Fort Hays State University
Hays, KS 67601

Master of Liberal Studies (MLS) with a concentration in
‘Teaching and Learning’

18-hour concentration  (Based upon JROTC Online and Seminar Experiences)
PSY 670(g) Workshop in Psychology II: Educational Psychology (3 hrs)
TEEL 670(g) Workshop in Education II: Contemporary American Education (3 hrs)
TEEL 672(g) Readings in Education II: Classroom Management (3 hrs)
TEEL 674(g) Institute in Education: Secondary Methods (3 hrs)
TEEL 675(g) Seminar in Education I: Learning and the Brain (3 hrs)

(Elective: choose one of the following three courses)
AEP 670(g) Workshop in Education: Educational Leadership Development (3 hrs) (New Instr Tng)
TEEL 673(g) Problems in Education I: Relationships in Learning (3 hrs) (ReCert Tng)
AEP 675(g) Seminar in Education: Thinking Maps (3 hrs)

10-hour core (Remaining 4 Core Courses*)
IDS 801 Introduction to Graduate Liberal Studies (1 hr)
IDS 802 Ways of Knowing in Comparative Perspective (3 hrs)
IDS 803 Origins and Implications of the Knowledge Society (3hrs)
IDS 804 Information Literacy (3 hrs)

3-hour culminating experience
IDS 820 Projects in Liberal Studies - or an acceptable alternative (3 hrs)

Comprehensive Final-read page 4 (submitted online – two parts, approximately 8 hour, written response(s) to
question(s), coordinated date and time in final semester with student’s Academic Advisor)

Total Credits: 31  Current cost per credit: $280.73 (effective July 1, 2017)
Estimated Total Degree Tuition: $8,703.00

MLS contact information:

Your RTG & Associates, Inc. POCs:
Bob Greene (Navy, Air Force, USMC, plus Spouses) TEL: 720.837.7926
Harold Tucker (Army, plus Spouses) TEL: 501.859.6113

Fort Hays State University Academic Advisor/ Institutional Contact: Dr. Jim Barrett
Phone: 785.628.4413
E-mail: mls@fhsu.edu

(Blue, underlined items are hyperlinks for your ease of use.)

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COURSE SCHEDULE PROPOSAL for Chapter 31, VA VocRehab Eligible’s:

1st Semester: Either 16 week or 2nd 8 week semesters
- PSY 670(g) Workshop in Psychology II: Educational Psychology (3 hrs)
- AEP 670(g) Workshop in Education: Educational Leadership Development (3 hrs) (New Instr Tng)
- OR TEEL 673(g) Problems in Education I: Relationships in Learning (3 hrs) (ReCert Tng)
- IDS 801 Introduction to Graduate Liberal Studies (1 hr)

2nd Semester: Either 16 week or 2nd 8 week semesters
- TEEL 675(g) Seminar in Education I: Learning and the Brain (3 hrs)
- IDS 802 Ways of Knowing in Comparative Perspective (3 hrs) *(Must register through Tiger Tracks.)*

3rd Semester: Either 16 week or 2nd 8 week semesters
- TEEL 672(g) Readings in Education II: Classroom Management (3 hrs)
- IDS 803 Origins and Implications of the Knowledge Society (3hrs) *(Must register through Tiger Tracks.)*

4th Semester: Either 16 week or 2nd 8 week semesters
- TEEL 674(g) Institute in Education: Secondary Methods (3 hrs)
- IDS 804 Information Literacy (3 hrs) *(Must register through Tiger Tracks.)*

5th Semester: Either 16 week or 2nd 8 week semesters
- TEEL 670(g) Workshop in Education II: Contemporary American Education (3 hrs)
- IDS 820 Projects in Liberal Studies - or an acceptable alternative (3 hrs) *(Must register through Tiger Tracks.)*

**Comprehensive Final** - read page 4 (submitted online – two parts, approximately 8 hour, written response(s) to question(s), coordinated date and time in final semester with student’s Academic Advisor)

*If you click on the course title for your RTG/JROTC related courses above, you will go to its syllabus. Read your academic requirements for that course. Remember, you register for your RTG/JROTC course at the RTG pre-Registration site, at the graduate level only, and for the FHSU online core course at your FHSU Student Tiger Track Account.*

**VA Vocational Rehabilitation** pays all tuition directly on your behalf. **You** could be eligible for additional stipend monies. Those can be seen at this VA link, and is best clarified by your VA VocRehab Counselor: [http://www.benefits.va.gov/vocrehab/subsistence_allowance_rates.asp](http://www.benefits.va.gov/vocrehab/subsistence_allowance_rates.asp)

**Fall/Spring** Semesters: ¾ times stipend

**Summer** Semesters: full-time stipend

If eligible for Chapter 33 (Post 9-11) GI Bill benefits you could be charged against one month of that benefit for each month of Chapter 31 use. It is best to check directly with your VA VocRehab Counselor against your particular situation.

Total benefit months est. **14 months** (19 months calendar time).

Textbooks and possible computer costs, including internet access and required software, can also be covered by the VA VocRehab with the support and concurrence of your VA Counselor.

**REMEMBER:** Chapter 31 Veterans must submit on-line Veterans Class Schedule each semester.

At Fort Hays State University, you will receive a high quality, affordable education that prepares you to address the challenges of a changing world. Rest assured that the degree you earn through the Department of Advanced Education Programs meets the standards of the Higher Learning Commission of the North Central Association of Colleges and Schools, which is FHSU’s general accreditation body.

(continue to page 3 below)
INSTRUCTIONS FOR APPLYING TO THE FHSU GRADUATE SCHOOL

**1. **Complete, sign, scan and email, or fax letter of intent: **RTG-FHSU MSE or MLS Letter of Intent (page 5 down below.)

**2. **Complete and submit an on-line application http://www.fhsu.edu/academic/gradschl/apply/

**3. **Pay the $40.00 application fee.

**4. **Fill out your **Veterans Class Schedule (1st Semester Courses) & appropriate VA GI Bill Benefits Application (Item **4 only required if using VA GI Bill Benefits.)**

  **Note#1** When you fill out this Veterans Class Schedule, identify yourself as RTG/JROTC Client in block 3 (comments).

  **Note #2 **Denotes minimum requirements to immediately enroll in 1st semester and requires scanned copy of your baccalaureate degree (unofficial personal copy). Subsequent items, 7-9 below, can be turned in as they are completed during your first semester.

5. ____ Open up your personal TigerTracks Student Account here: TigerTracks

6. ____ Provide 2 letters of recommendation, for your area of study. These are to be completed by your professors, immediate supervisors, or individuals familiar with your academic work. The letters of recommendation should be completed on letterhead stationery or use the FHSU provided Letter of Recommendation Form and send them directly to the Graduate School.


8. ____ Provide the Graduate School with an OFFICIAL bachelor’s degree transcript which indicate the completion of a bachelor's degree from an accredited institution. The bachelor's transcript must include a minimum of 60 hours of graded credit and a grade point average (GPA) of 2.5 on the last 60 hours of undergraduate credit. OFFICIAL transcripts, by definition, are transcripts sent directly from the college or university Registrar to the Graduate School at Fort Hays State University. Transcripts mailed or brought in by the applicant are not considered official and, therefore, are not acceptable. The Graduate School will obtain the undergraduate transcript for FHSU students. Applicants who have earned graduate degrees from other accredited institutions may also provide an OFFICIAL Graduate Degree Transcript in addition to their OFFICIAL bachelor’s degree transcript, solely for this unique degree program with RTG.

When the above materials have been collected for the applicant’s file in the Graduate School, the departmental file will be reviewed by a departmental committee from the
applicant’s major area to determine admission status. This committee will follow these guidelines:

- Each applicant for this Master’s program must evidence a minimum grade point average of 2.5 (B) on the last 60 hours of undergraduate credit. *(Waiverable to certificate students demonstrating solid 3.0 (B) academic performance and better in all graduate courses taken with FHSU.)*

- Each applicant for this degree must evidence a grade point average of 3.0 (B) or higher in all graduate work taken at the Master’s level.

- The student must have adequate preparation in the area of the major of study.

- Each applicant for a Master’s degree or for admission as a non-degree student must hold a bachelor’s degree from a college or university of recognized standing (regional accreditation).

- The committee will then return the file to the Graduate School with approval or rejection of the application clearly indicated. An advisor will be appointed to assume responsibility for the student’s program and direction of study. The Graduate School will notify the applicant by letter of the status of the application. The admitted student will then be given directions to contact the graduate advisor, arrange a program of study, and refer to the graduate catalog for the fulfillment of other requirements.

- Please submit any downloaded/printed/scanned materials to (by email) to:  
  gradschl@fhsu.edu or by USPS:  
  Graduate School  
  Fort Hays State University  
  600 Park Street  
  Hays, KS 67601

FHSU’s VA Facility Code Number is: **11000516.**  
Your **FHSU VA** POC can be reached Tel: **1.785.628.4408.**  
Email: **VA@fhsu.edu**  
Administrative questions or issues with FHSU requirements please contact your **RTG Mentor**, or at FHSU:

**Graduate School Administrative Support:** Telephone Number: **1.785.628.4236**  
Fax Number: **1-785-628-4479**  
Email: **gradschl@fhsu.edu**

**REMINDER:** All VA Gi Bill supported Veterans must submit the on-line **Veterans Class Schedule** each semester.

Please call us with any questions or comments.  
**Contact RTG Link**

Most Respectfully; **Bob Greene** (AF, Marines, Navy, Civilian) or, **Harold Tucker** (Army)

**Bob’s Tel:** 303.840.3063  
**Harold’s Tel:** 501.859.6113

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Graduate Degree Letter of Intent:

Forward to: Terran Freauff  twfreauff.se@fhsu.edu
Masters in Liberal Studies w/conc. in T&L
or
JROTC Instructor Prep Certificate, Graduate

Telephone Number: 1-785-628-4236
Fax Number: 1-785-628-4479  (or by scanned email)
Email: gradschl@fhsu.edu  (preferred method)

All Graduate Applicants must have filled out their online Application. Click this link if you still need to:
http://www.fhsu.edu/academic/gradschl/apply/ & pay $40, one-time Graduate Student Application Fee.

Immediately, have official copy of Bachelor’s degree transcript mailed to:

Fort Hays State University
Attn: Graduate School
600 Park Street
Hays, KS 67601

Circle initial Semester you are requesting to enroll in:
Spring - Summer – Fall – plus circle: 16 week, or (1st or 2nd) 8 week - ______ (year)

Note: By initialing this sentence I am requesting enrollment in the very next opportunity, as indicated in the selection indicated above, even if it is considered provisional: ______. I understand this is only approved for the first semester pending official matriculation.

From:
Your Full Name: __________________________________________________________________

The last four digits of your Social Security Number: ________________________________

E-mail Address: _____________________  Military Service Branch ______________________

Phone Number:  (work or cell)_______________________  (home)________________________

Note for all Graduate Degree Applicants:  Follow instructions on preceding pages (1-4).
I, the undersigned, hereby authorize Fort Hays State University – Graduate School to release my provisional or official FHSU Masters Degree Program Matriculation Letter to RTG & Associates; 7615 E. Windwood Way, Parker, CO 80134-6384 and/or their designated representative cited below, including any updates as required.

This information is released subject to the confidentiality provisions of appropriate state and federal laws and regulations, which prohibit any further disclosure of this information without the specific written consent of the person to whom it pertains, or as otherwise permitted by such regulations.

Signature: _______________________________  Date: ____________

FHSU POC:
Please cc:  harold.tucker@gmail.com (Army) my results
Please cc:  bobgreene2007@gmail.com (Air Force/Navy/Marines/Coast Guard) my results
Please bcc:  bobgreene2007@gmail.com  (All Services and/or any Civilian) my results.

Please list baccalaureate transcript(s) to be received by FHSU Graduate School from the following regionally accredited school(s):
__________________________________________
__________________________________________
__________________________________________

(Graduate Applicants: Do Not Submit any ACE or Military Transcripts.)