Graduate Information

Master of Education Degree Program in SPORT AND RECREATION ADMINISTRATION

Information and Guidelines for Prospective Graduate Students

School of Tourism and Hospitality Management
TEMPLE UNIVERSITY®

Revised January 2008
Temple University’s School of Tourism and Hospitality Management (STHM) is the greater Philadelphia region’s leading provider of management talent in tourism, hospitality, sport, and recreation. STHM offers both undergraduate and graduate degree programs in two major areas of concentration: sport and recreation management and tourism and hospitality management.

STHM’s well-established sport and recreation management degree program has been accredited since 1978 by the Council on Accreditation of the National Recreation and Park Association (NRPA). In 1995, it became one of the first programs in the nation to receive program approval by the North American Society for Sport Management (NASSM). Both programs in sport and recreation, as well as tourism and hospitality management, build on Temple’s strong industry ties and extensive alumni network.

Graduate programs include the NASSM-approved Master of Education in Sport and Recreation Administration, the Master of Tourism and Hospitality Management, and, in conjunction with The Fox School’s PhD in Business Administration program, a doctoral degree with a concentration in tourism. Temple is the only university in the region offering these graduate programs.

The goal of the graduate program in Sport and Recreation Administration is to prepare future leaders in the areas of policymaking, management, supervision, education, and research. The program provides for the analysis of current trends, problems, and policies that affect sport and leisure services. Designed to provide a multidisciplinary approach to sport and leisure studies, with an emphasis on business and management, the program is structured to prepare students for a wide range of career opportunities in sport administration, recreation administration, and leisure services.
APPLICATION AND ADMISSIONS INFORMATION

Contact Information

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Application Procedures

Two methods can be used to obtain an application package. Please choose only ONE of the following methods:

1. Online Application (https://voyager.adminsvc.temple.edu/GradApp/Online.asp)
   
   This is a web-based application that allows you to submit the application online. It is designed in modules so you may complete sections of the application at your convenience. In order to activate your application, you will need to submit the application fee and requested credentials.

2. Download the Application in PDF (http://www.temple.edu/grad/admissions/howtoapply.htm)
   
   The full application is available online in PDF format and is writer-ready. (You will need Adobe Acrobat® [http://www.adobe.com/products/acrobat/readstep2.html] to access this information.) The application can be printed or saved to your desktop.
Please be sure to also print out the “Reference Report for Graduate Study” (http://www.temple.edu/grad/admissions/documents/GRADREFERENCEREPORT080305.pdf) and the “Academic Records Form for Graduate Study” (http://www.temple.edu/grad/admissions/documents/GRADTRANSCRIPTFORM080305.pdf) as well.

After you have submitted your application and received a PIN through the mail, you can track the receipt of your credentials and references via OWLnet® (http://owlnet.temple.edu/), Temple's student information website. You will need your ID number and PIN in order to log onto the system.

**Application Deadlines**

Fall Admission – April 15
Spring Admission – September 30

**Application Deadline for International Students**

It is important to note that the Graduate School strongly encourages applicants educated at institutions outside of the United States to **apply 90 days prior to the stated program deadline**. Applying early ensures sufficient time for non-U.S. academic credentials to be reviewed for U.S. equivalency prior to admission consideration. Furthermore, international applicants interested in being nominated for a fellowship or assistantship should submit their application materials by December 15. Additional information for International Applicants can be found on the following website: http://www.temple.edu/grad/admissions/international.htm.

**Admission Procedures**

To apply for admission, you must submit an application to the address listed above. The application is not considered complete until all five components listed below are submitted. An application fee must be enclosed with the application and is not refundable. Payment by check or postal money order must be in U.S. dollars, drawn on a U.S. bank or on a U.S. branch of a foreign bank. In addition, payment of the application fee may now be made online with those applications submitted online. Once admitted, there will be a matriculation fee required.

1. **Transcripts**

   An official transcript is required from all institutions of higher learning attended by the applicant, *regardless of the number of credits taken*.

   Applicants who attended institutions that do not issue complete academic records in English must submit official copies of native language records and literal translations prepared by an appropriate university or government official.

   International applicants who have completed a post-secondary program must:

   1. Submit with the application an official copy of the degree or certificate certified by the university that the degree was awarded.

   2. Request that official post-secondary academic records be forwarded to the Temple University department or program to which application is being made.
Transcripts from all post-secondary institutions must be submitted for the applicant by the university, even if only one course was taken. Applications that do not include all post-secondary academic records are incomplete and will not be reviewed. Unsealed post-secondary school academic records in the student’s possession are not official and, therefore, are not acceptable for admissions purposes. Temple University reserves the right to verify the authenticity of academic records, test scores, and letters of reference.

2. Results from Graduate Record Examination (GRE), Graduate Management Aptitude Test (GMAT), or Miller Analogies Test (MAT)

You are required to take one of the following standardized tests: the GRE, the GMAT, or the MAT. Test score results must be forwarded directly to Temple University by the appropriate testing agency at your request. (The Institution Code for Temple University is 2906. The GRE Department Code for the School is 4208-Hospitality Services Management.) The test administration date must be within 5 years of application. Any results older than 5 years will not be accepted.

For information on the GRE or GMAT, contact:
   Educational Testing Service
   CN 6000
   Princeton, NJ 08541-6000
   (609) 771-7670
   www.ets.org

For information on the MAT, contact:
   Harcourt Assessment, Inc.
   Miller Analogies Test
   Customer Relations
   19500 Bulverde Road
   San Antonio, Texas 78259
   (800) 622-3231 or (210) 339-8710
   www.milleranalogies.com
   or
   Measurement and Research Center
   1200 Carnell Hall
   1803 N. Broad Street
   Temple University
   Philadelphia, PA 19122
   (215) 204-8611
   http://www.temple.edu/marc/mat.html

Note: There is an additional requirement if you were educated at an institution of higher learning outside the United States. Along with taking the GRE, GMAT, or MAT, you are required to take either the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS). If you have an undergraduate degree from an American university, you are exempt from the TOEFL or IELTS, but you must take the appropriate standardized aptitude test.
Information regarding the TOEFL can be obtained at (609) 771-7100 or at www.toefl.org. (The institution code for Temple University is 2906. The department code for the school is 99 – any department not listed.)

Information regarding the IELTS can be obtained by calling 626-564-2954, or at http://www.ielts.org/. Scores for the TOEFL or the IELTS must be submitted electronically to Temple University within 2 years of the applicant’s test administration date.

You can also contact Temple University’s Office of International Services at (215) 204-7708 or ois@temple.edu, or visit the website at www.temple.edu/OIS for additional information.

3. Goal Statement

The Goal Statement (350-500 words) should include three components: academic/ professional goals, personal strengths that will contribute to success in the graduate program, and personal weaknesses that may inhibit success in the program.

4. Current Resume

5. Letters of Recommendation

Three letters of recommendation are required. These letters should be requested from individuals who are capable and prepared to make judgments on your ability to complete graduate studies. Undergraduate faculty and advisors are the best sources. Character references are acceptable, but at least one letter should be from an individual in higher education, if feasible. If your undergraduate work was completed a number of years ago, this may be a difficult request; therefore, you should use your discretion when selecting the three best references.

The applicant is responsible for ensuring that all necessary materials are received by the stated application deadline. Applications are not considered complete until all required credentials are received and the application fee is paid. Applications will not be reviewed until they are complete. All application materials become the property of Temple University and will not be copied, returned, or forwarded to another institution.

**Admission Requirements**

1. A minimum cumulative undergraduate grade point average of 3.0.

2. A minimal score at or above the 50th percentile on the GRE, GMAT, or MAT.

Non-native speakers of English who take the TOEFL must score a minimum of 550 on the paper-based version, 213 on the computer-based version, or 79 on the Internet-based version of the TOEFL to be considered for admission.

Non-native speakers of English who take the International English Language Testing System (IELTS) must score of minimum of 6.5 on the Academic portion of the test.
You will be evaluated on an individual basis by the School of Tourism and Hospitality Management Graduate Faculty Admissions Committee. The minimum requirements outlined above will serve as the basis for this evaluation. Decisions are made after all application materials are received. You are not officially admitted to the Graduate School unless you have received a letter signed by the Dean of the Graduate School indicating that you have been accepted into the degree program. You will also receive a letter signed by the Associate Dean of the School of Tourism and Hospitality Management. This letter will list your assigned advisor, his or her contact information, as well as the maximum amount of time you are allotted to complete your degree. The letter of admission will be considered valid for a maximum of 11 months from the first day of the semester in which you were expected to enroll in Graduate School, provided that you notify the School of your intent to defer admission by the end of the University’s Drop/Add date (found on the academic calendar).

**Advisors**

After admission to the Graduate School, you will be assigned an advisor. The advisor will counsel you on course offerings, registration procedures, and program requirements.

**Registration Policy**

You must be formally admitted into a program on behalf of the Graduate School to obtain a degree from the University. New students and continuing students who are in good academic and financial standing with the University may register. Graduate students must be registered for at least 1 credit every Fall and Spring semester through graduation, unless on an approved Leave of Absence.

**SPORT AND RECREATION ADMINISTRATION CURRICULUM**

**Curriculum Outline**

1. **Core Courses in Sport and Recreation Administration (18-24 s.h.)**
   - THM 5111 Research and Quantitative Methods (3 s.h.)
   - THM 5211 Administration of Sport and Recreation (3 s.h.)
   - THM 5212 Legal Issues in Sport and Recreation (3 s.h.)
   - THM 5214 Philosophy and Ethics (3 s.h.)
   - THM 5215 Marketing and Public Relations in Sport and Recreation (3 s.h.)
   - THM 5485 Graduate Internship (3-9 s.h.)

2. **Elective Courses in Sport and Recreation Administration (3-9 s.h.)**
   - THM 5221 Athletic Governance (3 s.h.)
   - THM 5222 Facility Management (3 s.h.)
   - THM 5223 Finance and Fund Raising in Sport and Recreation (3 s.h.)
   - THM 5224 Graduate Seminar in Sport and Recreation (3 s.h.)
   - THM 9995 Master’s Project (3 s.h.)
   - THM 9996 Master’s Thesis (3 s.h.)
3. External Requirements (9 s.h.)

Statistics or Computer Course (3 s.h.)

Selection will be made from approved courses in The Fox School of Business and Management. Courses will be chosen on an individual basis and with specific advisement from your curriculum advisor. The selection process will take into consideration your undergraduate and professional experience, and try to identify missing management expertise.

Course Descriptions

Core Courses in Sport and Recreation Administration (18-24 s.h.)

THM 5111 Research and Quantitative Methods (3 s.h.)

The course equips the student with an understanding of the process of pure and applied research and the scientific method, including an introduction to statistics and computer applications. It prepares the student to analyze critically the scientific literature of sport, recreation, tourism, hospitality, and leisure. The course will address the major ways of conceptualizing and designing research, and acquiring, interpreting, and disseminating data. It will focus on applied research, with the expectation that the students will learn the practical application of research uses in the professional setting.

THM 5211 Administration of Sport and Recreation (3 s.h.)

The course addresses the basic functions of management as they pertain to the administration of sport, athletic, and recreational programs. Management theory, principles, current issues, and problem areas will be addressed as they apply to all levels of programs and in all types of sponsorship: youth sports, secondary school athletics, collegiate athletics, and professional sports; public, private, voluntary, and commercial recreation programs.

THM 5212 Legal Issues in Sport and Recreation (3 s.h.)

The course addresses the legal aspects of sport, recreation, and leisure services, with a focus on tort liability, human rights liability, criminal liability, and contractual liability. Legal concepts of negligence, situations which give rise to law suits, and principles of risk management will be covered. Legal issues related to use of equipment, facility management, and accommodation for special populations will also be addressed.

THM 5214 Philosophy and Ethics (3 s.h.)

The course will apply the traditional philosophical schools of thought (Idealism, Realism, Pragmatism, and Naturalism) to the philosophy of sport and recreation. In addition, Existentialism and Humanism will be analyzed to determine the implications for organizing sport and recreation programs. The course also covers issues and problem areas associated with ethics, ethical behavior, and ethical codes of sport and recreation professional associations.
THM 5215 Marketing and Public Relations in Sport and Recreation (3 s.h.)

The marketing mix (promotions, public relations, sales, advertising, operations, pricing) as applied to various recreation and sport settings will be analyzed, as well as marketing segmentation and targeting. The case study method will be employed. The application of the principles of public relations to sport and recreation will be included. Approaches to building a positive public image for sport and recreation will be explored. Issues and problem areas associated with marketing and public relations will be analyzed.

THM 5485 Graduate Internship (3-9 s.h.)

The Graduate Internship utilizes a field placement with emphasis on acquisition and application of practical skills. One hundred and eighty contact hours will take place in an agency, under supervision of both the University internship coordinator and the agency-designated supervisor.

Elective Courses in Sport and Recreation Administration (3-9 s.h.)

THM 5221 Athletic Governance (3 s.h.)

The course addresses the various approaches to organizing and governing sport and athletic programs from school sports to professional sports, from individual conferences to international organizations. Principles, issues, and problem areas associated with the governance of individual athletic departments will be addressed as well as the principles, issues, and problem areas associated with athletic conferences, and national and international governing bodies. Specific problems in relation to the size, structure, and staff of athletic departments and sport governing bodies will be analyzed.

THM 5222 Facility Management (3 s.h.)

The principles of planning areas and facilities for sports, recreation, and parks are explored. In addition to the design and construction of specific sport and recreation facilities, approaches to standards and regional planning will be discussed. Problems and issues related to funding, maintenance, and use of sport and recreation facilities will be analyzed. The course will also include trends in facility design, construction, and maintenance.

THM 5223 Finance and Fund Raising in Sport and Recreation (3 s.h.)

This is a two-part course that concentrates on (1) the importance of fund raising in a variety of recreation and sport settings; fund raising theories and principles with application to educational, professional, and commercial recreation and sport settings, and (2) an overview of financial management in sport and recreation. Includes budgeting, purchasing, accounting, and financial modeling.

THM 5224 Graduate Seminar in Sport and Recreation (3 s.h.)

Problems involving organizational patterns and administrative functions essential to effective program organization will be analyzed. There will be special emphasis on staffing, scheduling, records, equipment, fund raising, equipment liability, and plant facilities. Sessions with leaders and practitioners in sport and administration will be included.
THM 9995 Master's Project (3 s.h.)

Sessions will be scheduled by arrangement with the Master's Project adviser. The Master's Project is limited to those who plan to earn the master's degree by completing a project.

THM 9996 Master's Thesis (3 s.h.)

Sessions will be scheduled by arrangement with the Master's Thesis adviser. The Master's Thesis is limited to those who plan to complete the master's degree by writing a thesis.

Any Graduate course in the Tourism and Hospitality Management Master’s Degree Curriculum may be used as one of the electives in the Sport and Recreation Administration Program (see the Temple University Graduate Bulletin).

SUGGESTED 4-SEMESTER PLAN FOR FULL-TIME STUDENTS
(9 s.h./semester)

**Semester 1**

- THM 5211 Administration of Sport and Recreation
- THM 5212 Legal Issues in Sport and Recreation
- THM 5214 Philosophy and Ethics

**Semester 2**

- THM 5111 Research and Quantitative Methods
- THM 5215 Marketing and Public Relations in Sport and Recreation
- SBM Outside Elective

**Semester 3**

- THM Management Elective
- THM Management Elective
- SBM Outside Elective

**Semester 4**

- THM 5485 Graduate Internship (number of credits depends upon exit option)
- Outside Elective
- THM 9995/THM 9996 Master’s Project/Master’s Thesis or Comprehensive Exam
Master of Education (M.Ed.) Exit Options and Requirements

You may select one of four options for completing the M.Ed. in Sport and Recreation Administration. The options and requirements are as follows:

**Option 1: Thesis (30 s.h.)**

a) Minimum of 18 semester hours of graduate course work in the School of Tourism and Hospitality Management. A required 3-semester-hour internship is included.
b) Minimum of 3 semester hours of thesis (THM 9996).
c) Minimum of 9 semester hours outside the School of Tourism and Hospitality Management (must include a graduate course in Statistics). *

**Option 2: Project (33 s.h.)**

a) Minimum of 21 semester hours of graduate course work in the School of Tourism and Hospitality Management. A required 3-semester-hour internship is included.
b) Minimum of 3 semester hours of project (THM 9995).
c) Minimum of 9 semester hours outside the School of Tourism and Hospitality Management (must include a graduate course in Statistics). *

**Option 3: Comprehensive Examination (36 s.h.)**

a) Minimum of 27 semester hours of graduate course work in the School of Tourism and Hospitality Management. A required 3-semester-hour internship is included.
b) Completion of a comprehensive examination.
c) Nine semester hours outside the School of Tourism and Hospitality Management (must include a graduate course in computer science). *

**Option 4: Practicum (39 s.h.)**

a) Minimum 30 semester hours of graduate course work in the School of Tourism and Hospitality Management. A required 6-semester-hour (9 credit optional) internship is included.
b) Nine semester hours outside the School of Tourism and Hospitality Management (must include a graduate course in computer science). *

* All four options require a minimum of two courses (6 s.h.) from The Fox School of Business and Management.

**Description of M.Ed. Exit Options**

**Option 1: Thesis**

1. Nature of Thesis

A thesis is the documentation of independent research. It is a formal written report of the process and results of research, extending from a specific problem to conclusions based on findings. The thesis should show that you have a command of the area of investigation, are capable of doing independent research, and are able to formulate conclusions.
2. Steps Needed

a) Completion of all course requirements.

b) A written proposal must be approved by your thesis committee composed of two graduate faculty members in the School of Tourism and Hospitality Management and one graduate faculty member outside the School. You select the thesis committee. One of the members inside the School will serve as the major thesis advisor. The proposal should include all of the elements which will go into the first three chapters of the thesis: introduction, statement of the problem, significance of the study, definition of terms, limitations, delimitations, review of related literature, and methodology. In addition, the proposal should include a reference list and appropriate appendices. The proposal must be signed, and a copy must be filed with the Director of Graduate Programs.

c) The format should conform to the guidelines of the American Psychological Association (APA). Before assembling your thesis, you should access the dissertation handbook on the Graduate School website (http://www.temple.edu/dissertationhandbook/).

d) Upon completion of the thesis, you must successfully defend the thesis at a final oral examination called by the Director of Graduate Programs and attended by all three of the thesis committee members. A vote is taken by the committee with the candidate absent from the room. Generally, the recommendations are either “passed with no revisions,” “passed pending revisions,” or “rejection.”

e) Three final copies are required. The original and one copy are submitted to the Graduate School, and one copy is submitted to the Director of Graduate Programs.

3. Suggestions

a) Ideas and preliminary work on a thesis should begin in THM 5111, the Research and Quantitative Methods course. Following the completion of the research course, you should meet with your advisor to identify a thesis advisor and a thesis committee.

b) The University provides many resources to assist you, such as the Tech Center and Paley Library.

c) You should review as many theses and dissertations as possible in your chosen topic area. Paley Library’s Scholars Information Center is a good place to begin.

Option 2: Project

1. Nature of the Project

The project is intended to give you the opportunity to engage in systematic inquiry, while allowing for creative expression in the development of a final product. After identifying a specific problem or area of investigation, the final product for the project may take such forms as a videotape, a program evaluation, a demonstration, a new design, a research paper for publication, a grant proposal, or a manual. The project may be specific to an agency.
2. Steps Needed

a) Completion of all course requirements.

b) A written proposal must be submitted to the project committee composed of two graduate faculty members selected by you in the School of Tourism and Hospitality Management. One member will serve as the major advisor for the project. The proposal should identify the area of investigation, state the significance, outline the steps to be used in systematic inquiry, and describe the nature of the final product. The written proposal must be signed by the committee and filed with the Director of Graduate Programs.

c) Upon completion of the project, you must formally present the project to the project committee at a final meeting. After you leave the room, the committee will decide if the project is approved.

d) The final project does not need to be submitted to the Graduate School or the Director of Graduate Programs.

3. Suggestions

a) See suggestions for completing a thesis.

b) Discuss ideas with various members of the graduate faculty.

Option 3: Comprehensive Examination

1. Nature of the Examination

The Comprehensive Examination is designed to test your comprehension of the total field of study and is not limited to specific information covered formally in classes. The examination requires that you demonstrate, in writing, the ability to apply, to analyze, and to synthesize information.

2. Sections Covered

Section 1: Administration
Management theory, personnel management, risk management and liability, public relations, marketing, finance/fund raising and budgeting, facility design.

Section 2: Research Methodology
Types of research, current research published, literature review, instrumentation, and internal validity.

Section 3: Problem Solving
Administrative and professional problems and problem areas.
Section 4: Professional Issues
Professional associations (mission, goals, code of ethics, professional development, professional preparation, current professional and legal issues), e.g., gender equity, affirmative action, Americans With Disabilities Act.

Section 5: Philosophy/Ethics
Philosophical schools of thought, philosophical and ethical issues concerning the field.

3. Requirements

To sit for the Comprehensive examination, you should be in the final semester of coursework or have completed all requirements except for the internship. You will be given 5 hours to complete five sections of questions. There will be at least one required question in each section, plus selected optional questions from each category. The examination will be graded by three graduate faculty members. Anonymity will be preserved. Each grader will score each question on the basis of 1 to 10, with a score of 8 or above considered passing. An average score for the total exam is recorded by each grader. Finally, an average of the three scores is determined with an average score of 8 or above needed to pass. The examination must be successfully completed as a whole. It is possible to pass the examination in sections. If, however, you are unsuccessful in any part on the first attempt, you will be given a second opportunity. If unsuccessful in the second attempt, you will be dismissed from the program.

4. Preparation

The examination is scheduled by the Director of Graduate Programs in the School of Tourism and Hospitality Management and will be offered at least one time per semester and during Summer Session I. It is your responsibility to sign up with the Director of Graduate Programs to take the examination.

You should prepare for the exam by studying materials from the required Core courses and the elective courses in the area of specialization. In addition, you should be familiar with the literature in the field.

Option 4: Practicum

1. Nature of the Practicum Option

The Practicum Option is designed for an extensive Practicum (internship) type of experience. The assumption is that you will enroll in a 6- to 9-semester-hour internship that consists of a full-time experience in a single agency for 6 to 10 months.

2. Steps Needed

a) Completion of all course requirements first is highly recommended.

b) Placement in a full-time supervised internship, under the supervision of the Director of Graduate Programs.
3. Suggestions

a) The Director of Graduate Programs and the other Graduate Faculty have numerous site information and contacts. It is suggested that you work closely with the faculty to explore a multitude of options available.

b) Interview other students who have completed the practicum requirement.

Advising Sheet

Master’s Degree Program in Sport and Recreation Administration

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<th>Thesis (30 s.h.)</th>
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Electives approved for the Master’s Program in Sport and Recreation Administration:

- THM 5221 Athletic Governance (3 s.h.)
- THM 5222 Facility Management (3 s.h.)
- THM 5223 Finance and Fund Raising in Sport and Recreation (3 s.h.)
- THM 5224 Graduate Seminar in Sport and Recreation (3 s.h.)
- Any Graduate Course in the Tourism and Hospitality Management Master’s Degree Curriculum

* The School of Tourism and Hospitality Management elective may be used for an additional 3 semester hours of Internship (THM 5485).

** A graduate level computer course is required unless a student is already computer competent.
GRADUATE FINANCIAL ASSISTANCE INFORMATION

Graduate financial assistance falls into three categories: (1) Teaching and Research Assistantships, which are awarded by the School of Tourism and Hospitality Management; (2) Graduate Externships, which are awarded in non-academic units such as the Athletic Department, Recreation Services, the Student Activities Center, and Residence Halls; and (3) Work Study Grants and Loans, which are administered by Temple University’s Department of Student Financial Services.

University-supported financial assistance is available to full-time matriculated (admitted) students only. To be eligible for assistantships or externships, students must be admitted with a minimum undergraduate grade point average of 3.25, and must maintain a minimum graduate grade point average of 3.25. All students who are assigned instructional responsibilities, where the language of instruction is English, must be certified as competent in spoken English. There are a limited number of assistantships available in the School of Tourism and Hospitality Management, and application and admission does not guarantee a position.

1. Teaching and Research Assistantships

Teaching and Research Assistantships at Temple University currently provide a stipend for 9 months, which is subject to taxation. Full-time tuition for 9 semester hours is included for each semester (Fall and Spring) during the academic year. The package offered varies slightly among departments within the University.

Teaching and Research Assistantships within the School of Tourism and Hospitality Management are reserved for students who are capable of teaching undergraduate classes in specialized academic areas or assisting in faculty research. Teaching or Research Assistants are expected to work 20 hours a week throughout the academic year.

2. Graduate Externships

Graduate Externships are available in non-academic units throughout the University, such as those in the Athletic Department, Recreation Services, the Student Activities Center, and Residence Halls. Externships provide a stipend only. They do not include tuition.

Students can access the Student Affairs website at http://www.temple.edu/studentaffairs/ge.htm for a list of non-academic units, contact addresses, and telephone numbers offering externships. Each non-academic unit has its own application procedures.

Students are also urged to investigate fellowship programs sponsored by private foundations. Further details concerning various types of support may also be obtained from the Graduate School website at http://www.temple.edu/grad/finances/index.htm or by contacting the Graduate School at (215) 204-1380 or GraduateSchool@temple.edu.

3. Student Work Study Grants and Loans

Information on Work Study Grants and Loans is available directly through Temple University’s Department of Student Financial Services. Students can contact the department at (215) 204-2244, at sfs@temple.edu, or access the website at www.temple.edu/sfs.
Teaching and Research Assistantship Application

The attached application serves in the selection process for Teaching and Research Assistants in STHM. Applications will not be evaluated until all appropriate materials and a Graduate School application have been received. Graduate support is available only to admitted students.

If you have any questions regarding graduate support through STHM, contact Dr. Michael W. Jackson, Director of Graduate Programs in Sport and Recreation Administration, at (215) 204-6298 or pierre@temple.edu.

Type of assistantship for which you are applying (check all that apply):

_____ Teaching Assistantship (TA)   _____ Research Assistantship (RA)
_____ Graduate Externship   _____ Tuition Scholarship

Program of Study:

_____ Sport and Recreation Administration (M.Ed.)
_____ Tourism and Hospitality Management (M.T.H.M.)
_____ Business Administration – Tourism (Ph.D.)

Applying for:  _____ (Fall 20___)    _____ Spring 20____)

Name: ______________________________________________________________________________

   Last      First      Middle

Present Address: ______________________________________________________________________

City __________________________     State ________    Zip ________    Country _________________

Telephone: (Day) ________________________ (Evening) _________________________________

E-mail Address: ______________________________________________________________________

Permanent Mailing Address (if different from above):

Address: ____________________________________________________________________________

City __________________________     State ________    Zip ________    Country _________________

Permanent Telephone (if different from above): _____________________________________________

Return this application, with an additional copy of your resume, directly to:

Dr. Michael W. Jackson
Director of Graduate Programs in Sport and Recreation Administration
School of Tourism and Hospitality Management
1700 N. Broad Street, Suite 301-M (062-62)
Temple University
Philadelphia, PA 19122