

**Arthur Temple College of Forestry and Agriculture**  
**Guidelines for a Successful Non-Thesis Master of Science in Resource**  
**Interpretation**

- **Class Schedule.** Develop a class schedule your first semester with assistance of your major adviser.
- **Registration.** Register for classes online through mySFA. A registration tutorial can be found on the Registrar's website  
  
[http://www.sfasu.edu/registrar/documents/banner\\_registration.pdf](http://www.sfasu.edu/registrar/documents/banner_registration.pdf)
- **Committee.** During your first semester form a committee under the direction of your major adviser.
- **Degree Plan.** Develop a degree plan with the assistance of your major adviser during your first semester. Please type out the course title as well as the course number (example: FOR 567 Oral Interp). All committee members must sign and turn the form in to Mary Ramos.

**If a degree plan is not on file by the time a student has 12 credit hours a registration hold will be placed on the student's account.**

- **Committee Members.** Committee members must consist of no fewer than three members of SFA Graduate Faculty. **At least one committee member must not teach any core courses in Resource Interpretation.**
- **Credit hours.** Non-thesis based programs require the completion of 36 credit hours of graduate level coursework.

- **Class Attendance.** You will attend class through [D2L](#) . Class attendance is considered part of your grade. If you are unable to attend please notify your professor.

- **Instructions for logging into D2L.**

[http://oit.sfasu.edu/D2L/Logging%20in%20to%20D2L/logging\\_intod2l.html](http://oit.sfasu.edu/D2L/Logging%20in%20to%20D2L/logging_intod2l.html)

**If you have trouble logging in call tech support at 936-468-1919.**

- **Apply for Graduation and Request a Graduation Audit.** This form is located on the Registrar's website under forms.

<http://www.sfasu.edu/registrar/>

Please return application by mail, email or fax:

Registrar Office  
P O Box 13050, SFA Station  
Nacogdoches, TX 75962  
Fax Number: 936-468-7638  
E-Mail Address: [graduation@sfasu.edu](mailto:graduation@sfasu.edu)

You must apply the semester prior to graduating or you will be subject to late fees. Check the Registrar's website for deadlines.

- **Final semester.** **You must be registered for at least one credit hour the semester that you are to graduate.**
- **Non-Thesis Examination Date.** Discuss date with all committee members. Check with Christen Myles (936-468-3301) on date, time, and availability of rooms.
- **Application for Non-Thesis Examination.** Students must fill out a request form for an exam at least two weeks prior to exam. This form is located on the Forestry website

<http://forestry.sfasu.edu/images/files/document/Masters%20Forms/Request%20for%20Non-Thesis%20Exam.pdf>

- Committee members must sign form and turn in to Mary Ramos. The deadline for when this form must be turned in is three weeks prior to the last day of the semester. This date will always fall on a Friday.
- **Report of Non-Thesis Examination Form.** This form is filled out by committee members the day of the exam. All committee members must sign the form and turn it in to Mary Ramos. The results of your exam must be received by the Registrar's Office no later than the Friday before graduation.
- **Assessment Forms.** Mary Ramos will email you the form. Fill it out and return to her after your presentation/exam is over.