

# Everything You Wanted to Know about the Psychology Major... But Didn't Know to Ask

The logo features the letters 'UF' in a stylized, orange, serif font. The letters are set within a circular emblem that has a grey center and a white outer ring. This emblem is positioned on the left side of a thick white horizontal bar that spans the width of the page. The background above the bar is orange, and below it is blue.

UF

## An Advising Guide for Psychology Students

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## Psychology Undergraduate Advising

Greetings from the Psychology Undergraduate Advising Office! We want to extend you a warm welcome to UF! Whether you are new to UF or a returning student, you probably realize that Psychology is a large major. When you have questions, you may not always know where to go or whom to ask for answers. This booklet is designed to provide you with brief how-to (or sometimes, where-to-go) instructions based on the most common questions that students have about the Psychology Major. For any questions that aren't answered by this booklet, or for more important information about the psychology major, we encourage you to visit <http://www.psych.ufl.edu/~undergrad>. To speak to an advisor in person, you can visit the advising office during office hours (listed on the above website or by phone) in the Psychology building room 135, call the office at 352-273-2115, or send an email to [psych-advising@ufl.edu](mailto:psych-advising@ufl.edu).

### When should I come to advising?

When you have a question directly related to the psychology major, you should come to the undergraduate advising office. For example, when you need:

- 1) To ask questions about requirements for the Psychology major
- 2) To ask questions about Psychology courses in our department
- 3) To ask questions about Grad School/Psychology Careers
- 4) To turn in individual work forms
- 5) To turn in permission forms (Departmentally-Controlled courses, Course Prerequisite Waiving Forms,
- 6) To obtain Department permission for Study Abroad
- 7) To obtain Department signature for Change/Add Major form (ONLY AFTER VISITING CLAS – SEE BELOW)

Here are some issues that would seem like they are taken care of by a Psychology advisor, but are actually taken care of by other offices:

| Issue   | Where you should go   |
|---|---|
| Registration holds need to be removed   | <b>College of Liberal Arts and Sciences [CLAS]</b> ( <a href="http://www.clas.ufl.edu">www.clas.ufl.edu</a> )<br>Academic Advising Center, Farrior Hall<br>Phone: 352-392-1521<br>Fax: 352-392-2905<br><a href="mailto:advisor@advising.ufl.edu">advisor@advising.ufl.edu</a> |
| Start the process of changing or add a major/minor  |   |
| Obtaining signatures for Insurance forms, Loan Deferment forms, etc. to show enrollment/good grades |   |
| Questions about General Education Requirements  |   |
| Questions about Critical Tracking Requirements  |   |
| Transfer Student Admissions, General Education Course Transfers, or AP Scores                       |   |
| Questions about Bright Futures or other Scholarships/Aid  | <b>Financial Aid</b> ( <a href="http://www.sfa.ufl.edu">www.sfa.ufl.edu</a> )<br>S-107, Criser Hall<br>Contact SFA: <a href="http://www.sfa.ufl.edu/contact-sfa/">http://www.sfa.ufl.edu/contact-sfa/</a>   |
| UF Psychology Graduate Admissions Requirements  | <b>Dept Of Psychology, Graduate Program</b><br><a href="http://www.psych.ufl.edu/index.php/pg-overview">http://www.psych.ufl.edu/index.php/pg-overview</a>  |

## Psychology Major Requirements

The psychology curriculum at UF provides a strong background to pursue careers in psychology or to prepare students for entry into advanced professional schools such as law or medicine. The curriculum emphasizes the principles and applications of psychological knowledge, both as a natural science and as a social science. There are two tracks

available for students to follow: The **General Psychology** track and the **Behavioral and Cognitive Neuroscience (BCN)** Track. With two options to choose from, your choice of track depends on your particular career goals and on the psychology courses you find most interesting. The best thing to do in the beginning is to look at the types of classes you will need to take in each track. The General Psychology track will include coursework from a variety of different areas in psychology, like developmental psychology, social psychology, behavior analysis, etc. The BCN track will focus more on physiological and cognitive psychology as well as neuroscience courses and also requires advanced math and biology courses.

## General Psychology Specialization vs. Behavioral and Cognitive Neuroscience Specialization

|  | General Psychology   | Behavioral and Cognitive Neuroscience   |
|--|--|---|
| <b>Minimum UF GPA</b>                                  | 2.8  | 2.8   |
| <b>Major hours</b>                                     | <i>36 hours:</i><br>36 hours in Psychology   | <i>36 hours:</i><br>22 hours in Psychology;<br>14 hours can be outside Psychology in relevant Neuroscience courses or inside Psychology if desired  |
| <b>General Psychology</b>                              | <i>3 hours:</i><br>PSY 2012  | <i>3 hours:</i><br>PSY 2012   |
| <b>Required lab courses</b>                            | <i>3 hours:</i><br>PSY3213L  | <i>7 hours:</i><br>PSY3213L (3 hours) and EAB4022C or EXP4174C (4 hours)  |
| <b>Foundation-level:</b>                               |  |   |
| <b>Biological bases</b>                                | <i>3 hours:</i><br>CBH 3003, EXP 3104,<br>PSB 3002, or PSB 3340  | <i>3 hours:</i><br>PSB3002 or PSB3340   |
| <b>Developmental changes</b>                           | <i>3 hours:</i><br>DEP 3053  | None required   |
| <b>Learning and cognition</b>                          | <i>3 hours:</i><br>EAB 3002, EAB 3764, or EXP 3604   | <i>3 hours:</i><br>EXP 3604   |
| <b>Sociocultural/individual differences approaches</b> | <i>3 hours:</i><br>CLP 3144, PPE 3003, or SOP 3004   | None required   |
| <b>Additional PSY courses</b>                          | <i>18 hours:</i><br>3000-level and above Psychology courses (e.g., DEP, CLP, PSY) (one 2000-level allowed)<br>6 hours must be 4000-level courses (excluding individual work)<br>Max. 9 hours individual work | <i>20 hours:</i><br>PSY or CLP 3000-level and above (one 2000-level allowed);<br>6 hours must be 4000-level courses (excluding individual work)<br>Max. 9 hours individual work<br>***CAN TAKE APPROVED NEUROSCIENCE COURSES OUTSIDE OF PSYCHOLOGY*** |
| <b>Statistics</b>                                      | STA 2023 and STA 3024  | STA 2023 and STA 3024   |
| <b>Mathematics</b>                                     | MAC 1147 or (MAC 1114 and MAC 1140)  | MAC 2311 and MAC 2312   |
| <b>Biology</b>   | BSC 2009 or BSC 2010   | BSC 2010 and BSC 2011   |

## Taking Neuroscience Courses outside of Psychology

To see the approved Neuroscience courses which are currently approved for application toward the BCN-Psychology Degree, visit <http://www.psych.ufl.edu/~undergrad> and click the "Psychology Requirements" link. If you would like to take a course that is not on this list, you must contact the instructor of the specific course and they must sign the "Approval for Neuroscience-Relevant Courses" form (also found at <http://www.psych.ufl.edu/~undergrad>). Then, you should bring the signed form to the advising office.

## Changing Tracks

To change to a different specialization within Psychology, you must speak with a **College of Liberal Arts and Sciences [CLAS]** (<http://www.clas.ufl.edu>) advisor in Farrior Hall. Ultimately, the decision to switch tracks is left to the College. If you decide to switch later on in your undergraduate career, it is important to take those critical tracking courses before switching, as you cannot change tracks if doing so would make you off-track for the major.

## Degree Audit

The degree audit (also referred to as Universal Tracking-UT) is an online electronic system that monitors the progress of all undergraduate majors toward graduation. The degree audit helps students find the best academic path to complete their degree, provides academic advice for choosing the most appropriate major as soon as possible, and provides feedback each semester on academic progress.

To see your degree audit:

- 1) Log onto <http://www.isis.ufl.edu>
- 2) Click on "degree audit" (under "degree audit" heading, left side of page)
- 3) View your complete degree audit or view unmet requirements

Note: Course adds or drops are not reflected in your audit immediately. These transactions will not show in your audit for up to one business day. Please keep this in mind when you are looking at your audit. Courses you are registered for will show up with RG written next to them.

If you have questions about Psychology courses which are/are not showing up on your degree audit, contact the Psychology Undergraduate Advising office. For all other questions, visit a **College of Liberal Arts and Sciences [CLAS]** (<http://www.clas.ufl.edu>) advisor in Farrior Hall.

## Critical Tracking

Critical-tracking criteria are used to monitor progress through a major/degree. Usually, these criteria include a minimum UF GPA (2.8 for Psychology), completion of certain courses toward the major, and a minimum GPA in the critical-tracking courses. Your critical tracking requirements can be found in a link at the top of your degree audit. For questions about these requirements, or if you are off track, visit a **College of Liberal Arts and Sciences [CLAS]** (<http://www.clas.ufl.edu>) advisor in Farrior Hall.

## Changing/Adding Majors/Minors

If you would like to change your major, add another major, or add a minor, here are some things to consider:

- 1) You CANNOT add Psychology as a minor

- 2) ALL paperwork to add or change your major/minor begins with visiting the **College of Liberal Arts and Sciences [CLAS]**. After you have started your paperwork, then you can come to the Psychology Advising Office to obtain the appropriate department signature.
- 3) If you have questions about the possibility of changing/adding a major/minor, visit <http://www.advising.ufl.edu/information/dd.html>

## Course Registration

Students register for classes online using a computer to access ISIS (<http://www.isis.ufl.edu>). First, you will want to click on the “registration prep” link to make sure that you are able to register (e.g., that you don’t have any holds). Then, you can click on the appropriate semester under the heading “Register Now”. If you need help with the registration process, you can contact the **College of Liberal Arts and Sciences [CLAS]**. Make sure to keep an eye out for the Registrar’s critical dates for your academic period (<http://www.registrar.ufl.edu/critdates.html>) to avoid any registration fees/penalties.

### Removing Holds

If you notice that you have a registration hold (either by checking the “registration prep” link on ISIS or by finding out when you try to register for classes), you must remove the hold before any classes can be added to your schedule. Sometimes, holds can be easily removed by filling out a form on ISIS (e.g., Emergency Contact Holds). If the holds are more involved, you need to contact the **College of Liberal Arts and Sciences [CLAS]**. The Psychology Undergraduate Advising Office cannot remove holds of any kind, and cannot register you for classes (e.g., Individual Work Courses) if you have holds on your account.

### Which Classes to Take and Where to find them

The first step to finding classes is knowing which classes to take. You can find the course requirements for both the General Psychology and Behavioral and Cognitive Neuroscience specializations at <http://www.psych.ufl.edu/~undergrad>, on the “Requirements for Psychology” link. You can also find a suggested semester-by-semester plan which includes critical tracking courses by clicking the “critical tracking requirements” link at the top of your degree audit. When you are ready to register, click on the appropriate semester under the heading “Register Now”. You can search specific courses and open dates/times for courses here. You may also visit <http://www.registrar.ufl.edu/soc> and click “course schedule” to see all of the available courses offered by specific departments.

### Waiving Course Prerequisites

Sometimes, you may want to take a course that you don’t have a prerequisite for yet. If you want to take a course for which you don’t have the prerequisite, but feel that you have the base knowledge to succeed in the course:

- 1) Go to <http://www.psych.ufl.edu/~undergrad>
- 2) Click on the “other forms” link
- 3) Print off the “Permission to Waive a Course Prerequisite” form
- 4) Obtain the signature of the instructor whose class you want to take (if the instructor gave you permission via email, you can print off the email and staple it to the form in lieu of a signature. Just make sure the email is VERY explicit about which class, which section, etc. you are receiving the permission form). NOTE: this will require you to explain to the professor why he or she should let you take the course without having the prerequisite.
- 5) Bring the form COMPLETELY FILLED OUT to the Psychology Undergraduate Advising office, who will adjust ISIS so that you can then register for the course

Please note that it is completely to the discretion of the instructor to waive the prerequisite. The Psychology Undergraduate Advising office is not part of the decision-making process, and you cannot be added without the instructor's permission for any reason, under any circumstance.

## Departmentally-Controlled Courses

For various reasons, some psychology courses are departmentally-controlled. You will know this when you try to register for something, and the section # says "DEPT". If you want to be added to a departmentally-controlled course, you must email the instructor of the course to find out the procedures for being added to that course. Note that this process does not apply for individual work courses. Please see the subheading "*Individual Work Courses*" to see how to add an individual work course.

## Full/Closed Courses

If you want to take a class which has already filled up (e.g., no more students can be added to the course because it has reached the maximum) or is already closed, there may be a way for you to still be added. Here is what you should do if you encounter a full or closed course:

- 1) Many seats open up during drop/add, so check ISIS frequently during that period. It is also important to attend the class during the first week, even if you are not yet registered, so that you do not get behind.
- 2) If no seats become available by the middle/end of drop/add, you can contact the professor directly to obtain permission to be added to a full course:
  - a. Go to <http://www.psych.ufl.edu/~undergrad>
  - b. Click on the "Other Forms" link
  - c. Print off the "Permission to Be Added To a FULL Course Form" form
  - d. Obtain the signature of the instructor whose class you want to take (if the instructor gave you permission via email, you can print off the email and staple it to the form in lieu of a signature. Just make sure the email is VERY explicit about which class, which section, etc. you are receiving the permission form).
  - e. Bring the form COMPLETELY FILLED OUT to the Psychology Undergraduate Advising office, where you will be registered for the course.

Please note that it is completely to the discretion of the instructor to allow you to be added. The Psychology Undergraduate Advising office is not part of the decision-making process, and you cannot be added without the instructor's permission for any reason, under any circumstance. Also, it is important to have a backup course ready in case you cannot be added to the course. For instance, sometimes you cannot be added because that would mean exceeding the maximum number of students allowed by fire code. MAKE SURE TO HAVE A BACKUP COURSE, so you do not miss out on finishing your Psychology major requirements.

## Individual Work Courses

As a psychology student, a **maximum of 9 total credits (NO MORE)** of Individual Work can be taken, which will count toward your Psychology Electives. The courses are variable-credit, meaning that you can choose how many credits you want to take during a semester (typically from 1 to 3 credits). The number of credits equates to a number of hours spent working. 1 credit hour = 45 semester hours, which equates to 3 hours per week in the spring/fall, 3.75 hours per week during Summer C, and 7.5 hours per week during Summer A or Summer B. All individual work courses are S/U (except PSY4905, which is graded). Here are the different types of individual work that are currently offered. Please note that there are individual maximums for each type of individual work course.

## Community Volunteer Experience (PSY4949)

- **Description:** Students can volunteer with an agency working in a psychology-relevant setting. Students interested in one of the applied fields in psychology, such as Clinical, Counseling, or School Psychology, are well served by gaining experience working with special needs populations. Work in this area might involve helping

at-risk minority children with schoolwork and social skills training, assisting mentally ill patients with their transition to community living, tutoring adolescents who are incarcerated, working in a homeless shelter, or working in a hospital. In addition to gaining knowledge about the needs of a specific population, students involved in such work learn invaluable lessons in diverse areas like communication, networking, and conflict mediation.

- Of the total 9 credits which can be applied toward your degree in the form of Individual Work credits, a maximum of 4 can be taken as Community Volunteer experience. However, you can only take between 1 and 3 credits per semester.
- There are a number of agencies which have already been approved for PSY4949. If you choose one of these, you do not need to go through the approval process. To see a list of previously approved agencies:
  - Go to <http://www.psych.ufl.edu/~undergrad>
  - Click on the “Community Volunteer Experience” link
  - Click the link that says “A current list of approved agencies, descriptions, and their contact information is posted here”
- If your agency is not on the approved list, but is relevant to psychology, there is a process for approval:
  - Go to <http://www.psych.ufl.edu/~undergrad>
  - Click on the “Community Volunteer Experience” link
  - Click the link that says “To apply for approval, have the agency fill out the site approval form completely (click here)”
  - Make sure you the agency fills out the approval form completely and returns it to the Undergraduate Coordinator in the Psychology Undergraduate Advising Office
  - The Undergraduate Coordinator will let you know if the agency has been approved
- Once your agency is approved (or if it is already approved), you must fill out “PSY 4949: Community Work in Psychology” form from <http://www.psych.ufl.edu/~undergrad> by clicking on the “Registration Forms: Individual Work Courses” link
  - Once filled out, bring the form to the Psychology Undergraduate Advising Office, where you will be registered.

### **Undergraduate Research in Psychology (PSY4911)**

- **Description:** Students participate in ongoing research in psychology, assisting in such phases as experimental design, data collection, and analysis. It is intended for students with little direct laboratory experience.
- Of the total 9 credits which can be applied toward your degree in the form of Individual Work credits, all 9 can be taken as Undergraduate Research in Psychology (however, do not take all 9 as PSY 4911 if you also want to take another individual work course, e.g., Community Volunteer Experience). You can take between 0 and 3 credits per semester.
  - If the supervisor allows you to volunteer in their lab and you cannot or do not want to take credits, you must sign up for 0 credits.
- You can check out available research opportunities to see which faculty members are searching for RAs, and what research they are currently doing by going to <http://www.psych.ufl.edu/~undergrad> and clicking on the “Research Experience” link
- If you know of a faculty member who is not currently advertising on that page, but you would still like to contact them to ask about working in their lab:
  - Go to <http://www.psych.ufl.edu/~undergrad>
  - Click on “Registration Forms: Individual Work Courses”
  - At the bottom of the page, there is a link to a list of faculty members who are eligible to supervise research. Make sure the instructor you want to work with is on that list. **If you want to work with a graduate student**, or if the person you want to work with is not on that list, they can serve as the “project supervisor”, but you **MUST** also have an eligible faculty member serve as your “faculty

sponsor". Typically, the graduate student's mentor will serve as the "faculty sponsor", but only if they are on the list of eligible faculty.

- If you are working with Dr. Tucker, then you must fill out the PCO 4911 form (Undergraduate Research in Psychology of Health Disparities) instead of PSY 4911.
- Fill out the PSY4911 form (Click link: "Registration Forms: Individual Work Courses" to find it) and have your faculty member sign the form
  - Once filled out, bring the form to the Psychology Undergraduate Advising Office, where you will be registered.

### **Introduction to Teaching in Psychology (PSY4940)**

- **Description:** Teaching experience can be obtained by becoming an undergraduate teaching assistant (TA). TAs work under the supervision of a faculty or graduate student instructor to learn about college-level teaching in psychology. Each undergraduate TA experience is unique, tailored to both the student's skills and knowledge as well as the instructor's needs. Independent of the particular course or instructor, TAs will benefit intellectually by developing their communication and leadership skills and by gaining a better understanding of the ways in which people learn.
- Undergraduate TAs are required to have completed at least two years at UF before being a TA
- Of the total 9 credits which can be applied toward your degree in the form of Individual Work credits, a maximum for 4 can be taken as Introduction to Teaching in Psychology. You can take between 0 and 3 credits per semester.
  - If the supervisor agrees to let you be a TA and you cannot or do not want to take credits, you must sign up for 0 credits.
- Make sure that you work with a faculty member who is eligible to supervise you
  - Go to <http://www.psych.ufl.edu>
  - At the top left, click on "directory"
  - At the top left, click on "faculty"
  - Everyone listed on this page is eligible to supervise you
  - **If you want to work with a graduate student**, they can serve as the "course instructor", but you **MUST** also have an eligible faculty member serve as your "faculty sponsor". Typically, the graduate student's mentor will serve as the "faculty sponsor", but only if they are on the list of eligible faculty.
- Read the Undergraduate Teaching Assistant Handbook (found at [www.psych.ufl.edu/~undergrad](http://www.psych.ufl.edu/~undergrad))
- Fill out the PSY4940 form (Click link: "Registration Forms: Individual Work Courses" to find it) and have your faculty member sign the form
  - Once filled out, bring the form to the Psychology Undergraduate Advising Office, where you will be registered.

### **Individual Work in Psychology (PSY4905)**

- **Description:** Although there are various uses for which PSY 4905 is appropriate, students typically sign up for PSY 4905 when they are in the initial stages of developing a senior honors thesis idea or when doing a directed readings course as an independent study with a professor. PSY4905 cannot be used for supervised research that should be taken under PSY 4911.
- 12 semester hours of psychology are a prerequisite for taking PSY 4905
- Of the total 9 credits which can be applied toward your degree in the form of Individual Work credits, a maximum for 4 can be taken as Individual Work in Psychology. You can take between 1 and 3 credits per semester. Remember, this course is also graded.
- Make sure that you work with a faculty member who is eligible to supervise you
  - Go to <http://www.psych.ufl.edu/~undergrad>
  - Click on "Registration Forms: Individual Work Courses"

- At the bottom of the page, there is a link to a list of faculty members who are eligible to supervise research. Make sure the instructor you want to work with is on that list. **If you want to work with a graduate student**, or if the person you want to work with is not on that list, they can serve as the “project supervisor”, but you **MUST** also have an eligible faculty member serve as your “faculty sponsor”. Typically, the graduate student’s mentor will serve as the “faculty sponsor”, but only if they are on the list of eligible faculty.
- Type up a 1-2 page proposal about what you plan to do. Your proposal must detail the nature of the individual work, how this work differs from supervised research, and the written work that you plan to produce (from which your faculty supervisor can determine an appropriate grade). Furthermore, the amount of work should be representative of the number of credits that you sign up for
- Fill out the PSY4905 form (Click link: “Registration Forms: Individual Work Courses” to find it) and have your faculty member sign the form
- Fill out the PSY4911 form for 0 credits (Click link: “Registration Forms: Individual Work Courses” to find it) and have your faculty member sign the form. This will indicate that you are taking PSY 4905 for research purposes.
  - Once filled out, bring the forms **AND** the proposal to the Psychology Undergraduate Advising Office, where you will be registered.

### Senior Thesis (PSY4970)

- **Description:** Qualified students may enroll in PSY 4970 to conduct a senior thesis, an original and substantive research project under the close supervision of a faculty member. To be eligible to earn high or highest honors, students must take at least one credit of PSY 4970 in the semester that they will defend their thesis (often the same semester they will graduate), although typically several previous semesters will have already been spent working on the thesis.
- 24 semester hours of psychology are a prerequisite for taking PSY 4970
- Of the total 9 credits which can be applied toward your degree in the form of Individual Work credits, a maximum for 4 can be taken as Senior Thesis. You can take between 1 and 3 credits per semester, and 1 credit **MUST** be taken in the semester you plan to defend your thesis.
- Find a faculty member to act as your “chair”
  - Any faculty in the psychology department (excluding adjunct faculty) can serve as a thesis chair
    - Go to <http://www.psych.ufl.edu>
    - At the top left, click on “directory”
    - At the top left, click on “faculty”
    - Everyone listed on this page is eligible to supervise you
  - **NOTE:** If the supervisor is **NOT** a faculty member in the psychology department (e.g., is in another department, such as Clinical and Health Psychology), you must find a Psychology faculty member to serve as a co-chair of your committee.
- You and the chair should then identify two other faculty members, at least one who is a psychologist with a research focus, to serve on your thesis committee.
- Once your committee is familiar with your thesis project, you should apply for IRB approval if your project is not covered by your advisor's current IRB approval, so that you can begin conducting the research.
- Type up a written thesis proposal, (at least 7 pages in length, double-spaced), consisting of an introduction and method similar to what will appear in the actual thesis. Your proposal must outline the following:
  - Specific aims or purpose of the project
  - Review of pertinent literature
  - Type and number of subjects to be tested
  - Apparatus or materials to be used
  - Techniques or procedures for data collection
  - Methods of data analysis

- Fill out the PSY4970 form (Click link: “Registration Forms: Individual Work Courses” to find it) and have all of your faculty members sign the form
  - Once filled out, bring the form AND the proposal to the Psychology Undergraduate Advising Office, where the undergraduate coordinator will review the materials.

## Transfer Credits

If you have questions about testing out of course requirements (e.g., foreign language, math, etc.), if you have questions about transferring AP credits, or if you have questions about transferring in general education requirements from a previous college/university, visit a **College of Liberal Arts and Sciences [CLAS]** (<http://www.clas.ufl.edu>) advisor in Farrior Hall. There are some limitations for courses which can be applied toward your UF degree if you are transferring in from another institution.

### Transferring Credits from a 2-year Institution (e.g., Community College)

- Students transferring from community colleges/2-year colleges can count up to 9 credits toward the major (not including Statistics, Math, or Biology requirements)
- Introductory Psychology taken at any other college will fulfill the PSY 2012 requirement and will count toward 3 of these credits
- If deemed equivalent to a UF psychology course, another 2000-level course will be counted as a 3000-level foundation course at UF and count toward 3 of these credits
- One 2000-level course can count toward 3 credits of Psychology electives.
- To see courses from other Florida institutions that have previously been approved:
  - Go to <http://www.psych.ufl.edu/~undergrad>
  - Click on the “Transfer and Transient Students” link
  - On that page, there is a link for previously approved courses by institution
  - If your course is on the list, contact the Psychology Undergraduate Advising Office, and we can make that course substitution for you on your degree audit.
  - If your Psychology course is not on this list:
    - Contact the appropriate faculty member within the department who regularly teaches the particular course to be substituted. You should bring your course syllabus (from your previous institution), along with this course substitution form.
  - If your Math, Biology, or Statistics course is not on the list:
    - Go to <http://www.psych.ufl.edu/~undergrad>
    - Click on the “Transfer and Transient Students” link
    - Under the subheading “What courses will count toward the psychology major requirements?”, there will be two different links for course substitution forms: one for Math/Biology, and one for Statistics
    - Take your course substitution form and your course syllabus (from your previous institution) to the person listed on the top of the course substitution form.
  - **If you can’t find your old course syllabus**, then you will need to get in contact with a professor from your previous institution who teaches that same course and ask them for a current syllabus.
  - If the course is judged by the faculty member to be an acceptable substitute for our Foundation course, bring it to the Psychology Undergraduate Advising Office, and we can make that course substitution for you on your degree audit.
- For out-of-state institutions, contact the Psychology Undergraduate Advising Office directly

## Transferring Credits from a 4-year Institution

- Students transferring from 4-year colleges can count up to 18 credits toward the major (not including Statistics, Math, or Biology requirements)
- Introductory Psychology taken at any other college will fulfill the PSY 2012 requirement and will count toward 3 of these credits
- If the course was taken at another Florida SUS campus, and the prefix and last three digits match the Foundation-level course here (e.g., CLP x144), then the course will automatically be counted as a Foundation course.
- Courses with the identical course number will also automatically count.
- To see courses from other Florida institutions that have previously been approved:
  - Go to <http://www.psych.ufl.edu/~undergrad>
  - Click on the “Transfer and Transient Students” link
  - On that page, there is a link for previously approved courses by institution
  - If your course is on the list, contact the Psychology Undergraduate Advising Office, and we can make that course substitution for you on your degree audit.
  - If your Psychology course is not on this list:
    - Contact the appropriate faculty member within the department who regularly teaches the particular course to be substituted. You should bring your course syllabus (from your previous institution), along with this course substitution form.
  - If your Math, Biology, or Statistics course is not on the list:
    - Go to <http://www.psych.ufl.edu/~undergrad>
    - Click on the “Transfer and Transient Students” link
    - Under the subheading “What courses will count toward the psychology major requirements?”, there will be two different links for course substitution forms: one for Math/Biology, and one for Statistics
    - Take your course substitution form and your course syllabus (from your previous institution) to the person listed on the top of the course substitution form.
  - **If you can’t find your old course syllabus**, then you will need to get in contact with a professor from your previous institution who teaches that same course and ask them for a current syllabus.
  - If the course is judged by the faculty member to be an acceptable substitute for our Foundation course, bring it to the Psychology Undergraduate Advising Office, and we can make that course substitution for you on your degree audit.
- For out-of-state institutions, contact the Psychology Undergraduate Advising Office directly

## Recommended First-Year Course Schedule for Transfer Students

If you are a transfer student, what courses you need to take will depend on how many you bring in. Here is the general recommendation for transfer students when they are planning their first-year schedules:

- The laboratory course, PSY 3213L (this is a critical tracking course that you must take in your first semester)
- One or two foundation-level courses; see "Requirements for Psychology" link for a listing of these courses
- Courses to meet CLAS requirements

Completing these requirements early will allow you time to get involved in senior-level coursework and in individual work classes such as PSY 4911 (supervised research).

## Life after UF

There are a lot of great career possibilities with a psychology degree. Many who have a psychology bachelor’s degree go on to receive their Master’s or Doctoral degree in graduate school, and some jump right into the workforce. UF has a

great Career Resource Center (<http://www.crc.ufl.edu>) for helping students look for jobs, practicing job or graduate school interviews, and showing students how to set up a resume. Here are just a few career possibilities for students who have a bachelor's degree in psychology (taken from <http://www.psywww.com/careers/entry.htm>):

| <b>Business Area</b>                          |                          |                                |
|---|--------------------------|--------------------------------|
| <b>(A minor in business would be helpful)</b> |                          |                                |
| advertising trainee                           | insurance agent          | personnel worker/administrator |
| administrative assistant                      | job analyst              | public information officer     |
| advertising agent                             | loan officer             | public relations               |
| airline reservations clerk                    | management trainee       | sales representative           |
| claims specialist                             | marketing representative | small business owner           |
| customer relations                            | marketing researcher     | store manager                  |
| employee counselor                            | media buyer              | staff training and development |
| employment counselor                          | occupational analyst     | warehouse manager              |

## **Mental Health/Social Services Area**

**(A minor in family and child studies, justice studies, health and aging studies, or sociology would be helpful)**

|                            |                                 |                             |
|----------------------------|---------------------------------|-----------------------------|
| behavior analyst           | director of volunteer services  | probation/parole officer    |
| case worker                | drug/substance abuse counselor  | program manager             |
| child protection worker    | employment counselor            | rehabilitation advisor      |
| corrections officer        | family service worker           | residential youth counselor |
| counselor aide             | group home coordinator          | social service director     |
| day care center supervisor | mental retardation unit manager | veterans' advisor           |

## **Other Positions**

**(Various other minors may be helpful when combined with psychology in these fields)**

|                              |  |   |
|------------------------------|--|---|
| affirmative action officer   | community relations officer            | hospital patient service representative |
| child care worker            | congressional aide                     | newspaper reporter                      |
| college admissions counselor | director of alumni relations (college) | park and recreation director            |
| college admissions recruiter | director of fund raising (college)     | statistical assistant                   |
| community recreation worker  | fast food restaurant manager           | technical writer                        |