



# DOMINICAN UNIVERSITY

## School of Information Studies

### Master of Library and Information Science Student Planning Form

STUDENT NAME \_\_\_\_\_ ADVISOR NAME \_\_\_\_\_

This form is intended as a planning tool for students to use in developing a course of study. It is not required; neither is an advisor's signature. However, SOIS encourages students to meet with academic advisors early in the program. Don't know who is your advisor? Contact the SOIS office, [sois@dom.edu](mailto:sois@dom.edu), 708-524-6845. Want to change your advisor? Fill out the form on MyDU (select Schools—Graduate School of Library and Information Science—Forms).

#### REQUIRED COURSES

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Prerequisite	Requirement	Date Completed
	<i>Three required core courses</i>	
Recommended first course	LIS 701 Introduction to Library and Information Science	_____
LIS 701 is a pre- or co-req	LIS 703 Organization of Knowledge	_____
LIS 701 is a pre- or co-req	ILS 704 Reference and Online Services	_____
	<i>One required management course</i>	_____
LIS 701, 703, 704 are pre- or co-reqs	LIS 770 Mgmt of Libraries and Information Centers OR LIS 773 School Libraries (the other may be taken as an elective)	

#### ELECTIVE COURSES

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*Questions to think about as you plan your electives:*

Did you transfer in any credit hours when you began the program that have not already counted toward your core and required courses? \_\_\_ Yes \_\_\_ No

If yes, how many? \_\_\_ 3 credit hours (one elective) OR \_\_\_ 6 (two electives)

Mark the list below accordingly.

Do you plan to pursue a certificate or follow a pathway (optional)? View eligible courses at [gslis.dom.edu/academics/mlis](http://gslis.dom.edu/academics/mlis). If yes, which one? \_\_\_\_\_

Are you interested in a practicum or independent study? View requirements and prerequisites at <http://gslis.dom.edu/practicum> or <http://gslis.dom.edu/independent-study-library-information-science>.

Prerequisite	Requirement	Date Completed
	<i>8 courses/24 credit hours electives</i>	
Check course description	Elective 1: _____	_____
“ “	Elective 2: _____	_____
“ “	Elective 3: _____	_____

Prerequisite	Requirement	Date Completed
“ “	Elective 4: _____	_____
“ “	Elective 5: _____	_____
“ “	Elective 6: _____	_____
“ “	Elective 7: _____	_____
“ “	Elective 8: _____	_____
	<i>Some courses are 1.5 credit hours, so you may end up with more than 8 electives:</i>	
“ “	Elective 9: _____	_____
“ “	Elective 10: _____	_____
“ “	Elective 11: _____	_____
“ “	Elective 12: _____	_____

## ADDITIONAL REQUIREMENTS

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### *Applying to graduate*

You must apply to graduate (that is, receive the degree) no later than the end of the drop-add period of the semester in which you expect to graduate. This process is handled through the Office of the Registrar, and you may apply online via MyDU (select Resources—Registrar’s Office—Graduation Information). There is a separate, additional process for confirming participation in a Commencement ceremony. Participating in Commencement is optional. The application for graduation triggers your enrollment in the ePortfolio “course,” LIS 890.

Date Completed \_\_\_\_\_

### *ePortfolio*

All MLIS students must create an ePortfolio that demonstrates mastery of the MLIS Student Learning Goals and Outcomes. Workshops are offered at least once per semester that can help you prepare your e-Portfolio, and your academic advisor can also help you. The e-Portfolio “course,” LIS 890, carries no academic credit and there is no tuition fee charged for it. It is graded on a pass-fail basis and is the final requirement for earning an MLIS degree from Dominican. Visit MyDU (select Schools—Graduate School of Library and Information Science—ePortfolio Requirement for MLIS Grads) for current information, including instructions for completing ePortfolios and the rubric used in assessing them.

- \_\_\_ Attended e-portfolio workshop AND/OR watched e-portfolio video
- \_\_\_ Found e-portfolio information on MyDU
- \_\_\_ Crafted a resume
- \_\_\_ Met with SOIS Coordinator of Career Services for resume review
- \_\_\_ Chosen a platform for the e-portfolio (Weebly, Google Sites, Wix, WordPress, etc.)
- \_\_\_ Mapped a plan/timeline for building the e-portfolio
- \_\_\_ Had my advisor or someone else review my e-portfolio
- \_\_\_ Submitted my e-portfolio for assessment

Date Completed \_\_\_\_\_