

Plan of Work

ARCHIVAL ADMINISTRATION CONCENTRATION

Master of Library and Information Science

[THIS DOCUMENT IS AN INTEGRAL COMPONENT OF YOUR CAREER PLAN]

Name: _____ WSU ID: _____
Last First Maiden or Middle

Home Address: _____ City: _____

State: _____ Zip: _____ Country (if not U.S.): _____

Telephone: _____ E-mail: _____

Term/Year of First LIS class taken: _____ Term/Year of Orientation Completed: _____

Concentration: _____ Archival Administration

COURSES COMPLETED AND PROPOSED

Core Courses (18 credit hours minimum)

School	Term/Yr.	Dept.	Course	Course Title	Credits	Grade
WSU		INF	6010	Introduction to Information Profession	3	
WSU		INF	6080	Information Technology	3	
WSU		INF	6120	Access to Information	3	
WSU		INF	6210	Organization of Knowledge	3	
WSU		INF	7040	Library Administration and Management	3	
WSU		INF	7996	Research for the Information Profession	3	

Required Courses (9 credit hours minimum)

School	Term/Yr.	Dept.	Course	Course Title	Credits	Grade
WSU		INF	7710	Archival Administration	3	
WSU		INF	7780	Description and Access for Archives***	3	
WSU		INF	7970	Practicum: Archives	3	

Electives/Cognates (6 credit hours minimum)

School	Term/Yr.	Dept.	Course	Course Title	Credits	Grade
WSU		INF	6780	Records Management	3	
WSU		INF	7730	Administration of Visual Collections	3	
WSU		INF	7740	Archives & Libraries in the Digital World	3	
WSU		INF	7750	Introduction to Archival & Library Conservation	3	
WSU		INF	7770	Oral History	3	
WSU		INF	7885	Administration of Historical Agencies	3	

Electives/Cognates (9 credit hours minimum)

School	Term/Yr.	Dept.	Course	Course Title	Credits	Grade

Total number of credit hours required: 42

**Program completion date: _____

Has Petition for Transfer of Graduate Credits been completed? Yes No

Students must have faculty approval for all transfer credits.

Petition for Admission to Candidacy: _____
Student's signature Date

Plan of Work approved and
Candidacy recommended by: _____
Advisor's signature Date

Candidacy authorized by SIS: _____
Reviewed by Date

* Under no circumstances may undergraduate credits be used toward this graduate degree

**All degree requirements and course work must be completed within 6 years of first recorded semester grade to be used for MLIS degree

*** Required course for all students taking 7710 during and after Fall 2016

**STUDENTS MUST HAVE FACULTY APPROVAL FOR ANY CHANGES IN PLAN OF WORK
PRIOR TO REGISTRATION**