | 3 hours |
| IT 820 Designing/developing Web-based Instruction | 3 hours |
| IT 830 Contemporary Issues in Distance Education | 3 hours |
| IT 850 Implementation of Corporate Learning Systems | 3 hours |

## Information Systems Concentration
**(choice of 12 credit hours)**

| | |
|---|---|
| IS 805 Special Topics in Computer Information Systems | 1-3 hours |
| *Prerequisite: permission of instructor.* | |
| IS 813 Information Technology Project Management | 3 hours |
| IS 823 Systems Analysis and Design | 3 hours |
| *Prerequisite: IS213.* | |
| IS 843 Electronic Commerce | 3 hours |
| *Prerequisite: Background in Information Technology.* | |
| IS 872 Information Systems for Managerial Decision Making | 3 hours |
| *Prerequisite: background in computing.* | |

## Informatics Concentration
**(choice of 12 credit hours)**

| | |
|---|---|
| LI 800 Introduction to Informatics | 3 hours |
| LI 819 Information Retrieval | 3 hours |
| LI 887 Systems Analysis and Design | 3 hours |
| LI 889 Knowledge Management | 3 hours |

## Tier 4: Teaching, Readings, and Examination

LI 940 Teaching and Learning in
     Organizations         3 hours
LI 946 Directed Readings         1 hour
Directed readings prepare students for qualifying exams and proposal/dissertation research. Students are required to take at least one credit of LI 946. Directed readings may include concentration areas of studies.
**Total**         **4 hours**

## Tier 5: Proposal and Dissertation (15 hours)

Upon successful completion of the qualifying examination units and selection of the dissertation chair or co-chairs, the student will enroll in LI 947 to write the proposal under the supervision of the committee chair/co-chairs. After the proposal has been presented publicly and accepted by the student's committee and the SLIM dean, the student will advance to degree candidacy and will enroll in LI 950 to write the dissertation under the supervision of the committee chair/co-chairs. The dissertation must be approved by the dissertation committee and the SLIM dean prior to being scheduled for public presentation.

LI 947 Dissertation Proposal      3 hours
LI 950 Dissertation        12 hours

Students must complete at least 12 hours of dissertation credit and enroll in at least three credits each semester until the dissertation is completed or until eight years after admission to the doctoral program has expired. Dissertations are expected to contribute new knowledge to the field through high quality research. Dissertations will be supervised by a committee of at least three qualified members of the doctoral faculty, one of whom must be from outside the School of Library and Information Management and may be from a different university. Students must submit a Thesis/Dissertation Committee Declaration Form from the Graduate School. Students who have a concentration in Instructional Design Technology or Information Systems will have a committee member from that department; students with an approved concentration from another institute of higher education will also have a representative committee member from that discipline/institution. Upon completion of the dissertation, all students will present their research during an oral examination conducted and evaluated by the dissertation committee and open to the public.

## Continuous Enrollment

Students must be enrolled in graduate courses in fall and spring semesters at ESU or other approved institutions or be enrolled in LI 949 Continuous Enrollment under the direction of the coordinator or committee chair.

LI 949 Continuous Enrollment      1 hour

## Overview of Doctoral Course Requirements

The Graduate School requires that Ph.D. students complete 90 credit hours; 34 credits will be accepted from previous graduate degrees from accredited institutions.
Tier 1  13 credit hours
Tier 2  12 credit hours
Tier 3  12 credit hours
Tier 4   4 credit hours
Tier 5  15 credit hours
**Total  56 credit hours**

## ADMISSIONS

To begin your studies in the School of Library and Information Management, you must be admitted to the Graduate School at Emporia State University.

**Please send all materials directly to the ESU Graduate School at:**
     Graduate School
     Emporia State University
     1 Kellogg Circle
     Campus Box 4003
     Emporia, KS 66801-5087

**Graduate School Application Process for MLS program, School Library Media Licensure, Certificates**

Academic requirements are a BA or BS degree from an accredited four-year institution with an undergraduate GPA of 3.0 for full admissions. Applicants with a GPA under 3.0 may be considered for probationary admission. Applicants are expected to demonstrate competence in written and oral communication.

It is essential that applicants apply and receive

acceptance into the ESU Graduate School prior to being considered for acceptance by SLIM.  Following acceptance by the ESU Graduate School, prospective students should begin the SLIM admission process.

1.  For the Master of Library Science, your degree objective is MLS with a major in Library Science (LIS).  For the Archives Studies Certificate, your degree objective is CRT with a major in Archives Studies (ARC).  For the Library Media Specialist Licensure, your degree objective is LIC with a major in Library Media Specialist (LM).  If you have a postgraduate degree or have taken graduate course work, you must list those institutions as well. You must apply for admission online at http://www.emporia.edu/grad/appinstr.htm.

2.  Transcripts. Arrange to have an official transcript from each institution attended sent directly to the Graduate Office (see address above or on application). The grade point average that is used for admission purposes is always based on your bachelor's degree. Students are expected to have a grade point average of 3.0 overall or in the last 60 hours of course work toward the initial bachelor's degree. We consider a post-graduate degree, or graduate courses taken, to give us a full picture of your academic record.

3.  Letter of reference from two people who know you and your work (academic and/or community work) that address your intellectual capability, ability to express thoughts orally, ability to express thoughts in writing, maturity, and motivation.  The letters should also include how long the writers have known you and their relationship to you (teachers, colleague, co-worker, etc.).  References may be sealed or open.

4.  Current resume.

5.  An advising interview.

6.  A written two-page statement of objectives, double spaced (details may be found on the SLIM web site http://emporia.edu/slim under Programs: Master of Library Science).

Each application will be considered by applying the admissions criteria on an individual basis.  Academic requirements, for instance, may be waived in favor of applicants of unusual ability and background where rationale for that waiver can be demonstrated.  However, only those applicants showing strong evidence of intellectual promise and leadership potential will be admitted.

**Graduate School Application Process for Doctoral Students**

It is essential that applicants apply and receive acceptance into the ESU Graduate School prior to being considered for acceptance by SLIM.  Following acceptance by the ESU Graduate School, prospective students should begin the SLIM admission process.

The application form is available at http://www.emporia.edu/grad/appinstr.htm.  For the doctoral program application, your degree objective is PhD and the major is LIM (Library and Information Management).  You must apply for admission online at http://www.emporia.edu/grad/appinstr.htm. Other documents to send to the Graduate School are:

*   GRE scores (combined score of 304 or more on the verbal and quantitative exam portions)
*   Official transcripts sent from each institution you have attended
*   TOEFL score as evidence of fluency in English, when appropriate (score of 650) (international students only)

Following admission to the Graduate School, you must submit additional material to the Graduate School for consideration by the SLIM doctoral faculty:

*   A sample of written work that demonstrates your scholarly writing ability (published journal article, graduate research paper, etc.)
*   A 200-300 word statement outlining your career goals and research interests
*   Current resume

In some cases, an applicant who does not meet the above criteria may be admitted on academic probation.  Academic probation allows a student the

opportunity to demonstrate his/her ability to succeed with graduate level course work.

**SLIM has specific hardware, software and network requirements for all students that are specified on the SLIM website at http://tinyurl.com/SLIMtechnology**  Computer technology is integrated throughout the curriculum, including the use of Canvas, ESU's learning management system, and use of video-conferencing software. All students must have their own devices, high-speed Internet access, and current software for home use by the beginning of all SLIM programs. Full program participation requires extensive study and participation.  It is not usually possible to complete the program successfully relying only on equipment and resources at work or in a library.

Check with the financial aid office for full details about possible funding for purchase of computer equipment at https://www.emporia.edu/finaid/