



# **Master of Science in Strength and Conditioning**

## **Graduate Student Handbook**

**2021-2022 Edition**

## **Justice, equity, diversity and inclusion at the College of Health Solutions**

At the College of Health Solutions, we are focused on improving the health of the communities we serve. Every student, every faculty and staff member, every individual and community member should have the opportunity for better health throughout their lifespan. To improve health, we must embrace and support greater diversity, equity and inclusivity in everything we do, including teaching, research and service. We are committed to doing better. You are welcome at the College of Health Solutions, and this is what you can expect from us.

### **Commitments to justice, equity, diversity and inclusion**

We create leaders who advance the principles of justice, diversity, equity and inclusion, shaping a future in which all community members can fully realize their potential.

We embed diversity, equity and inclusion as a transformational force in every aspect of our teaching, research and service as we work to address the challenges facing people and communities to stay healthy, improve their health and manage chronic disease.

We believe that diversity and inclusion are essential for excellence and innovation, and thus it is stated in our college values: We maximize opportunities for people of diverse backgrounds, abilities and perspectives.

We support underrepresented and historically marginalized groups, and will not tolerate discrimination or hate of any kind.

Welcome to the Master of Science in Strength and Conditioning degree program at Arizona State University!

Our faculty are excited you have selected the Master of Science in Strength and Conditioning program. As graduate students, you will have the opportunity to interact with renowned faculty with divergent backgrounds who are committed to human performance studies. The intellectual diversity and practical experience of our faculty ensures graduate students will participate in offerings that are unique, nationally recognized, and supported by Arizona State University's commitment to innovation. The graduate faculty is committed to your success and would like to recognize your efforts that bring you to the Strength and Conditioning graduate program!

This is an exciting time in the strength and conditioning field as multiple advancements in human performance are being made. The professional opportunities that await you are continually growing and we are ready to support you with these endeavors!

This handbook lays the foundation for your success in Strength and Conditioning. It sets shared expectations for both faculty and students. It also outlines the standards and policies set by the College of Health Solutions and ASU's [Office of Graduate Education](#). Please keep this handbook as a reference as you navigate through the degree program. Let us know if any policies seem unclear. As a graduate student it is your responsibility to make sure you are following it in letter and in spirit.

As Program Director of the Master of Science in Strength and Conditioning program, I speak for the graduate faculty in reiterating our commitment to an innovative and rewarding educational journey. I look forward to working with you to achieve your graduate degree in Strength and Conditioning and beyond.

Rachel Larson, PhD

Master of Science Strength and Conditioning Program Director

## Helpful Web Pages and Graduate Resources

- MS in S&C [Homepage](#)
- MS in S&C [Degree Page](#)
- Graduate College [Homepage](#)
- Graduate Student [Forms](#)
- [Completing Your Degree](#)
- [Graduate Policies and Procedures](#)
- [Academic Integrity Policy](#)

### Contact Information

° For application preparation and submission, course registration issues, Plan of Study questions, or policy and procedure questions, please contact: ([CHSGrad@asu.edu](mailto:CHSGrad@asu.edu)); 602-496-3300

° For Plan of Study development and concerns, selection of and questions regarding internship experiences, inquiries about committees, and other related program concerns, please contact: Rachel Larson, PhD, CSCS,\*D, TSAC-F, Program Director, Strength and Conditioning ([Rachel.Larson11@asu.edu](mailto:Rachel.Larson11@asu.edu)) Phone: (602) 827-2280

## PROGRAM OVERVIEW

The Master of Science in Strength and Conditioning (S&C) offered at Arizona State University on the downtown Phoenix campus is designed for practitioners and those interested in becoming a professional in the sports or tactical performance areas. The strength and conditioning profession involves the combined competencies of sport/exercise science, management, and coaching. Practitioners require substantial experience, expertise, and other resources to effectively address these challenges while serving in a multisport environment in both the academic or private sectors. The S&C masters degree is designed to prepare students for advanced certification in sports science and critically evaluate the new technologies and program proposals that are constantly being created in the field of sports performance.

A minimum thirty (30) credit hours of graduate courses are required to complete the MS degree. Included in this 30 credit hours are 6 credits of internship experience.

**Who Should Apply:** Professionals in sports performance coaching, exercise science, education, personal training, tactical performance or other sports medicine practitioners who are interested in:

- Pursuing advanced preparation in designing and coaching safe and effective strength and conditioning programs for all levels of participants
- Advancing skills and knowledge in athlete assessment and program design to improve the effectiveness of sports performance programs
- Pursuing advanced certification in the area of sports science

**Competencies:** Students completing the MS in Strength and Conditioning degree will:

- Master the skills of both biomechanical and physiological lab and field testing of athletes while assessing sport specific needs through both qualitative and quantitative measurement and monitoring. They will apply the scientific method as they utilize high-accuracy tools to analyze and interpret athlete biometric data and training data.
- Demonstrate the ability to perform sport and tactical athlete assessment data analysis and interpretation, and implement a variety of strength and conditioning programming theories. They will be competent in physiological systems of the body, and metabolic and muscular adaptations of resistance training.
- Demonstrate the ability to analyze athlete performance needs, interpreting test results, utilizing relative training theories to create evidenced based training programs.
- Improve communication and leadership skills to implement and coach appropriate training practices.

## ADMISSION

Admission to the MS Strength and Conditioning degree program is based on a number of factors including:

- GPA (grade point average),
- Letters of Recommendation,
- Letter of Intent (Statement of Career Interests and Goals)

Applicants whose native language is not English must demonstrate English proficiency. A complete list of ways to satisfy this requirement can be found [here](#).

Admission decisions are based on the compatibility of the applicant's career/scholarly interests with the purpose of the degree program, previous academic training and suitable GPA, and professional recommendations.

**Letter of Intent:** A student's letter of intent should address his/her area of professional/scholarly interest, career and professional goals, and relevant background, experience, and training.

**Prerequisite Course Requirements:** Students who do not have undergraduate credit for the basic courses required for a BS degree in Exercise Science may not be considered for regular admission until completion of the prerequisite courses has been accomplished. Students may be admitted to the University; however, they will not be admitted to the MS Strength and Conditioning degree until the prerequisite courses have been accomplished. Students admitted with this deficiency status need to have demonstrated their current professional experience and career interest align with the degree program. These courses are not considered part of the graduate interactive Plan of Study (iPOS). It is recommended interested students consult with the program coordinator prior to enrolling in any prerequisite classes.

Prerequisite coursework includes (ASU courses in parenthesis):

**Prerequisites** (must be completed prior to application)

Human Anatomy and Physiology with Laboratories (BIO 201, BIO 202)

Exercise and Sport Physiology (SSP 315)

Applied Anatomy and Biomechanics of Sport and Movement (SSP 325)

For more information about prerequisites, email your Graduate Support Coordinator at [CHSGrad@asu.edu](mailto:CHSGrad@asu.edu) or by calling 602-496-3300.

**Students deficient in prerequisite courses must earn a B or better grade in the deficient coursework prior to the start of the fall semester, as outlined in the official admission letter. Students who do not satisfy the requirements outlined in the official admission letter will not be permitted to pursue the MS Strength and Conditioning degree program.**

## Admission Types

Regular Admission: Applicant satisfies all requirements for admission and is academically acceptable to both the MS Strength and Conditioning degree program and Graduate Admissions.

Provisional Admission: Applicant does not meet minimum academic standards with respect to grade point averages as required by the Graduate College and the MS Strength and Conditioning degree program, but has additional evidence to suggest the potential for success. This status provides the MS Strength and Conditioning degree program with an opportunity to better evaluate the student's academic potential. Students have until the time outlined in their official admit letter to satisfy the provisional condition. The Graduate College will contact the underperforming student and the program coordinator to indicate they will be withdrawn from the program if they have not met the provisions of their admission within the required timeframe. Students who satisfy the provisional requirement will automatically have their status updated and will be permitted to continue in the program.

## Tuition, Costs, Fees, and Residency Requirements:

[Tuition and Fees Estimator](#)  
[Residency Requirements](#)

### GRADUATE COLLEGE POLICIES AND PROCEDURES

The Graduate College has created a policy handbook to help guide graduate students along their academic path. This handbook can be found [here](#).

#### THE PLAN OF STUDY

**The basic iPOS (Plan of Study) includes a total of 30 hours of required course work.**

Graduate students with regular status must submit their Plan of Study (iPOS) by the time they have enrolled for 50% of the minimum credit hours required for their degree program (15 of 30 credit hours required for the MS in S&C degree). **The selection of the location for the culminating internship experience should be made upon submission of the iPOS.**

The final iPOS is completed and submitted online through My ASU. Please see the [user guide](#) for a step-by-step process on submitting the iPOS.

Once submitted, the iPOS is automatically routed to the MS S&C Graduate Support Coordinator. He/she will do a final evaluation of the iPOS and will either approve it and forward to the Graduate College, or it will be sent back to the student electronically for revision. **A student is not eligible to apply for graduation until an iPOS has been approved.**

#### Master of Science in Strength and Conditioning Curriculum Overview:

##### **Core Courses (24 cr.)**

(Required of all students)

SSP 501 Data Collection, Analysis and Interpretation in Strength and Conditioning (3 cr.)

KIN 530 Exercise and Sport Physiology (3 cr.)

KIN 540 Sport Biomechanics (3 cr.)

NTR 555 Nutrition and the Athlete (3 cr.)

KIN 520 Psychological Aspects of Sport and Exercise (3 cr.)

SSP 560 Coaching Science (3 cr.)

SSP 530 Advanced Performance Programming (3 cr.)

SSP 534 Measurement and Monitoring in Sport and Fitness (3 cr.)

##### **Culminating Experiential Learning (6 cr.)**

(Required of all students)

SSP 584 Internship (6 cr.)

Please note: Students are required to earn at least a B- (80%) in the core courses. Internship experience must be supervised by a CSCS or TSAC-F certified professional.

## DETAILS ON INTERNSHIP EXPERIENCE

As the culminating class of the degree program, the internship experience provides the student with the opportunity to put into practice the lessons and skills discussed in the classroom. Completion of the internship must be under the supervision of an appropriately certified and trained field experience site supervisor(s). To ensure this experience provides the student with the proper educational value, the site supervisor(s) must meet the following criteria:

1. Be CSCS or TSAC-F certified.
2. Ensure that student interns are directly supervised during day-to-day activities.
3. Provide instruction, assessment, and feedback for the application of current knowledge, skills, and abilities designated by the competencies for the degree listed in this handbook.
4. Demonstrate understanding of and compliance with the program's policies and procedures.

Final evaluation and grades for the internship will be determined by the MS Strength and Conditioning program director with consultation from the field experience site supervisor(s).

## STUDENT CONDUCT AND SAFETY

### Academic Integrity

Graduate students are expected to follow university guidelines related to the Student Code of Conduct. University policies related to academic integrity and code of conduct are available [here](#). Each student must act with honesty and integrity, and must respect the rights of others in carrying out all academic assignments. A student may be found to have engaged in academic dishonesty if, in connection with any Academic Evaluation or academic or research assignment (including a paid research position), he or she:

1. Engages in any form of academic deceit;
2. Refers to materials or sources or uses devices (e.g., computer disks, audio recorders, camera phones, text messages, crib sheets, calculators, solution manuals, materials from previous classes, or commercial research services) not authorized by the instructor for use during the Academic Evaluation or assignment;
3. Possesses, reviews, buys, sells, obtains, or uses, without appropriate authorization, any materials intended to be used for an Academic Evaluation or assignment in advance of its administration;
4. Acts as a substitute for another person in any Academic Evaluation or assignment;
5. Uses a substitute in any Academic Evaluation or assignment;
6. Depends on the aid of others, including other students or tutors, in connection with any Academic Evaluation or assignment to the extent that the work is not representative of the student's abilities;
7. Provides inappropriate aid to another person in connection with any Academic Evaluation or assignment, including the unauthorized use of camera phones, text messages, photocopies, notes or other means to copy or photograph materials used or intended for Academic Evaluation;
8. Engages in Plagiarism;
9. Uses materials from the Internet or any other source without full and appropriate attribution;
10. Permits his or her work to be submitted by another person in connection with any Academic Evaluation or assignment, without authorization;



11. Claims credit for or submits work done by another;
12. Signs an attendance sheet for another student, allows another student to sign on the student's behalf, or otherwise participates in gaining credit for attendance for oneself or another without actually attending;
13. Falsifying or misrepresenting hours or activities in relationship to an internship, externship, field experience, clinical activity or similar activity; or
14. Attempts to influence or change any Academic Evaluation, assignment or academic record for reasons having no relevance to academic achievement.

The highest standards of academic integrity are expected of all graduate students, both in the failure of any graduate student to meet these standards may result in serious consequences including suspension or expulsion from the university and/or other sanctions as specified in the academic integrity policies of individual colleges as well as the university.

At the graduate level, it is expected that students are familiar with these issues and each student must take personal responsibility in their work.

Newly admitted graduate students will receive a "priority task" on their My ASU directing them to complete a canvas module on academic integrity. The module consists of a PowerPoint that outlines academic integrity and students must take a quiz and pass with an 80% or higher.

### **Culture of Respect**

ASU is a community and a professional work environment. Graduate students are expected to treat their peers, teachers, students, staff, and members of the ASU community with respect and work with them in a professional manner. Graduate students are representatives of the Master of Science of Exercise and Wellness degree program, the College of Health Solutions, and the University. The MS EXW program expects its students will be good representatives who recognize that poor behavior on the part of one student impacts all by creating a negative perception of the program, the college, and the university.

### **Title IX**

ASU prohibits all forms of discrimination, harassment and retaliation. To view ASU's policy please see <https://www.asu.edu/aad/manuals/acd/acd401.html>.

Title IX protects individuals from discrimination based on sex in any educational program or activity operated by recipients of federal financial assistance. As required by Title IX, ASU does not discriminate on the basis of sex in the education programs or activities that we operate, including in admission and employment. Inquiries concerning the application of Title IX may be referred to the Title IX Coordinator or to the U.S. Department of Education, Assistant Secretary, or both. Contact [titleixcoordinator@asu.edu](mailto:titleixcoordinator@asu.edu) or 480-965-0696 for more information. Office located at 1120 S. Cady Mall, INTDSB 284. For information on making a report please go to [www.asu.edu/reportit/](http://www.asu.edu/reportit/).

### **Prohibition Against Discrimination, Harassment, and Retaliation**

Arizona State University is committed to providing an environment free of discrimination, harassment, or retaliation for the entire university community, including all students, faculty members, staff employees, and guests. ASU expressly prohibits [discrimination](#), [harassment](#), and [retaliation](#) by employees, students, contractors, or agents of the university based on any protected status: race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, and genetic information. Inappropriate conduct need not rise to the level of a violation of federal or state law to constitute a violation of this policy and to warrant disciplinary action/sanctions.

## **Campus Safety**

To report an emergency on campus, students can simply dial 911 or use one of the emergency call boxes found on campus. Non-emergency ASU Police or campus-safety matters should be directed to 480-965-3456. ASU has an opt-in, text-message alert system by which students can choose to receive a text message from ASU in times of an emergency. Students can sign up for the service online. Students are also encouraged to download the LiveSafe mobile application on their phones. For additional safety resources and contacts, such as Counseling Services, Police and Safety Escort Services, visit the Safety Resources website.

## **GENERAL POLICIES**

### **Assistantships/Financial Aid**

A limited number of graduate assistantships for MS Strength and Conditioning students are available. In addition, the Financial Aid Office of Arizona State University provides information on other available scholarships, fellowships, or assistantships.

#### *Graduate Student Assistantships:*

The MS S&C program offers a number of graduate student assistantships that do not provide any tuition waiver. These positions generally involve providing assistance to faculty with course management and grading. Any MS S&C student holding a Graduate Student Assistantship (GSA) must be enrolled in at least 1 credit hour. Please contact the Graduate Support Coordinator by email at [CHSGrad@asu.edu](mailto:CHSGrad@asu.edu) or by calling 602-496-3300 to inquire about the process for applying for graduate student assistantships. Please review the following document for [Absence and Leave Policies for Assistantships](#).

### **Continuous Enrollment and Leave of Absence**

Once admitted to a graduate degree program or graduate certificate program, students must be registered for a minimum of one credit hour during all phases of their graduate education, including the term in which they graduate. This includes periods when students are engaged in research, conducting a doctoral prospectus, completing the internship experience, taking comprehensive examinations, taking Graduate Foreign Language Examinations, or in any other way utilizing university resources, facilities or faculty time.

Registration for every fall semester and spring semester is required. Summer registration is required for students taking examinations, completing culminating experiences, conducting a doctoral prospectus, defending theses or dissertations, or graduating from the degree program. To maintain continuous enrollment the credit hour(s) must:

- Appear on the student's *Plan of Study*, OR
- Be research (592, 792), thesis (599), dissertation (799), or continuing registration (595, 695, 795), OR
- Be a graduate-level course.

Grades of "W" and/or "X" are not considered valid registration for continuous enrollment purposes. "W" grades are received when students officially withdraw from a course after the drop/add period. "X" grades are received for audit courses. Additionally, students completing work for a course in which they received a grade of "I" must maintain continuous enrollment as

defined previously. Graduate students have one year to complete work for an incomplete grade; if the work is not complete and the grade changed within one year, the “I” grade becomes permanent. Additional information regarding incomplete grades can be found at [asu.edu/aad/manuals/ssm/ssm203-09.html](http://asu.edu/aad/manuals/ssm/ssm203-09.html).

### **Request to Maintain Continuous Enrollment**

Graduate students planning to discontinue registration for a semester or more must submit a leave of absence request through their iPOS. This request must be submitted and approved **before** the anticipated semester of non-registration. Students may request to maintain continuous enrollment through a leave of absence for a maximum of two semesters during their entire program. It is highly recommended that students coordinate with the MS in Strength and Conditioning Program Director if discontinuing registration.

Having an approved Request to Maintain Continuous Enrollment by the Graduate College will enable students to re-enter their program without re-applying to the university. **Students who do not register for a fall or spring semester without an approved leave of absence are considered withdrawn from the university under the assumption they have decided to discontinue their program.** Students removed for this reason may reapply for admission to resume their degree program; the application will be considered along with all other new applications to the degree program.

### **Coursework**

Graduate level courses are those numbered 500 or higher. All core courses required by a graduate program must be at least 500 level. Courses with grades of “D”, “E”, “I”, or “W” and audited courses (graded as “X”) cannot be included on an iPOS. Courses applied to a previously awarded degree cannot be included on an iPOS.

### **Incomplete Grades**

The College of Health Solutions will consider an incomplete grade request when the following factors are present:

- The student has been completing acceptable work (grade of C or better) and has completed 80% of the course.
- The student is unable to complete the course due to illness or conditions beyond the student’s control.
- The student can complete the unfinished work with the same instructor.

Students have up to one calendar year to finish incomplete work. If a student does not complete the missing coursework by the date that is agreed upon on the incomplete request form, the instructor may change the grade to what was earned based on the work completed in the class. If the coursework is not completed after a calendar year, the incomplete becomes permanent. Repeating a class in which an incomplete is awarded will not replace the “I” on the student’s transcript. Students must complete the incomplete request form and submit it to their instructor for review and processing. Additional information regarding incomplete grades may be found [here](#).

### **Satisfactory Academic Progress**

Per Graduate College guidelines, graduate students must maintain a minimum cumulative 3.00 grade point average (GPA) to maintain satisfactory academic progress and to graduate.

Students whose cumulative GPA falls below 3.00 are placed on academic probation, receive an advising hold on their account, and are required to complete an academic performance improvement plan. If students are unable to raise the GPA to a 3.00 within nine credit hours or one year (whichever comes first), the program standards committee may recommend the student for dismissal from the program.

There are three GPA requirements that govern academic progress in and graduation from a graduate degree program. The iPOS GPA is based on all courses that appear on the student's iPOS. The Graduate GPA is based on all courses numbered 500 or higher that appear on the transcript. The third is a cumulative GPA which includes grades from both undergraduate and graduate course work that was taken as part of your graduate record. To be eligible for graduation, students must achieve on the iPOS GPA, Graduate GPA **and** cumulative GPA a 3.00 or higher. Transfer credits are not counted in calculations of the iPOS or Graduate GPA.

**Faculty differ on the use of the +/- grading system for their classes. Students should be aware that a course grade of B is considered a 3.0 and that a course grade of B- is equivalent to a 2.67.**

### **Minimum Course Grades**

Students who earn grades below a B- in core courses will be required to retake those courses in order to remain in the MS in Strength and Conditioning program. Students that receive lower than a B on their internship experience will be considered to have failed the course and will need to retake the internship at a different location under a new site supervisor.

### **Grievance and Appeal Procedures**

#### **Probation and Dismissal Policy**

A student can be placed on academic probation for unsatisfactory progress or failing to maintain a cumulative 3.0 GPA. Time limits for remaining on probationary status may vary. Students have 9 credit hours or one year, whichever comes first, to raise their cumulative GPA. Students who fail to meet the requirements or timeline needed to demonstrate satisfactory improvement will be recommended for dismissal from the program. A student can be recommended for dismissal from the MS S&C program if they exceed the statute of limitations and are not making sufficient progress towards their culminating event. The student will receive notice from the MS S&C Program Director that they have been recommended for dismissal from the program. This notice will include appeal procedures.

#### **Appealing Dismissal from the MS Strength and Conditioning Degree Program**

1. Students may appeal a decision for dismissal from the program by submitting a letter to the Program Director.
  - a. The appeal letter must be received within 10 business days of the date of the letter of dismissal. The letter should state the reasons justifying a reversal of the original decision and provide substantive evidence in support of the request.
  - b. Letters received after the 10 business-day interval will not be reviewed and the dismissal will be final.
  - c. The Strength and Conditioning Standards Committee will review all letters of appeal that are received within the 10 business-day

time frame. The committee will submit their decision to the Program Director within 10 business days of receipt of the student's letter.

2. The Program Director will then notify the Student Success Hub of the decision. The Student Success Hub will inform the student of the decision.
3. If the appeal is denied, the student may appeal to the CHS Academic Standards and Grievances Committee within 10 business days of receiving the denial of the appeal. The CHS Academic Standards and Grievances Committee will review the dismissal and appeal materials and make a recommendation to the Dean of the College of Health Solutions. The Dean will have 20 calendar days to make a final decision.
4. If at any stage, a timely appeal is not submitted by the student, the Program Director will recommend dismissal to the Graduate College via the Student Success Hub. The Graduate College will then inform the student of the dismissal by letter.

### **Time Limits**

All work toward a master's degree must be completed within six consecutive years. The six years begin with the semester and year of admission to the program. Graduate courses taken prior to admission that are included on the iPOS must have been completed within three years of the semester and year of admission to the program.

## **STUDENT RESOURCES**

### **[Graduate College Resources and Services](#)**

#### ***Academic and Professional Development***

[ASU Libraries](#)

[Graduate Academic Support Center](#) (Statistics and Writing)

[Career Services](#)

[Graduate and Professional Students Association](#)

#### ***Student Support Services***

[International Student Services](#)

[ASU Health Services](#)

[ASU Counseling Services](#)

[Student Accessibility and Inclusive Learning Services](#)

[Pat Tillman Veterans Center](#)

[Graduate Wellness Resources](#)

[10 Best Practices in Graduate Student Wellbeing](#)

[College of Health Solutions Graduate Student Site](#)

***Business and Finance Services***

[Downtown Phoenix Campus Parking](#)

[Public Transit](#)

[Campus Shuttles](#)

[Student Business Services](#)

[ASU Sun Devil ID Card Services](#)

[Banking on Campus](#) (Midfirst Bank)