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				

		Credits	
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.