Introduction

Welcome to the Department of Plant and Soil Sciences programs for graduate education. Your time as a graduate student will be one of growth with a diverse range of learning opportunities placed before you. You are ultimately responsible for your path to professionalism, but the Plant and Soil Sciences faculty are here to help. As beginning professionals we encourage you to be involved with not only your research activities, but also with your fellow students and faculty colleagues. These networking opportunities and interactions will be some of the most valuable in your graduate career and beyond. Please don't be shy, get to know both fellow students and the faculty. You are not alone. Enjoy the challenges and growth opportunities that lie ahead.

This graduate handbook provides guidance by summarizing rules and requirements of the Graduate College and those of the Department of Plant and Soil Sciences for graduation. Please become familiar with its content. What is contained here, if well understood, will save you time and expense as you navigate towards graduation. As pre-professional students it is your responsibility to become familiar with and follow the rules and requirements of the Graduate College and the Plant and Soil Sciences Department. This is especially true with respect to meeting deadlines for the submission of documents for graduation, employment, and immigration status. Please review this handbook carefully and if you do not understand some aspect consult with your advisor or the Department Graduate Coordinator. We are all interested in your success in your graduate studies and research as well as your contribution to the Departmental programs.

It is the responsibility of the Department to provide an atmosphere and environment conducive to learning, professional development, and productive research. As part of each student's departmental responsibilities and training (regardless of the source of financial support), participation in teaching, research projects, and other professional development activities may be required beyond the thesis program. These additional opportunities will provide you with a wide range of experience which will prepare you for your future professional responsibilities.

Graduate students are representatives of their major advisor, the Plant and Soil Sciences Department, and Oklahoma State University. Students are expected always to conduct themselves in a professional manner. Professional and personal networks with colleagues and faculty established in graduate school can enhance career opportunities and enjoyment. Graduate students are strongly encouraged to actively participate in departmental professional and social functions and to be active members of the Plant and Soil Sciences Graduate Student Organization (GSO). All students are expected to attend departmental seminars.

During your term as a graduate student you will likely be confronted with personal or professional problems, or both. As mature and intelligent individuals, most students prefer to solve these problems themselves. However, there are occasions when assistance from others will be necessary. As a graduate student, you should not hesitate to seek the aid of other students, faculty, or staff when confronted with a significant problem. Your major advisor, members of your graduate advisory committee, the graduate coordinator, or the Department Head are ready to help whenever possible. This is a very special time in your life and we want it to be pleasant and rewarding. We wish

your health, happiness, and success during your graduate program and in your career to follow.

Graduate Program Descriptions and Areas of Specializations

The Department of Plant and Soil Sciences offers graduate work leading to the Master of Science degree in Plant and Soil Sciences, and the Doctor of Philosophy degrees in Crop Science and Soil Science. Within these three programs are the following areas of specialization:

Crop Physiology	Soil Microbiology
Cropping Systems and Modeling	Soil Morphology and Genesis
Crop Production and Management	Soil Physics
Plant Biotechnology	Sustainable Agriculture
Plant Breeding and Genetics	Water and Waste Management
Soil Chemistry	Weed Science
Soil Fertility and Nutrient Management	

Admission to a Plant and Soil Sciences Program

Prospective students must meet the general requirements for admission to the Graduate College as set forth in the Graduate College portion of the OSU Catalog. The departmental Graduate Coordinator and faculty in an applicant's area of interest will review applications and make recommendations to the Department Head relative to the qualifications of individual applicants. Qualified applicants must be accepted by a departmental advisor prior to being considered for official admission to the University. The Department Head recommends acceptance or rejection of individual applicants to the Dean of the Graduate College.

Number of Degrees from the Department

It is the philosophy of the Department that an individual should not obtain three degrees (Bachelor's, Master's, and Doctoral) in the same field from one institution. Obtaining degrees from more than one institution enhances the educational experience and thus, the professional development and career opportunity of individuals. Students are typically discouraged from pursuing all three degrees from this Department.

Assistantship

Graduate Research (GRA) and Teaching Assistantships (GTA) are awarded on a competitive basis. Wherever possible, students with the best academic record and greatest potential for graduate study are given highest priority for assistantship support in any specific research discipline. Most assistantships are financed through extramural grants which typically

have specific research requirements. Assistantships are generally half-time (0.5 FTE), requiring the recipient to devote at least 20 hours per week on assigned research projects or teaching activities which may not be directly involved in the student's thesis or dissertation research. Assistantships are provided to give students the opportunity to devote full attention to study and graduate research.

To be successful in a graduate degree program, students must have a high degree of commitment and dedication requiring frequent evening and weekend work, so efficient time management is essential for success. Students are usually given flexibility in arranging their study and work schedules with the expectation that supervision during working hours is unnecessary. Students recruited for a GTA may subsequently be transferred to a GRA but are usually expected to serve as a GTA for several semesters. Summer support for individuals on a GTA is usually available and students should discuss opportunities for summer support with their major advisor at the beginning of their graduate program. All graduate students, whether on an assistantship or not, are expected to participate in non-thesis research and/or other activities related to professional development.

Continuance of any assistantship is contingent upon satisfactory performance, progress toward completion of the degree, and availability of funds. Performance and progress toward the degree will be reviewed annually by the student and graduate advisor in a formal annual review process. The time span for a given assistantship is set forth formally with a beginning and termination date in the letter of offer that students receive prior to coming to OSU. An extension beyond the normal termination date may be granted by the Department Head, if extenuating circumstances occur and funding is available. The extension of an assistantship must be requested by the student through his/her major advisor, and should be requested at least one month prior to the end of the designated time period. The major advisor should make this request in writing (email) to the Department Head, providing a report of the student's progress and justification for the requested extension.

Sitlington Fellowships are graduate student scholarships for the purpose of attracting outstanding new students. These scholarships will be awarded on a competitive basis to faculty in the Division of Agricultural Sciences and Natural Resources based on proposals developed around the "in support of food production research" thrust as stated in the Sitlington will. These are usually in supplement of the doctoral student stipend to the amount of $5,000 ($4000 for student support and $1000 for research support) for a maximum of three years. Department heads are the final authority in approving the use of these funds in concert with the research-related needs of the respective student.

Awards and Scholarships: The Department of Plant and Soil Sciences provides a significant number awards and scholarships every year for deserving students. These awards are announced at the annual Plant and Soil Sciences Banquet. All graduate students are encouraged to apply for these awards. The College of Agricultural Sciences and Natural Resources and the University through the Graduate College all provide significant scholarships. Information regarding the application for these scholarships and awards is distributed to graduate students via email (usually during the fall semester). Research awards through the Graduate College are also open to competition. Graduate students whose competitive demonstrated activities are encouraged to seek out and apply for these awards https://gradcollege.okstate.edu/resawards.

Tuition Waivers Fees and Work Permits: The nonresident and resident tuition for all qualifying courses taken may be waived on your behalf. Courses that do not qualify for graduate credit, and correspondence and leveling courses are not eligible for the tuition waiver. Students with 0.50 FTE (half-time) or 0.25 (quarter-time) GRA or GTA must submit a GSSI Waiver Program contract to the Graduate College at the beginning of every semester in order to receive a tuition waiver. The contract is available at http://gradcollege.okstate.edu/forms under GTA/GRA Tuition Waiver Contracts. Failure to submit the tuition waiver form in a timely manner will result the students having to pay their own tuition for that particular semester.

Students are responsible for the fees associated with their enrollment.

International students with assistantships must take additional steps throughout their program to acquire and maintain a valid work permit. Those students should consult the International Students and Scholars (ISS) office and review the information at http://iss.okstate.edu/general-employment-and-tax-information.

REQUIREMENTS FOR ADVANCED DEGREES

The minimum requirements for a Master of Science or Doctors of Philosophy degree by the Graduate College are listed in the Graduate College portion of the OSU Catalog (See Important web links below). Since this degree program accommodates a wide range of interests, the Department of Plant and Soil Sciences has established some additional requirements to ensure that students have well-balanced, high-quality programs. These departmental requirements are not subject to modification by the student's advisory committee without approval of the Department Head or his/her representative. In addition to the coursework listed below, both Master of Science and Doctors of Philosophy degrees requires completion of a research project and submission of a written thesis/dissertation documenting that research.

Students in the Department of Horticulture and Landscape Architecture may have additional requirements as set by the Horticulture and Landscape Architecture department.

Enrollment requirements: A large portion of a graduate students time and effort will be involved in coursework. New students should confer with their advisor concerning what classes to take for their first semester. New students may have a hold placed on their enrollment to ensure that the student meets with the advisor prior to enrollment. The hold can be cleared by the student's advisor. If problems are encountered, contact the departmental Graduate Coordinator.

All international students from non-English speaking countries are required to pass the TOEFL test to gain admission to OSU. International students are also required to take the TELP test before enrolling for their first semester. If a student does not pass the TELP test they must take an English course (ENGL 0003) which carries no graduate credit but must be listed on the student's plan of study.

Graduate students need to maintain **continuous enrollment** throughout their graduate career at OSU. Students on a Plant and Soil Science GRA or GTA assistantships are also required to maintain full-time continual enrollment. To be considered **full-time**, a student needs to enroll in a minimum of 9 credit hours during the fall and spring semester and 2 credit hours during the summer. However if the student is on an a half time GRA/GTA assistantship (0.5 FTE), full time enrollment is defined as 6 credit hours during the fall and spring semesters and 2 credit hours during the summer. Students receiving federal financial aid are required to enroll in at least 4 credit hours during the fall and spring semesters.

International graduate students must enroll full-time in their first semester. International graduate students on an F-1 or J-1 nonimmigrant visa are required to maintain full-time enrollment as defined above except during the final semester in which the student intends to graduate. During the final semester the international student must enroll in at least 2 credit hours. International students must complete and submit the Final Semester Verification form before the end of the 2nd week of the final semester in which the student intends to graduate. H1 visa holders are not allowed to hold graduate assistantships or enroll as full-time graduate students. International students with support from their host countries, international or US sponsors may have additional enrollment requirements which must be met (Consult with ISS). U.S. Immigration law does not require international students who are not GRAs or GTAs to be enrolled for the summer semesters.

Once a PhD student (domestic and international) has filed a plan of study, approved a dissertation proposal and passed the qualifying exams the student achieves the status of **doctoral candidate**. Doctoral candidate students are required to enroll in a minimum of 2 credit hours/semester, fall, spring and summer to achieve full time status. The student must file an Admission to Doctoral Candidacy form with the graduate school to be officially declared a doctoral candidate.

A student may not enroll in more than 12 credit hours during the fall and spring semester. During the summer sessions maximum credit hours are 3 for Session 1, 9 for Session 2, 4 for Session 3 and 4 for Session 4 with an overall maximum of 9 credit hours for all summer sessions.

A student who does not **continuously enroll** for one year must reapply and be accepted for admission to OSU before they can recommence their graduate program.

Before enrolling students should examine the course offerings in consultation with their advisor and their **plan of study** (see below) for the next semester. This is especially true if there are any deviations from the previously agreed upon plan of study. Prior to enrolling, the student should obtain an advisor clearance before attempting to enroll. It is the responsibility of the student to meet all enrollment deadlines, complete degree requirements, and to clear any deviations from the plan of study with their advisor.

If a student cannot maintain continual enrollment, the student must consult with their graduate advisor and the Graduate College before applying for a **leave of absence**. International students must consult with ISS to assure compliance with immigration law. Examples where a leave of absence may be justified are: compulsory military service, outside employment requirements, medical conditions, and some personal issues. A

student must be in good academic standing to be granted a leave of absence. Leave of absence can only be granted for a specified time period not exceeding 1 academic year with few exceptions. Students not maintaining continual enrollment will most likely experience substantial negative academic and financial consequences.

See Graduate College Enrollment requirements:
http://gradcollege.okstate.edu/enrollment

The Advisory Committee: Each student will have an advisory committee consisting of associate, full, or emeritus members of the graduate faculty in concordance with Graduate College bylaws. Prospective members of the advisory committee are selected by the student in consultation with the major advisor. The committee must be established by the end of the second semester of the student's program, and all members must have the opportunity to advise and assist in the development of the Plan of Study and the thesis research. The student ascertains the willingness of the prospective members to serve on the committee and its formal establishment is effected by the committee members' approval of the student's Plan of Study.

Masters Degree: Each student will have an advisory committee consisting of at least three (3) members of the graduate faculty, at least two must be from the Department of Plant and Soil Sciences.

PhD Degrees: An advisory committee of at least four members of the graduate faculty must be established for each student, at least two of which must be from the Department of Plant and Soil Sciences with at least one outside the Department member. Students in the Department of Horticulture & Landscape Architecture must have at least one of the committee members from the Department of Plant and Soil Sciences.

The Plan of Study: the Plan of Study is intended to document the student's coursework requirements in anticipation of graduation. The Plan of Study is not set in stone and may be modified with the consent of the student's advisor and advisory committee by submitting a revised Plan of Study. However, frequent changes in the Plan of Study are to be discouraged. Students early in the semester prior to graduation are strongly encouraged to check that the courses listed on the Plan of Study have been taken and that the course prefix and number match the transcript ***exactly***. If there are discrepancies the student must revise the Plan of Study.

Masters Degree: A Plan of Study must be approved by the student's advisory committee and filed with the Graduate College prior to the completion of the second semester (excluding summer sessions) of the degree program.

PhD Degree: A Plan of Study must be approved by the advisory committee and submitted to the Graduate College prior to the completion of the third semester in the doctoral program (See Important web links below)

Thesis/Dissertation Research Proposal: A thesis/dissertation research proposal outlining the student's rationale, objectives, methods, expected results, and timeline must be developed and reviewed by the student's advisor and advisory committee in a formal meeting to provide considered feedback on the student's research plans. If the research proposal is deemed unsatisfactory the student will be given an opportunity to submit a revised plan. If the

revised plan is still unsatisfactory the student's program will be dismissed from the program.

Masters Degree: A written research proposal must be submitted to the advisory committee prior to the end of the second semester of the student's program.

PhD Degree: The written research proposal must be submitted to the advisory committee prior to the end of the third semester of the student's program.

Teaching Experience (PhD requirement only): All students in the Plant and Soil Sciences Department who are pursuing a Ph.D. degree are required to assist in the instruction of a Plant and Soil Sciences course for a period of at least one semester. Students will receive credit for their teaching duties by enrolling in SOIL 5120- Teaching Practicum in Plant and Soil Sciences. The number of credit hours will be determined by the professor responsible for the course.

Qualifying Examination (PhD only): All PhD students are required to take a comprehensive qualifying examination covering the entire area of the student's graduate study. The examination may include both written and oral portions with the exact format and duration decided by the student's advisory committee. In order to take the qualifying examination, the student must have an approved Plan of Study on file in the Graduate College and have the approval of the advisory committee. The preliminary or qualifying examination must be passed at least six months before a degree is granted. The results of the examination are reported to the Graduate College on the Admission to Doctoral Candidacy form (See Important web links below).

In case of failure to pass any part of this examination, the student will be notified in writing of the conditions under which another examination can be taken. A second examination may not be given earlier than four months after the first exam. Failure of the second examination will result in dismissal from the student's program.

Doctoral Candidacy (PhD only): Students who have submitted an approved plan of study, a thesis/dissertation proposal and passed the qualifying examination become doctoral candidates. Doctoral candidates are only required to enroll in a minimum of 2 credit hours per semester (fall, spring and summer) until graduation to maintain continuous full-time enrollment and to qualify for assistantship support.

Thesis/Dissertation: Completion of a research project and submission of a written thesis/dissertation documenting the research efforts of the student is a requirement for the successful completion of the degree program. It is the sole responsibility of each graduate student to prepare his/her thesis in a form satisfactory to the advisory committee and the Graduate College. The departmental secretaries are not allowed to type thesis or dissertations or to make corrections on official time. In preparation for writing the thesis the student must attend the Thesis/Dissertation Format Review Workshop provided by the Graduate College or view the Thesis/Dissertation Draft Review Webinar (see important web links below).

The draft thesis/dissertation should be well written (i.e., precise, concise and grammatically correct) and must follow Graduate College guidelines. The draft should be

reviewed by qualified individuals for English grammar, style, and syntax before submitting to members of the advisory committee. When the student and advisor agree that the thesis is ready to defend, the student will arrange with the advisory committee to meet at a specified time and place for the thesis/dissertation defense. A thesis/dissertation draft must be shared with each committee member at least one week (and preferably two weeks) prior to the thesis defense. The defense can be postponed if the student does not meet the deadline and these requirements. The style and content of the thesis/dissertation must be approved by the advisory committee, and should be reflective of publications in the student's discipline.

Thesis/Dissertation Defense: A comprehensive thesis defense will be administered to each degree candidate by the student's advisory committee. The examination may be written, oral, or both. The thesis/dissertation defense will consist of an oral public presentation (not to exceed one hour with questions) of the student's research results and findings. The closed defense will immediately follow and will consist of a defense of the thesis/dissertation with the student's advisory committee and any invited guests. At the close of the defense, after the candidate has been excused, the members of the committee will discuss the student's performance. For the student to pass the defense, the thesis advisor must vote in the affirmative with no more than one member of the committee dissenting. After the decision has been rendered, the student will be informed of the decision, and the results will be transmitted to the Graduate College by submitting the signed Thesis/Dissertation Oral Defense Results form (see important web links below).

Following satisfactory completion of the defense, the candidate will make changes in the thesis as required by the advisory committee and the Graduate College. When each committee member is satisfied with the thesis, the members will sign the thesis approval page and the student will submit the approved version of the thesis to the Graduate College, electronically (See Important web links below)

A student who fails to pass the thesis defense should consult the chair of the advisory committee for explanation and further guidance. If the defense is judged inadequate, a decision on whether to permit re-examination will be made by the advisory committee. Another defense cannot be given for at least two months after the first defense.

Final Copy Submission: Masters and PhD students should receive, by email, a link to the thesis submission site shortly after the Graduate College receives the defense results. An approval page and an abstract with original advisory committee signatures on plain white paper must be submitted to the Graduate College. The format must adhere to the approved OSU guidelines (See Important web links below). The electronic submission of the thesis, the approval page, and the abstract must be received by the Graduate College typically by the Friday of pre-finals week (see important web links below).

Copyrighting the dissertation is not required, but can be done at a small additional cost. OSU participates in the National Survey of Earned Doctorates. All students must complete and submit the survey.

Graduation Forms: At the beginning of the semester in which the student intends to graduate, the student should examine the Plan of Study very carefully to identify any

deviations from the classes that were actually taken and listed on the current students transcript. If there are deviations the student should submit a revised Plan of Study for approval by the student's advisor, advisory committee and the Graduate Coordinator. Failure to clear up deviations may result in a delay in graduation. The student must also submit an advisor signed Graduation Clearance form and a Diploma Application form. Diploma applications will be accepted until Friday of finals week for the semester in which the student intends to graduate. If you would like your name to appear in the commencement ceremony program, your diploma application must be submitted by April 1 (for spring and summer graduates) or November 1 (for fall graduates).

Time Limits for Degree Completion: Requirement for graduation must be completed in 7 years for MS, and 9 years for PhD. To be counted towards graduation all courses must have been completed no more than 10 years prior to the time of graduation. All requirements for the doctorate must be completed within 4 years of passing the qualifying exam. However, the recommended completion time for a MS degree in the Department is 2 years, and 3 years for a PhD.

Academic Performance, Probation, and Termination: Students whose cumulative graduate GPA falls below 3.0 are subject to being placed on Strict Academic Probation (SAP). After SAP one (1) semester is allowed for a student to achieve a 3.0 GPA. If the student continues to receive grades below a B the student may be dismissed from the program.

A graduate student may be dismissed from the Plant and Soil Science programs for the following reasons:

1. Being placed on academic probation two (2) or more different times during the student's program.
2. Having failed the final examination for the Master's degree or the preliminary or qualifying examinations for the Ph.D. degree two (2) times.
3. Unsatisfactory progress toward a degree. Under normal conditions, a student should complete all requirements for a Master's degree within two (2) years and a Ph.D. degree within three (3) years.

In the case of consistent substandard effort the advisor may have sufficient grounds to consider dismissal of the student's program. The matter will be discussed with the student's advisory committee and if the majority of the committee members feel that dismissal may be justified then discussions will move to the Department Head and to the Dean of the Graduate College. If there is general concurrence concerning substandard performance, but not resulting is dismissal, a time period will be established for the student to correct the performance followed by another evaluation of the student's progress. If a majority of the student's advisory committee feels the weaknesses have not been corrected by the established time, a recommendation will be made to the Department Head and the Dean of the Graduate College for dismissal.

Annual Review of Student Progress: OSU requires that students meet with their advisor annually to review progress, course work, thesis research, and other areas of professional development. At this meeting the advisor will provide an honest evaluation of the strengths and areas in which the student needs improvement. The advisor will draft an evaluation

statement for the student to sign and comment on. The record will be placed in the student file for future reference.

Transfer Graduate Credits: Transfer credit for coursework at another accredited graduate institution may be applied toward graduation requirements at OSU based upon the recommendation by the advisory committee and Dean of the Graduate College as part of the Plan of Study approval process. Plant and Soil Science MS students may transfer a maximum of 9 credit hours with a B grade or better. Plant and Soil Science PhD students may also transfer 9 credit hours of B grade or better coursework, but only from institutions that grant doctoral degrees.

Important Deadlines: (See https://gradcollege.okstate.edu/graduate-college-academic-calendar)

Exit Interview: After finishing the degree program, and before leaving the University, the student is required to complete an exit interview with the Department Head. Students should contact the Departmental Secretary in AGH 369 to arrange a time for the exit interview (see Appendix B on page of this Handbook).

Specific Credit Hour Requirements for Master of Science Degree in Plant and Soil Sciences:

Credit hour requirements: To meet the graduation requirements a student must take a minimum of 30 credit hours of qualifying graduate approved coursework, including thesis hours, as approved by the student's graduate committee as indicated below:

a. 6 Thesis credit hours (PLNT or SOIL 5000)
b. 24 coursework credit hours including the following classes and qualification:
    a. A minimum of 15 credit hours of courses 5000 and above including:
        i. 1 credit hour of Graduate Seminar (PLNT or SOIL 5020).
        ii. 1 credit hour of Professional Development (Soil 5131)
        iii. No more than 3 credit hours of Problems and Special Study courses (PLNT or SOIL 5110 or 6110)
    b. Each student must complete a minimum of nine (9) credit hours of mathematics including at least three (3) credit hours of statistics, on the combined Bachelor's and Master's degree programs.
    c. No more than 9 credit hours of 3000 or 4000 level course work approved for graduate credit (those listed in the OSU catalog with an asterisk (*))
    d. It is recommended at the discretion of the graduate committee that students emphasizing soil science should complete 4 of the 5 courses listed below (or equivalent) during their undergraduate or graduate programs
        i. Soil Genesis, Morphology, and Classification (Soil 3433*)
        ii. Soil Nutrient Management (Soil 4234*)
        iii. Soil Chemistry (Soil 4893* or Soil 5223)
        iv. Soil Physics (Soil 4683 or Soil 6583*)
        v. Soil Microbiology (Soil 4483*)

A student may take a maximum of 3 research credit hours (PLNT or Soil 5230). All students must indicate on their Plan of Study whether or not their research will involve human subjects. If human subjects are to be used, approval must be received from the Institutional Research Board (IRB) prior to the beginning of the research.

A useful listing of departmental courses and the semester in which they may be taught can be found in Appendix A of this Handbook.

Specific Requirements for Doctor of Philosophy in Crop Science

Credit hour requirements: A student must take a minimum of 60 credit hours beyond a MS degree or 90 credit hours beyond a B.S. degree of qualifying coursework, including thesis hours, as approved by the student's graduate committee as indicated below.

1. A total of 60 credit hours beyond the MS degree
    a. 15 thesis credit hours (PLNT 6000)
    b. 27 credit hours of coursework including the following classes and qualification:
        i. 2 credit hours of Seminar (Plant 5020) taken two separate times during the student's studies. The first seminar will consist of a topic agreed upon by the student and professor in charge of SOIL 5020 and should be relevant to a current controversy, significant research discovery, or other important issue related to Oklahoma or world agriculture. The second seminar will consist of a presentation of the student's research.
        ii. 1 credit hour of Professional Development (SOIL 5131 Professional Development Colloquium in Plant and Soil Sciences)
        iii. 1 credit hour or more of teaching experience (SOIL 5120 Teaching Practicum in Plant and Soil Sciences)
        iv. 15 (minimum) credit hours of courses in PLNT or SOIL qualifying for graduate credit (those with (*) in OSU course catalog).
        v. 6 credit hours of statistics for the combined MS and PhD programs
        vi. 9 credit hours in the student's area of specialization
        vii. No more than fifteen (15) credit hours of 3000* or 4000* level courses can be approved for graduate credit
        viii. No more than 6 credit hours of Problems and Special Studies (PLNT 5110) and Advanced Topics and Conference (PLNT 6010) can be approved for graduate credit
    c. 18 additional credit hours as coursework, thesis hours (PLNT 6000) or research hours (PLNT 5230- maximum of 8 credit hours total) can be granted towards graduation.

    All students must indicate on their plans of study whether or not their research will involve human subjects. If human subjects are to be used, approval must be received from the Institutional Research Board (IRB) prior to the beginning of the research.

Specific Requirements Doctor of Philosophy Degree in Soil Science

1. A total of 60 credit hours beyond the MS degree
    a. 15 thesis credit hours (PLNT 6000)
    b. 27 credit hours of coursework including the following classes and qualification:
        i. 2 credit hours of Seminar (Plant 5020) taken two separate times during the student's studies. The first seminar will consist of a topic agreed upon by the student and professor in charge of SOIL 5020 and should be relevant to a current controversy, significant research discovery, or other important issue related to OK or world agriculture. The second seminar will consist of a presentation of the student's research.
        ii. 1 credit hour of Professional Development (SOIL 5131 Professional Development Colloquium in Plant and Soil Sciences)
        iii. 1 credit hour or more of teaching experience (SOIL 5120 Teaching Practicum in Plant and Soil Sciences)
        iv. 15 (minimum) credit hours of Courses in PLNT or SOIL qualifying for graduate credit (those with (*) in OSU course catalog).
        v. At least three (3) credit hours of math, at the level of calculus or above on the combined BS, MS or PhD programs, and at least six (6) graduate credit hours of graduate level statistics are required on the combined M.S. and Ph.D. programs
        vi. At least nine (9) credit hours related to the student's specialty area
        vii. No more than 15 credit hours of 3000* or 4000* level courses can be approved for graduate credit
        viii. It is recommended that the student at the discretion of the graduate committee complete 5 courses in areas listed below during the undergraduate and graduate degree programs at the 3000 level or above:
            1. Soil Genesis, Morphology, and Classification
            2. Soil Nutrient Management
            3. Soil Chemistry
            4. Soil Physics
            5. Soil Microbiology
        ix. No more than 6 credit hours of Problems and Special Studies (PLNT 5110) and Advanced Topics and Conference (PLNT 6010) can be approved for graduate credit
        x. The PhD Plan of Study must include at least thirty (30) graduate credit hours from Oklahoma State University
        xi. The Plan of Study may list no more than nine (9) transfer hours from non-PhD granting institutions, approved by the student's committee.
        xii. The student's graduate advisor or committee may recognize specific deficiencies and require additional course work to attain proficiency. This "leveling" course work may not count toward the credits required to obtain the degree, and may or may not qualify for tuition waiver. The Graduate

College will grant or reject tuition waiver on leveling courses on a case by case basis

c. 18 additional credit hours as coursework, thesis hours (PLNT 6000) or research hours (PLNT 5230- maximum of 8 credit hours total) can be granted towards graduation.

Important Web Links (these are subject to change. Also visit the Graduation Checklist site for graduation information, Be aware of deadlines listed in the current Graduate College Academic Calendar):

Link	URL
OSU graduate Catalog	http://registrar.okstate.edu/University-Catalog-Online
Graduate College Home Page	http://grad.okstate.edu/
Responsible Research Conduct	http://compliance.okstate.edu/rcr/rcr-index
Graduate College Academic Calendar-deadlines, and links	https://gradcollege.okstate.edu/graduate-college-academic-calendar
Plan of Study	http://grad.okstate.edu/planofstudy
Enrollment requirements	http://gradcollege.okstate.edu/enrollment
Thesis Dissertation Workshop	https://gradcollege.okstate.edu/content/guide-graduation-thesis-and-dissertation-degree-candidates
Online Thesis/Dissertation Webnar	https://gradcollege.okstate.edu/tdg
Thesis/ Dissertation Guidelines and Checklists	http://gradcollege.okstate.edu/tdg
Thesis/Dissertation Oral Defense Results	http://www.gradcollege.okstate.edu/forms
Advisory Committee Change Request	http://grad.okstate.edu/content/committee change-0
Admission to Doctoral Candidacy	http://grad.okstate.edu/sites/default/files/AdmDocCandidacy2013.pdf
Diploma Application	http://registrar.okstate.edu/index.php?option=com_content&view=article&id=23&Itemid=18
Graduation Clearance	http://grad.okstate.edu/sites/default/files/Grad_Clearance_form_0.pdf
Health Insurance and Non-Resident Waiver Eligibility Certification	http://grad.okstate.edu/forms

Departmental Policies

Enrollment in Excessive Hours for Graduate Assistants

All M.S. graduate assistants and all Ph.D. graduate assistants prior to Admission to candidacy must enroll in not fewer than six (6) credit hours during the fall and spring semesters and not fewer than two (2) credit hours for each summer session. After the achieving Doctoral Candidacy the student may take a minimum of 2 credit hours per semester. The following percentage of time and limits on enrollment are guidelines for petitioning the Graduate College for excessive hours:

If employed:	**Petition to take:**
100% or Full time	More than 4 hours (2 hours in summer)
75% or 3/4 time	More than 7 hours
50% or 1/2 time	More than 10 hours
25% or 1/4 time	More than 12 hours

These are guidelines for a regular semester. Enrollment cannot exceed a total of nine (9) hours in a summer session without a petition to the Graduate College.

General Needs and Supplies

Duplicating Machine: You must obtain an account from your advisor.

Resource Materials: Theses can be borrowed from the Plant and Soil Sciences Resource Center (268 AGH). This is done on the honor system, please return promptly when finished.

Graduate Student Keys: Graduate student keys are obtained from the main office of the Department.

Study Desk Assignments: Desk assignment requests are made by your major advisor to the Department Head. You will be placed in line for space, as it becomes available. Priority will be given to graduate assistants.

Use of Conference Rooms: Arrangements for reserving a conference room for a specific date and time are made electronically through the department web site. Reservations should be made well in advance of the date required.

Mail Distribution: Incoming mail will be sorted by floors once a day in Room 371. Graduate students must not attempt to sort mail. 371 Ag Hall has boxes assigned to graduate students. The basket for outgoing mail is also located in Room 371. Graduate students who do not have an assigned desk or mailbox may pick up mail from their advisor.

Requisitions: Your advisor must approve any request for supplies. Once you receive ordered items, give the packing slip or invoice to your advisor for transmission to the accounting office, Room 371 Ag Hall.

Making Purchases: On Campus – purchases (Student Union Bookstore, Chemistry Store, etc.), must be approved by the advisor and should be signed by the student. A valid account number must be given at the time of purchase. Check with your advisor for the correct account number.

Making Purchases: Off Campus - Your advisor will decide if you will attend training and receive a purchase card (p-card). P-card training will give you all the requirements for its use. If you do not receive a p-card, you should coordinate your purchases with your advisor and the accounting office. We have other avenues available for making purchases when necessary.

Greenhouse and Growth Chamber Space: Requests for bench space in the greenhouses or growth chamber space in the CERL (Controlled Environmental Research Laboratory) must be made through your advisor. Space application forms are available at CERL. You are responsible for proper care of assigned space, including maintaining cleanliness.

Telephones: Some graduate rooms have telephones, which are limited to campus and local calls.

Research Space and Equipment: Use of equipment in any laboratory is permitted only after its use has been approved and explained by the responsible person. The equipment is intended for research use by anyone in the Department, but improper use will render the equipment useless for everyone. Assignment of space in a laboratory is the responsibility of the person in charge of the laboratory. Do not move equipment from one laboratory to another without permission of the person responsible for the lab.

Departmental Computers: The computers located in Rooms 005, 168, 266 in AGH and 126 ANSI may be used by Plant and Soil Sciences students during designated periods. Programs exist for graphical analyses, data entry and management, statistical analyses, computer-assisted instruction, classroom record keeping, and word processing. Information can be transferred to and received from the computers of Computing and Information Services (CIS).

Vehicles: Pickup trucks and cars for travel on official departmental business are available. To operate a state vehicle you must be on the OSU payroll, and under no condition can a state vehicle be used for any personal purpose. There should be no small children or unauthorized persons in the vehicle. A valid U.S. driver's license is required. Cars can be rented from the University Motor Pool with written approval of your advisor and pickups are available from the Station Superintendent of the Research Station. Report any problems with vehicles to your advisor or to the Station Superintendent. In the event of an accident, fill out the report form in the vehicle glove compartment and submit to the Station Superintendent. All infractions of the law are the driver's responsibility.

Farm and Equipment*:* The equipment and tools at the Research Station are available for everyone's use for official purposes. The exception is equipment specifically assigned to a project leader or the shop foreman. Because of the high demand for a limited amount of

equipment, the following rules must be adhered to in order to maintain a satisfactory level of efficiency.

Ask the Station Superintendent or Foreman before you borrow any hand tools, tractors, farm equipment, or building materials. Use the prepared checkout slips located in the shop to borrow equipment. Return all equipment as soon as possible to its proper place.

If the equipment is broken, report it to either the Station Superintendent or Foreman so it can be repaired.

Do not use the metal lathe, welders, or power hacksaw unless special permission is obtained. These are not only expensive, but also dangerous unless you have experience in their use.

Check the oil, water, and fuel before starting any motor.

Report any accident immediately.

If in doubt about anything, ask questions. It can save you time, effort, and unnecessary problems.

Workers' Compensation Insurance: University employees are covered by Workers' Compensation Insurance. Premiums for the coverage will be paid totally by the University. The insurance provides coverage for any employee on the payroll. Coverage is automatic and occurs when an employee is placed on the payroll. Specified benefits are according to State statutes. Employee accidents requiring medical attention must be investigated and the Safety Department is responsible for investigating all such accidents.

The employee must notify the supervisor of an accident, except, of course, in those cases where the injuries render the employee incapable of this action. Generally, injured employees should report to the University Hospital for examination. However, employees have the right to select their own physician or clinic. All employees must be aware that Workers' Compensation Insurance covers only those accidental injuries, occupational diseases, or infections arising out of, and in the course of, employment. Generally, all medical bills will be paid; however, the incurred costs are screened by the State Insurance Fund to ensure that the charges are usual, reasonable, and customary.

Employees should understand that all accidents are not necessarily covered under Workers' Compensation. For a claim to be valid under Workers' Compensation, the following must be evident: sufficient notice that an accident occurred must be given; the injury was not occasioned by the willful intention of the injured employee to bring about the injury to himself/herself or of another; the injury did not result directly from the willful failure of the injured employee to use a guard or protection against accident for use pursuant to any statute or by order of the Commission of Labor; and the injury did not result or was not substantially caused by the employee's use of any drugs, chemicals, or other compounds or substances including any form or type of narcotic drugs, marijuana, stimulants, depressants or hallucinogens.

Plant and Soil Sciences Faculty - Spring 2016

Jeff Edwards
Department Head and Professor

Abit	Sergio	Assistant Professor, Soil Science
Alderman	Phillip	Assistant Professor, Agricultural Systems Modeler
Anderson	Michael	Associate Professor, Plant Physiology and Biochemistry, Plant Productivity Microbe Interactions
Arnall	D. Brian	Associate Professor, Precision Nutrient Management, Nutrients for Life Foundation Professorship of Food & Crop Nutrition
Carter	Brian	Professor, Soil Morphology, Melvin D. and Mary E. Jones Distinguished Professorship of Agronomic Sciences and Director of Environmental Sciences Program
Carver	Brett	Regents Professor, Wheat Breeding and Genetics Wheat Genetics Chair in Agriculture
Deng	Shiping	Professor, Soil Microbiology Santelmann/Warth Professorship in Agronomy
Marburger	David	Small Grains Extension Specialist
Haggard	Beatrix	Assistant Professor, Plant Science Teaching and Youth Development
Kakani	V. Gopal	Associate Professor, Bio-Energy Crop Production
Lofton	Josh	Assistant Professor, Cropping Systems Extension Specialist
Murray	Don	Regents Professor, Row Crop Weed Science, P.E. Harrill Professorship of Crop Science.
Ochsner	Tyson	Associate Professor, Applied Soil Physics, Sarkeys Distinguished Professor
Penn	Chad	Associate Professor, Soil and Environmental Chemistry
Vacant		Assistant Professor, Weed Science Extension Specialist
Raun	Bill	Regents Professor, Soil Fertility, Walter R. Sitlington Chair in Agriculture
Rocateli	Alex	Assistant Professor, Forage Systems Extension Specialist
Tadege	Million	Associate Professor, Plant Functional Genomics
Warren	Jason	Associate Professor, Soil and Water Conservation/Management Extension Specialist
Wu	Yanqi	Associate Professor, Meibergen Family Professorship in Plant Breeding, Plant Breeding and Genetics (Grasses)
Yan	Liuling	Associate Professor, Dillon and Lois Hodges Professorship in Plant and Soil Sciences, Wheat Molecular Genetics and Breeding
Zhang	Hailin	Regents Professor, Soil Fertility/Chemistry, Director of Soil, Water and Forage Analytical Laboratory, Arthur L. Reed Chair

Path to Graduation Checklist MS degree:

Action Item	Recommended Due Date
Apply for admission	At least 6 months in advance of enrollment
Be accepted by an advisor	Before admission to OSU
Enroll in classes in consultation with advisor- release advisor hold	As soon as permissible, the earlier the better
Arrive at campus	At least a week before start of first semester
Complete Responsible Conduct Training of Research requirements	1st week of the semester or earlier
Form and advisory committee	1st month of enrollment
Complete a plan of study	Before the end of the 1st semester
Plan thesis research	Before the end of the 1st semester
Write up thesis proposal	Before the end of the 1st semester
Start looking for next position	Six months before graduation
Complete most coursework	Before last semester
Complete thesis research	Before last semester
Attend thesis workshop	Before last semester
Start writing thesis	Just before last semester
Review Plan of Study for accuracy, submit revised plan if necessary	Just before last semester
Review Graduate College Academic Calendar for all deadlines	Just before last semester
Submit Graduation Clearance Form	Consult academic calendar for deadline
Submit Diploma Application Form	Consult academic calendar for deadline
Schedule thesis defense and seminar	Consult academic calendar for deadline
Submit copy of thesis to committee	Two weeks before thesis defense
Defend thesis	Consult academic calendar for deadline
Submit Final Defense Form to Graduate College	Consult academic calendar for deadline
Make changes in thesis	Consult academic calendar for deadline
Submit thesis to Graduate College	Consult academic calendar for deadline
Rent graduation clothing	Just prior to graduation
Attend graduation	Consult academic calendar for deadline
Schedule Exit Interview with Department Head	Before the end of the last semester

Graduate College Academic calendar: https://gradcollege.okstate.edu/graduate-college-academic-calendar.

Path to Graduation Checklist PhD degrees in Crop Science or Soil Science

Action Item	Recommended Due Date
Apply for admission	At least 6 months in advance of enrollment
Be accepted by an advisor	Before admission to OSU
Enroll in classes in consultation with advisor- release advisor hold	As soon as permissible, the earlier the better
Arrive at campus	At least a week before start of first semester
Complete Responsible Conduct Training of Research requirements	1st week of the semester or earlier
Form and advisory committee	1st month of enrollment
Complete a plan of study	Before the end of the 1st semester
Plan dissertation research	Before the end of the 1st semester
Write up dissertation proposal	Before the end of the 1st semester
Start looking for next position	Six months before graduation
Complete most coursework	Before last semester
Take PhD qualifying exam	After the 4th semester, but 6 months before graduation
Submit Admission to Doctoral Candidacy Form to the Registrar	After successfully completing the PhD qualifying exam
Complete dissertation research	Before last semester
Attend dissertation workshop	Before last semester
Start writing dissertation	Just before last semester
Review Plan of Study for accuracy, submit revised plan if necessary	Just before last semester
Review Graduate College Academic Calendar for all deadlines	Just before last semester
Submit Graduation Clearance Form	Consult academic calendar for deadlines
Submit Diploma Application form	Consult academic calendar for deadlines
Schedule dissertation defense and seminar	Consult academic calendar for deadlines
Submit copy of dissertation to committee	Two weeks before dissertation defense
Defend dissertation	Consult academic calendar for deadline
Submit Final Defense Form to Graduate College	Consult academic calendar for deadline
Make changes in dissertation	Consult academic calendar for deadline
Submit final dissertation to Graduate College	Consult academic calendar for deadline
Complete survey of Earned Doctorates	Just after submitting final copy of dissertation
Rent Graduation clothing	Just prior to graduation
Attend graduation	Consult academic calendar for deadline
Schedule Exit interview with Dept Head	Before the end of the last semester

Graduate College Academic calendar: https://gradcollege.okstate.edu/graduate-college-academic-calendar.

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	APPENDIX A **2014 PaSS COURSES BY SEMESTER**		
Course ID	**Title**	**Frequency**	**Semester(s)**
PLNT 1101	Orientation to Plant & Soil Science	Yearly	Fall
PLNT 1213	Introduction to Plant Soil Systems	Yearly	Fall, Spring
PLNT 2013	Applied Plant Science	Yearly	Spring
PLNT 2041	Career Development in Plant & Soil Science	Yearly	Fall
PLNT 3113	Principles of Weed Science	Yearly	Fall
PLNT 3554	Plant Genetics & Biotechnology	Yearly	Fall
PLNT 3790	Seed & Plant Identification	Yearly	Spring
PLNT 4080	Professional Internship	Yearly	Fall, Spring
PLNT 4123	Plant Environment Interactions	Even Years	Spring
PLNT 4353	Plant Breeding	Yearly	Spring
PLNT 4470	Problems & Special Study	Yearly	Fall, Spring
PLNT 4571	Professional Preparation in Plant & Soil Science	Yearly	Fall
PLNT 4573	Bioenergy Feedstock Production	Yearly	Spring (online only)
PLNT 4613	Forage & Grazingland Management	Yearly	Spring
PLNT 4673	Cropland Ecosystems	Even Years	Fall
PLNT 4990	Senior Thesis	Yearly	Fall, Spring
PLNT 5000	Master's Thesis	Yearly	Fall, Spring
PLNT 5020	Graduate Seminar	Yearly	Fall, Spring
PLNT 5110	Problems & Special Study	Yearly	Fall, Spring
PLNT 5110	Plant Science Instruction	Yearly	Fall, Spring
PLNT 5230	Research	Yearly	Fall, Spring
PLNT 5293	Plant Response to Water Stress	Odd Years	Fall
PLNT 5313	Sim Models Research Management & Policy	Even Years	Fall
PLNT 5412	Plant Breeding Methods	Yearly	Fall
PLNT 5433	Biotechnology & Plant Improvement	Yearly	Fall
PLNT 5453	Applied Plant Genomics	Even Years	Fall
PLNT 6000	Doctoral Research	Yearly	Fall, Spring
PLNT 6010	Advanced Topics & Conference	Yearly	Fall, Spring
SOIL 2124	Fundamentals of Soil Science	Yearly	Fall, Spring
SOIL 3433	Soil Genesis, Morphology, Classification	Yearly	Fall
SOIL 3883	Sustainable Agriculture	Yearly	Spring
SOIL 4210	Describing & Interpreting Soils	Yearly	Spring
SOIL 4213	Precision Agriculture	Yearly	Spring
SOIL 4234	Soil Nutrient Management	Yearly	Fall
SOIL 4363	Environmental Soil Science	Yearly	Fall
SOIL 4463	Soil & Water Conservation	Yearly	Spring
SOIL 4470	Problems & Special Study	Yearly	Fall, Spring
SOIL 4483	Soil Microbiology	Yearly	Spring
SOIL 4563	Dynamics of Wetlands, Forests and Rangeland Soils	Even Years	Fall

SOIL 4683	Soil, Water, and Weather	Yearly	Fall
SOIL 4893	Soil Chemistry Environmental Quality	Even Years	Spring
SOIL 4913	Animal Waste Management	Odd Years	Fall
SOIL 5000	Master's Thesis	Yearly	Fall, Spring
SOIL 5020	Graduate Seminar	Yearly	Fall, Spring
SOIL 5110	Problems & Special Study	Yearly	Fall, Spring
SOIL 5110	Professional Development Colloquium	Odd Years	Spring
SOIL 5110	Soil Science Instruction	Yearly	Fall, Spring
SOIL 5112	Research Methods in Plant & Soil Science	Odd Years	Spring
SOIL 5223	Soil Chemistry Environmental Quality	Odd Years	Spring
SOIL 5230	Research	Yearly	Fall, Spring
SOIL 5353	Advanced Soil Genesis & Classification	Odd Years	Fall
SOIL 5383	Advanced Soil Microbiology	Odd Years	Spring
SOIL 5483	Soil Biodegradation & Bioremediation	Even Years	Fall
SOIL 5583	Soil Physics Measurement Techniques	Even Years	Fall
SOIL 5813	Nutrient Cycling Environment Quality	Even Years	Spring
SOIL 6000	Doctoral Research	Yearly	Fall, Spring
SOIL 6010	Advanced Topics & Conference	Yearly	Fall, Spring
SOIL 6583	Soil Physics Theory	Odd Years	Fall

APPENDIX B

The initial step in the Exit Interview process is a meeting with the Head of the Department of Plant and Soil Sciences at a pre-determined date and time.

Graduate Student Exit Interview Questions

Name			
Date		**Interviewer**	
Degree Program / Advisor			

1. Why did you choose to pursue an advanced degree in Plant and Soil Sciences at OSU?	
2. If you were to start over, would you make the same decision? Why or why not?	
3. What are your plans for the future?	
4. Do you feel your graduate program has prepared you for your future plans?	
5. Are there areas in which you still feel weak or would have liked more emphasis or more training?	

6. What courses were the most beneficial to you? How or why?	

Annual Review of Plant and Soil Science Graduate Students

Student Name:

Date of Evaluation:

Degree objective: (MS-PSS, PhD-CS, PhD-SS):

Semester entered current degree program:

Semester and year of anticipated graduation:

Total number of course credit hours taken:

Current cumulative Grade Point Average:

Advisor progress rating (Satisfactory, Unsatisfactory)

PART A: Student Self Report and Self Assessment (to be completed by the student)

1. Provide a **current plan of study** with the semester when course was taken and the grade earned.
2. List other **degree requirements** completed (e.g., foreign language requirement or English proficiency during the last year.
3. Check of graduation milestones

Graduation Milestone	Checked or Dated
Plan of study approved	
Research proposal examined and approved by the advisor and advisory committee	
English language proficiency passed	
Teaching experience obtained (PhD requirement)	
Qualifying exam taken (PhD requirement only)	
Department seminars given (1 MS, 2 PhD)	
Professional development colloquium taken	
Attained doctoral candidacy (PhD only)	
Currently writing thesis/dissertation	
Scrutinized the plan of study, and graduation deadlines before the last semester of studies.	
Thesis/Dissertation defense completed	
Thesis/Dissertation submitted	
Reviewed all graduation requirements one semester before anticipated graduation	
Graduation forms completed a. Revised Plan of Study submitted b. Graduation Clearance Form submitted c. Diploma Application Form submitted	

4. List the **progress of research** and thesis/dissertation writing in the last year

5 List teaching activities that you were engaged in the last year

6. List **professional Activity** (e.g., papers, presentations (including extension), or publications) during the last year:
7. List **honors, awards, or scholarships**, or other forms of recognitions during the last year:
8. List **extenuating circumstances** during the past year that has hindered your ability to progress: if applicable:
9. Did you update your CV:

Signature of Student and Date when written review was prepared:

_____

PART B: Elements of the Department Review (to be completed by the adviser)

1. Address **areas of strength** (examples from areas such as courses, milestones completed, research, teaching, or professional activity):
2. Address areas for **growth and development** (e.g., development of research, writing, public speaking skills, and/or teaching skills, improved course performance, or project outcomes) for the next year:
3. Address **milestones to complete** (see suggestions above)/plans for the next year (e.g., courses and credit hours to complete, exams to complete, expected progress on thesis/dissertation/project, publications or other professional activity):
4. Provide **estimated Graduation Date** based on current degree progress:

Signatures of Adviser, Graduate Program Coordinator and/or Review Committee Chairperson and dates:

_____

(Please place a copy in your student file; and provide a copy to the student, send a copy to the graduate coordinator)

Meeting with Student

Note the date of meeting, who conducted the meeting, and any additional notes from the meeting.

Attachments:

Current Student CV: The current CV should contain this or additional information of academic and professional activity and accomplishments previous to the last academic year.

Student comments after the meeting:

Adviser comments after the meeting:

Crop and Soil Science Professional Information:

Tri-Society Career Center: Includes information on resume building, career development, building your brand, networking, job search, Interview tips, cover letters, salary negotiation. https://www.agronomy.org/careers
http://careers.careerplacement.org/jobseekers/resources/blueskyLMS/index.cfm.

Tri-Society Jobs Board: Includes current jobs in academia and industry, assistantship openings and postdoctoral positions. Plan ahead by knowing what jobs and job qualifications are currently available and what is required to get them. http://careers.careerplacement.org/jobs/

Tri-Society Career Profiles: Information about different careers in Agriculture from successful career professionals: https://www.careerplacement.org/career-tools/career-profiles/10768222

Tri-Society Early Career tips: Information on Academia vs Industry, Creating a Research Statement, Post Doctoral experiences, Presentation Techniques to prospective employers, Agronomy Careers, Oral communication tips, Your Elevator Talk, Government Careers, Job Retention.

Tri-Society Job Placement: https://www.careerplacement.org/meetings

Writing a Personal Statement: https://edis.ifas.ufl.edu/pdffiles/WC/WC10000.pdf

OSU Student Resources:

Career Resources: Including job search, career exploration, interview tips, resume and cover letter instruction, library resources for career development materials.
http://www.hireosugrads.com/StudentsAlumni/ResourceLibrary.aspx

Family Resource Center: Student housing, shopping shuttle schedule,
http://www.reslife.okstate.edu/frc/

Health Insurance Information:
http://gradcollege.okstate.edu/sites/default/files/student_health_plan.pdf

Information Technology: student email, wireless network, free software for students, help desk

http://www.it.okstate.edu/

Office of Multicultural Affairs: scholarships, leadership development, mentoring and cultural education programs. http://icae.okstate.edu/

Wellness Center: Programs on nutrition, health-risk assessment, cooking classes, personal training, training and certification, swimming and yoga lessons, tours
http://wellness.okstate.edu/

Student Disabilities Services: Specialized testing, classroom accomodations, academic support. http://sds.okstate.edu//

Student Union: Shopping, dining, cultural programs, graduation robes, bookstore, educational programs: http://union.okstate.edu/

University Counseling Services: Alcohol and substance abuse programs, Reboot center, OSU counseling Center. The "service is to assist students in improving the quality of life so that personal and intellectual growth can be fostered".320 Student Union 405 744 5458 http://ucs.okstate.edu/

University Health Services: Alergy Clinic**,** Womens clinic, UHS Pharmacy, Lab & X-ray services, immunizations, health topics, Doctors appointment, Insurance services. http://uhs.okstate.edu/ 1202 West Farm Rd, 405 744 7666

University Parking Services: parking permits, bicycle safety and registration and permits, citation appeal: 1006 W. Hall of Fame Ave: