

Plan of Work

Joint History Degree Program

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.): _____

Phone: _____ Email: _____

Term/Year of first SIS class taken: _____ Term/Year of orientation completed: _____

*Career Pathway(s): _____

*Does not appear on official transcripts

NOTE: All course numbers and titles on this form are [hyperlinked](#) to the course descriptions on the SIS website.

COURSES COMPLETED AND PROPOSED

Core Courses (18 credit hours minimum)

School	Term/Yr.	Dept.	Course	Course Title	Credits	Grade
WSU		INF	6010	Information in Society	3	
WSU		INF	6080	Fundamentals of Information Technology	3	
WSU		INF	6120	Access to Information	3	
WSU		INF	6210	Organization of Information	3	
WSU		INF	7040	Management and Leadership	3	
WSU		INF	7996	Research for the Information Professions	3	

SIS Electives/Cognates (11 credit hours minimum)

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

History Electives/Cognates (7 credit hours minimum)

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

Total number of credit hours required for MLIS:	36
Total number of required credit hours with the Archival Administration Certificate (see reverse):	42

Optional: Archival Administration Certificate**

SIS 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 - APPLICATION REQUIRED	3	

SIS Electives/Cognates (6 credit hours minimum)***

School	Term/Yr.	Dept.	Course	Course Title	Credits	Grade
WSU		INF	6780	Introduction to Records and Information Management	3	
WSU		INF		Grant Writing for Information Professionals and Archivists	2	
WSU		INF	7730	Administration of Audio Visual Collections	3	
WSU		INF	7740	Archives and Libraries in the Digital World	3	
WSU		INF	7750	Introduction to Archival and Library Conservation	3	
WSU		INF	7770	Oral History: A Methodology for Research	3	
WSU		INF	7775	Primary Historic Records for Information Professionals and Archivists	1	
WSU		INF	7785	Website Preservation	2	
WSU		INF	7830	Community Engagement	3	
WSU		INF	7835	Community Archives	3	
WSU		INF	7885	Cultural Heritage Institutions: Management and Leadership	3	
Total number of credit hours required for AAC:					15	

The [Master Schedule](#) lists all the courses in the school's catalog and indicates which term(s) the courses are offered.

**Students seeking the Archival Administration Certificate must work closely with their faculty advisor to ensure that all program requirements have been met.

***Students may use 6 credits of archival coursework (INF or HIS) toward this certificate.

****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

****All degree requirements and course work must be completed within 6 years of first recorded semester grade to be used for MLIS degree. Please note – this is not your graduation date.

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

When your POW form is filled, sign and save it as a PDF file. Open the document to confirm it is complete before sending. Email it to your faculty advisor as an attachment from your [Wayne State email account](#).

STUDENT MUST HAVE FACULTY APPROVAL FOR ANY CHANGES IN PLAN OF WORK PRIOR TO REGISTRATION.