

Undergraduate Program Handbook

Department Overview and Program of Study



STATEMENT ON DIVERSITY, EQUITY, AND INCLUSION

One of UWM's principle Guiding Values highlights the importance of diversity, equity, and inclusion "in all of its definitions, including who we are, how we think, and what we do." The Psychology Department takes this very seriously and we are actively working to ensure that our students have an outstanding academic experience, with the support and guidance of faculty and staff who care deeply about their needs. With the needs of a diverse student body in mind, we have strengthened our resolve to help you succeed, by committing additional time and resources to Diversity, Equity, and Inclusion. If you have concerns, suggestions, or questions that you would like to bring to our attention, we would be very grateful to hear them. We are here to be of service and to help you succeed at UWM and out in the community!

TABLE OF CONTENTS

Welcome	3
Undergraduate Program Overview	
Mission, Goals & Objectives	4
Program Tutorials	5
Academic Requirements and Program of Study	
Requirements for the Major and Minor	5
Declaring the Major or Minor	6
Course Sequencing	6
Honors in the Major	7
List of Psychology Courses	8
Areas of Specialization – Suggested Courses	10
L&S General Education Requirements	12
Transfer Students and Course Equivalencies	12
Study Abroad Course Equivalencies	12
Retaking Courses	12
Advising	
Psychology Advising	13
L&S Advising	14
Undergraduate Research Opportunities	
Benefits of Research Assistantships	14
Course Credit and Paid Research Opportunities	14
Finding a Research Assistantship	15
Senior Thesis	15
Field Placements	
General Field Placement Requirements	16
How Does It Work?	16
Finding a Field Placement	18
After UWM	
Careers in Psychology	18
Preparing for Graduate School	20
Other Resources for Faculty and Students	
Tutoring and Academic Support	21
Appeals, Grievances, and Concerns	21
Accessibility Resource Center	21
Writing Center	22
Student Health & Wellness Center	22

WELCOME

Welcome to the Undergraduate Program in Psychology at UWM. We hope that you find this handbook informative and encourage you to reach out and ask for help or guidance when you have questions.

The Undergraduate Program in Psychology at UWM provides students with opportunities to learn about the science of human behavior, including training in research methods that are used to conduct experiments. Faculty in our department have a wide range of expertise in clinical psychology, health psychology, and neuroscience, and students have opportunities to pursue increasingly specialized coursework in these, and other, domains. As a psychology major, you will choose to pursue either the Bachelor of Arts degree or the Bachelor of Science degree.

In addition to traditional lecture-based and laboratory courses, the Psychology Department provides students with access to practical training opportunities. Many of our students serve as research assistants in faculty-directed labs and complete field placements with community organizations related to their career interests. These experiences permit our students to apply what they've learned in the classroom and provide them with opportunities to learn from professionals in the field. The skill set that you will develop in the context of this work will be helpful after you graduate whether you are looking for your first career-focused job or plan to apply to graduate school.

Although the undergraduate major in psychology does not focus on professional training, it provides an excellent foundation for many careers. Some careers require a graduate degree or specialized training, but there are also many options for students who have earned a bachelor's degree. Information about career planning can be found in this handbook and on our departmental website. In addition, we encourage you to actively explore your options in conversations with your faculty advisor, and to take advantage of resources that have been curated for this purpose by staff at the UWM Center for Student Experience and Talent.

In this handbook you will find an overview of the Psychology Program at UWM, including course requirements, research and field placement opportunities, and advising options. The handbook also describes other resources for academic success and career exploration. If you have a question that is not addressed here, please get in touch with your psychology faculty advisor, your L&S advisor, the Academic Program Manager in Psychology (Dorrie Van Kerkvoorde – unertl@uwm.edu), or the Director of the Undergraduate Program in Psychology (Dr. Deborah Hannula – hannula@uwm.edu). More generally, if you have suggestions about how we might improve the program or make your experience at UWM better, please let us know. It is important to us that you have access to the tools, resources, and support that you need to succeed. If you come up against a stumbling block, we encourage you to reach out for help. We will do our best to respond promptly and to provide guidance about how best to proceed.

We are invested in your success and look forward to having you in the program.

Sincerely,

Dr. Deborah Hannula, Director of the Undergraduate Program in Psychology
Dorrie Van Kerkvoorde, Academic Program Manager in Psychology
Dr. W. Hobart Davies, Department Chair

UNDERGRADUATE PROGRAM OVERVIEW

MISSION/PURPOSE

Psychology is a scientific discipline that aims to describe, explain, and predict behavior. The mission of the UG Program in Psychology is to: a) provide students with instruction focused on core concepts from many domains of psychology, b) foster understanding of the biopsychosocial bases of behavior, c) facilitate understanding of, and proficiency in, scientific methods and statistics, d) encourage appreciation for the applicability of psychological principles to everyday problems, and e) enhance critical thinking and communication skills relevant to many career paths.

PROGRAM GOALS AND LEARNING OBJECTIVES

Upon completion of the psychology major, students will be able to:

Identify and explain key concepts, theoretical perspectives, and scientific findings from major subfields of psychology.

Students will learn about major content areas in psychology including the social and biological bases of behavior, with emphasis on development, sensation and perception, language, learning and memory, individual differences, stress and coping, psychopathology, psychological assessment and intervention, and multicultural psychology.

Demonstrate competence in scientific inquiry, critical thinking, and creative problem-solving.

Students will demonstrate knowledge of experimental methods, research design, descriptive and inferential statistics, and ethical principles governing research. They will understand how to apply this knowledge in the face of complex problems and will know how to interpret scientific data.

Communicate complex ideas clearly, effectively, and succinctly across a wide range of mediums.

Students will be versed in professional writing conventions (e.g., grammar, audience awareness, formality). They will be able to write clearly and concisely and will know how to appropriately organize, develop, and share their ideas in writing and while speaking.

Translate academic skills to the workforce, graduate school, or professional education in service of making positive contributions to local communities.

Students will have opportunities to apply what they have learned in the classroom by working in faculty-directed research labs or with community organizations related to their career interests. In these contexts, students will develop a practical skill set that complements their knowledge of psychology and is valued in the workplace and the broader community.

Articulate the practical value of psychological science in the workplace and to modern society.

Students will learn how to identify and describe skills that they have developed in the classroom and in the broader context of their educational experiences at UWM. They will understand the practical value of this skill set and of psychological science as a catalyst for healthy, productive, and positive contributions to society.

PROGRAM TUTORIALS AND INFORMATION

This handbook, an [Introductory Video for Majors](#), and the information available in the undergraduate section of the [Departmental Website](#) are the primary sources of information about the program. From these materials you can learn about program requirements, advising, research or field placement opportunities, and careers in psychology. As a psychology major (or minor), you will be assigned a faculty member from the department to serve as your psychology advisor. This person can help you navigate the Psychology Program and provide you with information about graduate school and potential career paths.

ACADEMIC REQUIREMENTS AND PROGRAM OF STUDY

REQUIREMENTS FOR THE MAJOR AND THE MINOR

Requirements for the Major	Requirements for the Minor
<ul style="list-style-type: none"> ▪ Psychology 101, Introduction to Psychology ▪ Psychology 210, Psychological Statistics ▪ Psychology 254, Physiological Psychology ▪ Psychology 325, Research Methods ▪ ONE from: Psych 205, 211, 214, 220, 230, 260 ▪ EITHER: <ul style="list-style-type: none"> ✓ THREE <i>Systems and Foundations</i> Courses <u>AND</u> TWO <i>Advanced Laboratory</i> Courses OR ✓ FOUR <i>Systems and Foundations</i> Courses <u>AND</u> ONE <i>Advanced Laboratory</i> Course 	<ul style="list-style-type: none"> ▪ Psychology 101, Introduction to Psychology ▪ ONE from: Psych 205, 210, 211, 220, 214, 230, 254, or 260 ▪ FOUR additional psychology courses, <u>at least THREE</u> must be at the 300-level or higher ▪ NOTE: Although 210 and 325 are not required, you are advised to take these courses if you are considering the major. Both 210 and 325 are required courses for majors <i>and</i> they are prerequisites for enrollment in Advanced Labs.

Bachelor of Arts vs. Bachelor of Science Requirements

Required psychology courses for the major are identical for the BA and the BS degrees. However, the [L&S degree requirements](#) are different. For instance, BS students must complete at least 30 credits of [L&S Approved Advanced Natural Science](#) courses (in any L&S department, not just in Psychology). Psychology courses that satisfy this requirement are noted with an ^{NS} designation in the list of courses on pages 8-9 in this handbook. Most students opt for the BA, which is appropriate if your intention is to work in the helping professions, broadly speaking. If you are interested in a career path that is more scientifically or computationally oriented (e.g., as a research scientist) or plan to apply to PhD programs or to medical school, then the BS may be the right choice for you. If you're not sure about this decision, please take time to discuss these options with your assigned L&S advisor.

Tracking Progress

It is recommended that you track your progress in psychology by using our checklists: the [Major Checklist](#) or the [Minor Checklist](#). In addition, you should meet at least once per year with your Psychology Faculty Advisor (psychology-specific requirements) and your L&S Advisor (general degree requirements) to determine whether you are on track for timely completion of your studies.

DECLARING THE MAJOR OR MINOR

There are multiple ways to have the psychology major officially recorded. New freshmen and transfer students can declare psychology as a major upon entrance to UWM. Continuing students interested in changing their major to psychology can do so via the [Online Declaration of Major Form](#). In any case, declare the major as soon as you can. Data have shown that students who declare early are more likely to successfully complete their degree.

How to Declare the Major or the Minor

- *Psychology Majors*: Complete the online [Declaration of Major Form](#)
- *Psychology Minors*: Complete the online [Declaration of Minor Form](#)

IMPORTANT: If you notice that a change has not been made to your record within 2 weeks of completing the required paperwork, please write Academic Program Manager Dorrie Van Kerkvoorde at unertl@uwm.edu. She will check on the status of your request.

COURSE SEQUENCING AND GPA REQUIREMENTS

The major is designed to provide breadth and depth of knowledge, and to help you build skills in research methods. To meet these objectives, psychology majors take a sequence of four required courses (i.e., the Research Methods Course Sequence), beginning with Psychology 101. After you have passed Psychology 101 (D- or higher) you may take other courses in psychology. However, when you enroll, please be mindful of prerequisites and make sure that you are eligible for registration. For the major, you must complete at least 32 credits (10 courses) in psychology. In addition, your GPA in these courses must be a 2.0 or higher. Please see the major checklist for information about how the psychology GPA is calculated for transfer students. If you have questions about requirements or believe that course equivalency should have been granted but was not, please contact us.

Research Methods Course Sequence

1. ***Psychology 101 – Introduction to Psychology***. Psychology 101 is the gateway course to the major and must be completed by all of our students. If you have received a score of 3, 4, or 5 on the AP Psychology Test or have successfully completed an equivalent course at another institution, you will receive credit for Psychology 101 at UWM. Psychology 101 is a prerequisite for every other course in the department, including Psychology 210 (Statistics). Please be aware that you must earn C's or better in Psychology 210 and in Psychology 101 (or an AP Test Score of 3, 4, or 5) to enroll in Psychology 325 (Research Methods) – there are no exceptions to this rule.
2. ***Psychology 210 – Psychological Statistics***. This course provides foundational knowledge in statistics used in scientific research. It is a prerequisite for Psychology 325 (Research Methods). To enroll in Psychology 210, you must have passed Psychology 101 and the Quantitative Literacy Part A requirement: a grade of C or higher in Math 102, 103, 105, 108, 111 (also listed as Philosophy 111), 175, or the equivalent. Psychology 210 satisfies the Quantitative Literacy Part B requirement.
3. ***Psychology 325 – Research Methods***. This course covers hypothesis testing, design, analysis, and interpretation of psychological experiments, as well as how to write research reports. This course is a prerequisite for Advanced Laboratory courses – you *cannot* take Psychology 325 and an Advanced Laboratory course concurrently. Therefore, do not wait until the final semester of your senior year

to take this course. As indicated above, grades of C or better in Psychology 101 and Psychology 210 are required for enrollment in this course. If you do not meet the C or better threshold, you will need to repeat a course (Psych 101, Psych 210, or both) in order to meet the prerequisite; the maximum number of attempts per course is three, and permission is required to repeat a course (see p. 12). Note that you must also complete the Oral and Written Communication Part A requirement (a grade of C or higher in English 102 or the equivalent) before enrolling in Psychology 325. Psychology 325 satisfies the Oral and Written Communication Part B requirement. This course has a history of filling up quickly, so please plan ahead. Ideally, you should complete Psych 325 in the second semester of your sophomore year, the first semester of your junior year, or earlier.

4. **One (or two) Advanced Laboratory course(s).** The Advanced Lab courses apply the statistical concepts and research methods learned in 210 and 325 to a specific area of psychology. These courses satisfy the L&S research requirement. As indicated above, Psychology 325 is a prerequisite for enrollment in an Advanced Laboratory course; they cannot be completed at the same time.

Discipline-Specific Coursework in Psychology

Once you have completed Psychology 101, you can also register for increasingly focused courses in specialized areas of psychology.

Discipline-Specific 200-Level Courses (205–Personality, 211–Current Topics, 214–Conditioning and Learning, 220–Cognitive Psychology, 230–Social Psychology, 254–Introduction to Neuroscience, 260–Child Psychology) are a good place to start after completing Introductory Psychology. The 200-level courses focus on specific domains of psychology and may be prerequisites for more advanced courses. Note that Psychology 254 is required of all majors and is a prerequisite for most upper-division neuroscience courses. In addition to 254, at least one other 200-level course is required for the major.

Systems and Foundations Courses can be completed any time after Psychology 101, if you meet the prerequisites. These courses count towards advanced course requirements for majors (and minors). Please see the class list (p. 8-9) or the [Psychology Major Checklist](#) for details.

We recommend that you speak with your L&S and Psychology Faculty Advisors about course planning.

HONORS IN THE MAJOR

Psychology majors who meet the following criteria are awarded Honors in the major:

1. Cumulative GPA of 3.0 or higher on all attempted credits.
2. Average GPA of 3.5 or higher in all psychology classes.
3. Average GPA of 3.5 or higher in advanced psychology coursework (300-level or higher).

LIST OF PSYCHOLOGY COURSES

Required Courses for the Major

These courses provide a foundation in the major domains of psychology and an understanding of the methodologies used to conduct research in these domains.

<u>NUMBER</u>	<u>TITLE</u>	<u>CREDITS</u>	<u>PREREQUISITES</u>
101	Introduction to Psychology	3	None
210	Psychological Statistics	4	101; Quantitative Literacy, Part A
254	Introduction to Neuroscience	3	101
325	Research Methods in Psychology	4	C or higher in 101 & 210; Oral and Written Communication, Part A

One of the following six courses:

<u>NUMBER</u>	<u>TITLE</u>	<u>CREDITS</u>	<u>PREREQUISITES</u>
205	Personality	3	101
211	Current Topics in Psychology	3	101
214	Introduction to Conditioning & Learning	3	101
220	Introduction to Cognitive Psychology	3	101
230	Social Psychology: Psychological Perspectives	3	101
260	Child Psychology	3	101

Systems and Foundations Courses

Students must take EITHER four Systems and Foundations courses AND one Advanced Lab OR three Systems and Foundations and two Advanced Labs. (R) = recommended course.

^{NS} denotes Advanced Natural Science course: BS requires 30 L&S Advanced Natural Science credits (in any L&S department). Does not apply to BA.

<u>NUMBER</u>	<u>TITLE</u>	<u>CREDITS</u>	<u>PREREQUISITES</u>
319	LGBTIQ Psychology	3	Junior standing; 101
320	Psychology of Gender	3	Junior standing; 101
407	Personality Theory	3	205
412	Abnormal Psychology	3	101
433	^{NS} Neuropsychology	3	254; or consent
454	^{NS} Psychopharmacology and Addiction	3	254; or consent
503	^{NS} Perception	3	Junior standing; 9 Psych credits
510	^{NS} Advanced Psychological Statistics	3	Junior standing; 210
540	Clinical Psychology: Science and Practice	3	Junior standing; 412
550	History of Psychology	3	Junior standing; 9 Psych credits
555	Health Psychology	3	Junior standing; 101
578	Psychology of Race, Ethnicity, and Health	3	Junior standing; 101
610	^{NS} Experimental Design	3	Junior standing; 210
611	Current Topics: (subtitled), topics include: <i>^{NS} Cannabis and the Brain</i> <i>^{NS} Neurobiology of Stress</i> <i>^{NS} Brain Injury & Recovery</i> <i>Positive Psychology & Happiness</i>	3	Junior standing; vary by topic

627	^{NS} Cognitive Neuroscience	3	Junior standing; 254; 220(R); or consent
630	^{NS} Cellular & Molecular Neuroscience	3	Junior standing; 254; or consent
645	^{NS} Hormones and Behavior	3	Junior standing; 254; or consent
657	^{NS} Neurobiology of Learning and Memory	3	Junior standing
680	^{NS} Psychology of Aging	3	Junior standing; 325; or consent
682	^{NS} The Aging Brain	3	Junior standing; 254; or consent

Advanced Laboratory Courses

These courses provide first-hand laboratory experience with research techniques in a particular area of psychology. You must have passed Psychology 325 with a grade of D- or higher to enroll; additional prerequisites or recommended (R) courses may apply.

<u>NUMBER</u>	<u>TITLE</u>	<u>CREDITS</u>	<u>PREREQUISITES</u>
502	Applied Behavior Analysis	4	Junior standing; 325
505	Cognitive Processes	4	Junior standing; 325
611	Special Topics (subtitled)	4	Junior standing; 325; others based on topic
623	^{NS} Perceptual Processes	4	Junior standing; 325, 503(R)
654	^{NS} Advanced Physiological Psychology	4	Junior standing; 254; 325
656	^{NS} Psychophysiology	4	Junior standing; 325; 254(R)
660	Experimental Child Psychology	4	Junior standing; 325; 260(R)
677	Experimental Social Psychology	4	Junior standing; 325; 230(R)

AREAS OF SPECIALIZATION – SUGGESTED COURSES

There are currently no transcribed concentrations or “tracks” in the major. Students may tailor their program of study to a specific area of psychology or choose to take a broad and general survey of psychology courses. The UWM Psychology Department has strengths in the following areas:

Health Psychology	Effects of psychological and behavioral factors on physical and mental health.
Mental Health	Introduction to psychological disorders, assessment, and treatment. NOTE: You CANNOT become a licensed therapist with a bachelor’s degree; graduate training is required.
Neuroscience	Exploration of brain-behavior relationships in humans and non-human animals.

Suggested Coursework: The following courses would be appropriate for students seeking an emphasis in one of these three areas of specialization. Note that these lists are not exhaustive (see p. 8-9).

Health Psychology Emphasis		
	Course #	Course Name
Introductory Content	230	Social Psychology
Systems and Foundations	319	LGBTIQ Psychology
	320	Psychology of Gender
	555	Health Psychology
	578	Race, Ethnicity, and Health
	680	Psychology of Aging
Advanced Labs	656	Psychophysiology
	677	Experimental Social Psychology

Mental Health Emphasis		
	Course #	Course Name
Introductory Content	205	Personality
	214	Conditioning and Learning
	260	Child Psychology
Systems and Foundations	319	LGBTIQ Psychology
	320	Psychology of Gender
	407	Personality Theory
	412	Abnormal Psychology
	433	Neuropsychology
	454	Psychopharmacology and Addiction
	540	Clinical Psychology: Science and Practice
	680	Psychology of Aging
Advanced Labs	502	Applied Behavior Analysis
	660	Experimental Child Psychology

Neuroscience Emphasis		
	Course #	Course Name
Introductory Content	211	Intro to Cognitive Psychology
	254	Introduction to Neuroscience (required course for all majors)
Systems and Foundations	433	Neuropsychology
	454	Psychopharmacology and Addiction
	503	Perception
	611	Current Topics (check catalog for current listings)
	611	Cellular & Molecular Neuroscience
	627	Cognitive Neuroscience
	645	Hormones and Behavior
	657	Neurobiology of Learning and Memory
Advanced Labs	682	The Aging Brain
	505	Cognitive Processes
	623	Perceptual Processes
	654	Advanced Physiological Psychology

GENERAL EDUCATION REQUIREMENTS – COLLEGE OF LETTERS & SCIENCE

To graduate with a Bachelor's Degree from the College of Letters & Science, students must complete the requirements for the major and the [L&S degree requirements](#). Students should meet regularly with their [L&S advisor](#) to ensure timely progress toward the degree. Appointments can be scheduled with L&S advisors using [Navigate](#).

TRANSFER STUDENTS AND COURSE EQUIVALENCIES

For the major, transfer students must complete at least 15 upper-level credits (300-level or higher) in Psychology at UWM. For the minor, transfer students must complete at least 9 upper-level credits (300-level or higher) in Psychology at UWM. Please consult the [L&S degree requirements](#) or ask your L&S advisor about any additional requirements that apply to transfer students (beyond the major or minor).

UWM will count transfer courses from other institutions as UWM equivalents if we offer the same (or a very similar course). Sometimes, psychology courses do not automatically transfer as UWM equivalents despite strong overlap in course content. To request consideration for such courses to be counted as equivalent to a UWM Psychology course, please send a copy of the course syllabus along with the name/number of the course that you'd like credit for to the Director of the Undergraduate Program in Psychology, Dr. Deborah Hannula (hannula@uwm.edu). Please note that Professor Hannula can only make equivalency decisions about Psychology courses.

STUDY ABROAD COURSE EQUIVALENCIES

Students who study abroad must earn at least 15 upper-level (300-level or higher) non-transfer UWM credits in Psychology. To request consideration for study abroad courses to count as UWM equivalents, obtain the Course Equivalency Approval Form from the [Center for International Education](#). Then, contact the Director of the Undergraduate Program in Psychology, Dr. Deborah Hannula at hannula@uwm.edu to determine whether the courses in your study abroad program satisfy UWM Psychology requirements.

RETAKE COURSES

Students who would like to retake a course for the second time should complete this [form](#) available on our departmental website. To take a course for the third time, you must have permission from the Director of the Undergraduate Program in Psychology and should write her directly to request this permission (hannula@uwm.edu). In your message, you should explain why you need to retake the course and why you are in a better position now to succeed. Note that you may not retake a course more than twice (three times total).

Psychology 101 (Introduction to Psychology) and Psychology 210 (Psychological Statistics) are among the most frequently retaken courses. This is because a C or higher in both is required to enroll in Psychology 325 (Research Methods), a required course in the major. If you avoid retaking these courses, it will save time and money!

ADVISING

Students will be assigned a faculty member to serve as their psychology advisor soon after declaring the major or minor. However, there is no need to wait until declaring the major to ask for help. Psychology faculty advisors are best able to assist with questions about the Psychology Program, graduate school or other training opportunities, and career planning. If you are not yet a declared Psychology major, you may reach out to Academic Program Manager Dorrie Van Kerkvoorde at unertl@uwm.edu for assistance with psychology-related questions. L&S advisors (see p. 13) can help with questions about general degree requirements. Students are encouraged to meet with their advisors regularly.

YOUR FACULTY ADVISOR

Current faculty advisors are listed under their areas of expertise in the table below. When your faculty advisor has been assigned, you will be notified by email. To schedule an appointment with your faculty advisor, you will need to write them directly; this *cannot* be done using Navigate.

Area of Interest	Description	Faculty Advisors	UWM Email
Mental Health	Introduction to psychological disorders, assessment, and treatment. NOTE: You CANNOT get licensed as a therapist with a bachelor's degree.	Cahill Davies Klein-Tasman Larson Lee Lisdahl Nagy Shorey	cahill@uwm.edu hobart@uwm.edu bklein@uwm.edu larsoncl@uwm.edu leehj@uwm.edu medinak@uwm.edu ganagy@uwm.edu shorey@uwm.edu
Health Psychology	Effects of psychological and behavioral factors on physical health and well-being.	Merritt	merrittm@uwm.edu
Neuroscience	Exploration of brain-behavior relationships in humans and non-human animals.	Bowman Frick Georgiou Hannula Lopez-Rojas Morton Moyer Swain	bowman2@uwm.edu frickk@uwm.edu georgiop@uwm.edu hannula@uwm.edu lopezroj@uwm.edu nmorton@uwm.edu jrmoyer@uwm.edu rswain@uwm.edu
General	Take a broad range of courses on any topic in psychology <i>* all faculty above are also appropriate</i>	Barr Cooley Hieber Kunz Lenz	athomas4@uwm.edu cool@uwm.edu lshieber@uwm.edu kunzj@uwm.edu plenz@uwm.edu

DIRECTOR OF UNDERGRADUATE STUDIES & ACADEMIC PROGRAM MANAGER

Students are also welcome to consult with the Director of the Undergraduate Program in Psychology, Dr. Deborah Hannula, hannula@uwm.edu, or the Academic Program Manager, Dorrie Van Kerkvoorde, unertl@uwm.edu. They can handle inquiries about undergraduate matters, including course transfers, course permissions, and other course-related questions, problems or grievances that arise, graduate school admissions, and career planning. If you have a question and don't know where to go for help, this is a good starting point.

L&S ADVISING

Your L&S (or other school/college) advisor is the ideal person to assist with general degree requirements and course planning. They can help ensure that you are enrolled in appropriate general education and breadth courses, and that you have satisfied other L&S and university-wide requirements for graduation. They also can assist you with the requirements for the psychology major and minor. Your psychology faculty advisor can assist you with planning your psychology courses and career development, but they will not be able to assist you with the general degree requirements.

The name of your advisor is available on the top right of your unofficial transcript in PAWS and in [Navigate](#). It is our recommendation that you meet with your L&S advisor regularly.

UNDERGRADUATE RESEARCH OPPORTUNITIES

BENEFITS OF RESEARCH ASSISTANTSHIPS

Participating as a research assistant in a faculty-directed lab provides students with opportunities to learn more about experimental design and data analysis, and to develop important problem solving, interpersonal, and critical thinking skills. Research assistantships also are an excellent way to work more directly with a faculty member, which can be useful when letters of recommendation or references are required for graduate school or employment. Research experience can be helpful if you plan to apply to graduate school, and is a must if you intend to apply to PhD programs. In fact, the earlier you start the better – freshman and sophomores are encouraged to get involved. Many of our faculty maintain lab websites where they post descriptions of current research projects, provide links to their publications, and may indicate how undergraduates can join their lab. These sites can be accessed via [faculty profiles](#) on our departmental website.

COURSE CREDIT AND PAID RESEARCH OPPORTUNITIES

Students can earn credit for research activities by enrolling in Psych 290 (freshman and sophomores), or Psych 690 (juniors and seniors). In addition, some paid opportunities are available in the form of *Support for Undergraduate Research Fellowships* ([SURF](#)) awarded by the [Office of Undergraduate Research](#). Applications for the SURF award must be prepared and submitted with a faculty sponsor. You may also work in a lab on a voluntary basis. Talk with your faculty research supervisor about these options to determine what's best, and to see whether you should apply for a SURF award.

FINDING A RESEARCH ASSISTANTSHIP

1. Identify a faculty member (or members) whose research is most in line with your interests and career objectives.
 - Think about what aspects of psychology interest you. Read scientific articles in this area.
 - Identify faculty members who are conducting research that you find interesting. Brief research descriptions are provided in [faculty profiles](#) where you will also find links to faculty-maintained lab websites.
 - Other departments (e.g., Social Work, Educational Psychology, Kinesiology, Public Health, Biological Sciences) also offer research opportunities that may be of interest to you. Consult their websites if you do not find relevant options in the Psychology Department.
 - Finally, you may find it useful to consult the [Research Projects Database](#) maintained by the Office of Undergraduate Research. This is a list of active research studies across campus. Staff from OUR will do their best to help connect you with faculty mentors conducting the studies that you find particularly compelling.
2. Apply to work in the lab(s) that interest you.
 - Do NOT send a mass email to several faculty at once.
 - Contact the faculty member that you are interested in working with directly or solicit help from the staff in the Office of UG Research (see above). When you contact a faculty member, send a *brief* email message that includes a description of your background (e.g., major, year in school) and information about why you are interested in their lab.
 - Do your homework before you send a message! Read recently published papers from the lab and make sure that you understand the kind of research that they do.
 - Some faculty have specific instructions for students interested in working in their labs. Make sure to check lab websites for this kind of information.
3. If opportunities are not currently available, don't be afraid to inquire again in a few months, or to ask the faculty member if they may have spots available in future semesters.

SENIOR THESIS

Students involved in research may be eligible to complete a senior thesis. These students enroll in Psychology 698 and are expected to develop an original research idea and conduct a faculty-supervised research study based on their proposal. Completing a senior thesis may make a student more competitive for admission to graduate school.

Procedures for Completing a Senior Thesis

Oftentimes, students who complete a senior thesis have previous experience working in a faculty-directed research lab, and that faculty member has agreed to serve as the thesis advisor. Whether you've had this experience or not, students eligible for completing a senior thesis must identify a faculty member willing to supervise their work and must have a cumulative GPA no less than 3.5. Remaining procedures are outlined on the next page. Some of these procedures are guidelines to be discussed with your faculty supervisor and others are requirements.

Students must form a thesis committee consisting of their research advisor and at least one other UWM faculty member. Before conducting the thesis research, students are encouraged to write a *thesis proposal* and defend it at a meeting of the thesis committee. After the research is completed, students are required to write a *thesis* and give an oral defense at a meeting of the thesis committee.

FIELD PLACEMENTS

Psychology is one of the most popular majors in the United States. Thousands of graduates each year will have completed basic coursework in psychology. Field Placement work provides students with an opportunity to set themselves apart and get some real-world experience outside of the traditional classroom setting. Field Placements are essentially like internships – they are often volunteer positions with community organizations or companies that have psychology-relevant missions (e.g., organizations that provide refuge for troubled youth, crisis hotlines). Students who earn Field Placement credit are typically very satisfied with the experience – many students use the Field Placement as a springboard for identifying an eventual career path, as it permits them to *try out* or *get a feel for* a profession before they've graduated. If things don't work out and you decide that this kind of work just isn't for you, then try something else (the Field Placement can be repeated). Keep in mind that professionalism is paramount in these positions. The placement site is a great place to have meaningful interactions with professionals in the community who may be willing to write a letter of recommendation on your behalf or provide important advice about career opportunities.

GENERAL FIELD PLACEMENT REQUIREMENTS

With the permission of a faculty sponsor, students can register for field placement credit by enrolling in Psych 292 (freshman, sophomores), 692 (juniors), or 697 (seniors). Field placements are 3 credits, which corresponds to 9-10 work hours per week in a regular semester. See also Step 5 on p. 17.

HOW DOES IT WORK?

Step 1: Identify a Field Placement site.

It is your job to identify a worksite where you will complete Field Placement activities. If you have questions about whether the placement site you have in mind is appropriate or need advice about how to find a placement site, please see the relevant section below and/or write the Undergraduate Program Director – Dr. Deborah Hannula: hannula@uwm.edu. Placement sites must be approved by the department.

Step 2: Make sure that the Field Placement site can accommodate required work hours and that you will have an assigned supervisor.

The Field Placement is a 3-credit course. Consistent with the [UWM credit hour policy](#), this means that you must be on site (at the workplace) no fewer than 9 hours per week (i.e., 9 hours/week x 15-week semester = 135 hours total). If you have identified a placement site that cannot accommodate this schedule, then one solution would be to volunteer for two semesters (e.g., in the fall and spring terms) and register for credit in the second semester, with total time across semesters no less than 135 hours. Such plans must be approved by a faculty member in psychology. Additionally, please note that the

total number of required work hours remains the same during the summer, but that the schedule is condensed (e.g., a 9-week summer term would correspond to no fewer than 16 hours per week). In addition to these time requirements, you must have an assigned supervisor at the worksite who will complete our required paperwork (i.e., the Field Placement Contract and 2 Performance Evaluations), provide professional advice, etc. – make sure that you communicate this to the person that you speak with at the potential placement site.

Step 3: Find a Faculty Advisor.

Once you have secured a Field Placement position, you will need to identify a [faculty member](#) from the Psychology Department who is willing to serve as your Field Placement advisor. Ideally, this will be someone with relevant expertise, but it could also be an instructor that you've had and especially liked – any of our faculty can serve in this capacity, but you *must get their permission* before you register. The best way to do this is to reach out by email, explain that you're interested in doing a Field Placement and what that will entail (i.e., where you'll be working), and ask whether they have time to serve as your faculty advisor.

Step 4: Register for Field Placement Credit.

After you have identified a faculty member willing to serve as your Field Placement advisor, Dorrie Van Kerkvoorde (unertl@uwm.edu), the Academic Program Manager in Psychology, can apply permissions in PAWS for registration. When you write to request permission for registration, [copy your faculty field placement advisor on the message](#), include your student ID#, and indicate which course you would like to register for: Psych 292 (Freshman, Sophomores), Psych 692 (Juniors, Seniors).

Step 5: Understand the Expectations.

A Canvas site will be made available by your faculty field placement advisor. By the first day of class, it is expected that you will have completed the *Field Placement Contract* with your worksite supervisor. In addition, your supervisor will complete two performance evaluations and should discuss them with you, one mid-semester and one at the end of the semester. Fillable forms will be available on the Canvas site and can be found [here](#) (scroll to the bottom of the page). The completed forms will be uploaded to corresponding assignment folders in Canvas. In addition to the required paperwork, you will submit regular Activities Reports, logging your work hours and describing the activities you've performed in the reporting period. You will also schedule a meeting with a professional advisor at the UWM Center for Student Experience and Talent (i.e., professional development) and submit a report based on that discussion. Finally, at the end of the semester, you will prepare a Term Paper and schedule an Exit Meeting with your faculty advisor. If you would like to see a copy of the course syllabus, please write the Undergraduate Program Director, Dr. Deborah Hannula (hannula@uwm.edu).

Step 6: Be Punctual and Professional on the Job – Make the Most of this Experience!

As indicated above, the Field Placement is a great opportunity to meet and interact with professionals in the community. These people can offer important career advice and may be able to write letters of recommendation when you apply for graduate school or for a job. In some cases, students have been asked to stay on as paid employees after completing the field placement. Therefore, it is critical that you make the best possible impression while you are working at the placement site.

FINDING A FIELD PLACEMENT SITE

It is your responsibility to find a placement site and to confirm that there are volunteer (or, sometimes paid) positions available that would meet the Field Placement requirements (e.g., 9 hours/week on site over the course of a *regular 15-week semester*, roughly 135 hours on site, a supervisor willing to complete required paperwork). Sometimes, businesses, non-profits, and healthcare organizations in the community reach out to us directly with opportunities that are available. This information is typically passed along to Psychology Majors and Minors in email messages from the Undergraduate Program Director (Deborah Hannula) or the Academic Program Manager (Dorrie Van Kerkvoorde), so please make sure to read your email and confirm that messages from the department are not ending up in your Clutter or Junk folders. In addition, a list of potential sites – some that our students have partnered with in the past – is provided [here](#). It is important to note that placements are not limited to the list of sites here; this is just meant to serve as a starting point. Once you have identified a potential placement site, please send an email message to your faculty advisor or to the Undergraduate Program Director (Dr. Deborah Hannula: hannula@uwm.edu) and ask whether the organization is appropriate for Field Placement work. If the answer is yes, then you will need to contact the site and confirm that they have volunteer positions available, that they can accommodate the required number of on-site hours, and that you will have an assigned supervisor who can fill out the required paperwork, provide professional advice/guidance, etc. **Students who are completing the degree entirely online are absolutely encouraged to take advantage of the Field Placement option** – in this case, you would identify a placement site near home. Otherwise, the requirements remain the same.

****Please note that the department does not sponsor Field Placements involving observation or work with non-human vertebrate animals without a protocol approved by the Institutional Animal Care and Use Committee.**

Here are a few examples of the Field Placement Sites where students from our program have volunteered in recent years:

Children’s Wisconsin	Milwaukee County Behavioral Health Division
COPE Services Crisis Line	Sojourner Family Peace Center
Easter Seals of Southeast Wisconsin	Lad Lake
Rogers Behavioral Health	Walker’s Point Youth and Family Center

AFTER UWM

CAREERS IN PSYCHOLOGY

It is never too early to start thinking about where you’d like to end up after graduating from UWM. This will permit you to make the best use of campus resources that can help you achieve your professional goals. Psychology majors enter a wide range of professions. Some students go on to graduate school, which is required to become a practicing counselor or therapist. Others find careers in business, education, human services, and other professions. Sometimes choosing a career is the hardest decision students make.

There are many online resources available to explore career options. You may find the [Careers in Psychology](#) and [APA's Education and Career](#) websites helpful, and [UWM's Center for Student Experience & Talent](#) maintains a variety of online tools (e.g., [Handshake](#)) for exploring careers, identifying potential internship sites, and preparing yourself to be competitive for jobs in your chosen field. The Center for Student Experience and Talent also offers informational events and in-person (or virtual) advising on issues related to career planning and development. Finally, you might consult web-based platforms like [Indeed](#) or [Jobs that Help](#) for information about current positions for student who graduate with a degree in psychology.

Career options with a BA or BS in psychology

A bachelor's degree in psychology does not make you a "psychologist." The term psychologist is reserved for those who have completed a doctoral degree in psychology. Many careers in the field of psychology, particularly those that involve providing psychological treatments, require a master's or doctoral level degree. However, a BA or BS in psychology is excellent preparation for many careers in which an understanding of human behavior is important. Psychology is an incredibly broad field and offers training in human behavior, cognition, perception, development, neuroscience, health, and treatment. The American Psychological Association (APA) is the largest organization for professionals in the field. The APA has posted resources for undergraduate students who want to know what they will be able to do with an undergraduate degree in psychology. For instance, you might check out [this interview series](#) that examines the career paths and on-the-job responsibilities of 13 people with degrees in psychology. In addition, the following list contains examples of career paths for individuals with a bachelor's degree in psychology.

- **Community and Social Services:** Program Director, Volunteer Coordinator, Social Worker (in Wisconsin a "social worker" must have a social work degree, but many states use this title for people with psychology backgrounds).
- **Human Resources:** Employee Development, Training Coordinator, Claims Administrator, Employment Interviewer. A minor in [Business](#) is recommended if your desired career is in this area.
- **Scientific Research:** Laboratory Manager, Research Specialist, Marketing Research, Opinion Survey Researcher. If you are interested in a career in research, be sure to join a faculty-directed research lab here at UWM (see p. 13-14, above). Taking additional courses in statistics or computer programming may also be useful. If you want to conduct research as a professor or director of your own laboratory, you will need a Ph.D.
- **Residential Care:** Residential/Human Services Worker (for many populations, including developmentally delayed, juvenile offenders, elderly). If you are interested in working with juvenile (or other offenders) a double major or minor in [Criminal Justice](#) would be useful; if you are interested in healthcare, then consider a double major or minor in [Health Care Administration](#).
- **Management and Business:** Banking, customer service, sales, public relations, restaurant and hotel work in a variety of capacities. Several different minors may be useful for careers in this area, including [Business](#) and [Communication](#).
- **Student Affairs/Services:** Student activities/housing, alumni relations and development work, academic and career advising, higher education administrator.

- **Probations/Parole/Law Enforcement:** Parole Officer, Corrections Officer, Juvenile Intake Worker. Consider a double major or minor in [Criminal Justice](#) if you are interested in careers in this field.
- **Education:** Child Care Worker, Peace Corps Volunteer, Teacher's Aide, Parent Educator. If you are interested in working with children, consider UWM's certificate in [Childhood and Adolescence Studies](#). If you wish to be a K-12 teacher in the public-school system (and some private schools) you will need to complete an [Education](#) degree.

UWM has just over 140 different minors and certificate programs. Check out the [listings](#) and see whether there's something that would complement your training in Psychology.

What do psychologists do?

The Bureau of Labor and Statistics is a government resource that offers detailed information about thousands of career fields, including [Psychology](#). It details what psychologists do on a daily basis, typical work settings, average income, prospective job market, credentials and skills needed to succeed, and more. The [psychologydegrees.org](#) site is also a helpful resource – here's a link to their [Careers Page](#).

Careers like psychology

During your time as an undergraduate student, you will have opportunities to learn about several [subfields of psychology](#). This wide range of exposure to different specialties may solidify your interest in becoming a psychologist but might also lead to other potential career paths. An undergraduate degree in psychology can lead to jobs from social work to academia; from academia to policy making; from project management to administration. Students will be more likely to succeed if they consider, early on, the types of credentials and training that will be needed in their chosen profession; the Field Placement is a great way to test the waters and determine what you're most passionate about. It can also be useful to speak with professionals in your chosen field about their experiences and career path.

PREPARING FOR GRADUATE SCHOOL

A graduate degree, either at the master's or doctoral level, is required for some careers in psychology. For example, a PhD is required to be a professor or a scientist. A graduate degree is also required for many careers that involve providing services to individuals with mental health or similar concerns. Choosing the right graduate program can be complex, especially for students interested in pursuing a career in clinical practice. Students who are interested in a career in clinical practice should be aware that there are several different types of degrees, including a masters, PsyD, or PhD, that can lead to a career in therapy or other types of mental health work. The PsyD is a more clinically oriented version of the PhD and there are different requirements associated with these programs of study. Master's degrees can be particularly confusing because some will allow you to gain licensure to practice psychotherapy independently and some will not. A more detailed description of this nuance can be found in a recent [video](#) prepared by Professor Christine Larson, Director of our Clinical Psychology Training Program. For more information about graduate school, including the application process, please reach out to your psychology faculty advisor.

Becoming a Competitive Applicant for Graduate School

Students should be aware that PhD programs in psychology and neuroscience are extremely competitive. A strong GPA, a well-written personal statement, letters of recommendation (typically three), extensive research experience, and (in many cases) good GRE scores are necessary to be a competitive applicant. PsyD and master's programs are less competitive, but still require good grades, letters of recommendation, and experience outside the classroom (such as research or relevant volunteer work in the field). If you are interested in graduate school, and particularly PhD programs, join a research lab early in your academic tenure! Students should discuss how best to maximize their chances of admission with their faculty advisor. The [Graduate School Planning](#) section of the departmental website also includes lots of helpful resources and strategies for developing a competitive application, including this [document](#) with tips about how to prepare effectively for graduate school. Something to keep in mind is that you will typically (especially in PhD programs) apply to work with a specific faculty mentor. Therefore, you should have firm ideas about your research interests, choose program to apply to based on those interests, and do your homework so that you are knowledgeable about the research that is being conducted by a faculty member that you'd like to work with. Your psychology advisor here at UWM can make suggestions about how to include this information in your personal statement.

OTHER RESOURCES FOR STUDENTS AND FACULTY

TUTORING AND ACADEMIC SUPPORT

The [Student Success Center](#) offers a wide range of tutoring options, particularly for 100- and 200-level courses. In Psychology, supplemental instruction is often (but not always) available for 101, 205, 210, 254, and 260. In addition, weekly small group tutoring is available for these same courses. The Student Success Center also offers walk-in tutoring, tutoring by appointment, and online tutoring.

APPEALS, GRIEVANCES & CONCERNS

L&S has a [formal policy](#) for handling grievances, concerns and grade appeals. Generally speaking, and as outlined in the policy, the first course of action is to discuss the matter with your instructor. Should that not resolve the issue grievances and appeals may be brought to the Undergraduate Program Director, Dr. Deborah Hannula (hannula@uwm.edu) within 30 days of the event/matter that prompted the appeal or grievance.

ACCESSIBILITY RESOURCE CENTER

The [Accessibility Resource Center](#) (ARC) serves students with disabilities. They provide a wide range of support services. Students should consult with staff at the ARC about services offered and how to work with instructors to ensure that services are appropriately implemented in their courses.

WRITING CENTER

Some Psychology courses are writing intensive. The UWM [Writing Center](#) offers both online and face-to-face assistance for students in all subjects and at any point in the writing process.

STUDENT HEALTH AND WELLNESS CENTER

The [Student Health and Wellness Center](#) (SHAW) offers services to students for health problems of all types, including psychological distress. Their website also includes information on [online self-help resources](#), and [after-hours crisis support and teletherapy](#). SHAW offers many other [helpful services and programs](#).