



Graduate Student Handbook

August, 2008 Revision

**University of Florida
Department of Chemistry
Graduate Student Handbook**

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1. INTRODUCTION

This handbook is a compilation of policies and procedures of the graduate chemistry program at the University of Florida Chemistry Department. It is meant to serve as a guide to help students as you make your way through the program. Note that this handbook does not cover all of the policies of the University of Florida Graduate School; those policies are compiled in the University of Florida Graduate Catalog. You must follow both the chemistry department guidelines and the graduate school catalog as you pursue your advanced chemistry degree.

The Chemistry graduate program at the University of Florida is administered by a graduate committee consisting of (usually) five faculty members, with one chairperson and four committee members. The Chemistry Graduate Student Affairs staff consists of:

Dr. Ben Smith, Chairman/Graduate Coordinator
Lori Clark/Program Assistant

Usually, the first point of contact for students in the graduate program is the program assistant listed above. That person will handle the processing of all forms relating to the program, and can answer most questions about program policies and procedures. Students should feel free to contact the program assistant or any member of the graduate committee regarding questions or other issues relevant to the program.

Note that this handbook summarizes the policies and procedures that are / were in effect on the date on the front cover. Policies will generally stay the same over time but may evolve from one year to the next. Students will be notified of changes as they occur, but this handbook is not a contract and if policies change in minor ways during a student's course of study, then the student may be asked to work toward a degree under the new policies in place of policies that were in effect when the student was admitted.

2. PROFICIENCY REQUIREMENTS

2.1. Chemistry Proficiency/Placement Examinations

Entering Organic and Biochemistry graduate students will have the option of taking a placement examination during orientation. A student who passes the Organic placement exam will be exempt from taking CHM 5224, Basic Principles of Organic Chemistry. Students who successfully pass the Biochemistry placement exam will be exempt from taking the division's written qualifier.

2.2. English Language Speaking Proficiency

Newly-admitted graduate students who are not native English-speaking students are required by Florida state law to pass an English speaking exam (score of 45 or higher). A student must pass this exam before he / she can be certified to teach as a laboratory teaching assistant. If you are conditionally admitted without the TSE score, it will be expected that you will pass the exam before the end of your first semester of study. If a student does not pass the exam by the end of

the first semester, then that student may be asked to leave the program (i.e, registration may be denied in the second semester) Obtaining a score of 55 or 60 will exempt you from taking English courses.

Students who pass the English speaking exam will become eligible to serve as a teaching assistant in one of the undergraduate laboratory courses.

3. ADVISEMENT

3.1. Initial advisement

Entering students will be advised by a member of the graduate committee in an advising session to be held after the placement exams have been completed but before classes begin. The main purpose of the initial advisement session is to select coursework for the first semester of study. Students should come to the advisement session prepared to discuss what courses they would like to take in the first semester. After the advisement session, students will complete registration for the first semester. Advisement for subsequent semesters will usually be undertaken with the research advisor.

At the time of this initial advisement, or within two weeks after this advisement session, students will be asked to specify a major area of interest, e.g. analytical, biochemistry, organic, inorganic, or physical chemistry if they have not already done so. Students are encouraged to list more than one area if there is any doubt as to the course of study that they wish to pursue.

3.2. Registration Guidelines

Your advisor will work out a course schedule for your first and second semesters. Subsequent course selection will be based on the program that you agreed upon with your supervisory committee.

You will need to fill out the Course Request Registration Form and online schedule card if you are assigned a teaching or other departmental duty in the Office of Student Affairs in Flint 264. "Campus Address" and "University Address" refer to the number of the room in which the student has a laboratory or desk assignment.

We expect that each student will pay attention to registration and fee payment announcements. Early registration is strongly encouraged! Late registration will result in a \$100 late fee penalty.

Drop-Add Procedure

Any change in registration must be initiated through the Graduate Coordinator's office with the advisor's approval. Departmental approval for dropping a course is normally only given for reasons of health, or when a student has been registered for a course, typically outside the department, with inadequate preparation. Changes in registration during the second half of a semester require Graduate School, College and/or University approval, which is given only on

the basis of strong justification. If you change your registration without consulting the graduate coordinator's office, you will be responsible for any fees incurred.

3.3. Selection of a Research Advisor

Your selection of a research advisor is a very important decision to which you should give much thought. It will strongly affect the course of your graduate studies and your professional life. Each research group in the department is unique, and it is to your benefit to be as open-minded as possible at the start of your program of study as you consider your interests and options.

The following paragraphs specify the procedures followed at the University of Florida Chemistry Department for student selection of a major research advisor. The procedures may vary from year to year, but will always be generally similar to those presented below.

Upon selection of a major area of interest, you will be given a interview sheet with the names of all faculty accepting research students. For students starting in the fall semester, a series of faculty talks will be held during orientation, in which faculty will make brief presentations about their research programs and answer questions about their research groups. After all of the faculty presentations have been made, students should make individual appointments with several faculty members for a more detailed discussion / interview about their research programs. It is expected that each student will interview with at least six faculty members, independent of divisional affiliation. All six interviews are required even for those students who already think they know which faculty member they wish to choose as their advisor. The interviews are required to ensure that each student has an opportunity to hear about several different research projects, and that the student begins graduate study with a good knowledge of research that is conducted in a variety of different research groups. Students are encouraged to interview with more than six faculty if there are multiple faculty for whom there is a good match between the research interests of faculty member and the student. This is especially so for students listing multiple divisions within the department for their primary interest.

Students beginning study in the spring semester will participate in the fall orientation faculty talks since these are given only once per year. Spring students should begin the process of interviewing with individual faculty as soon as possible after the start of the spring semester.

After the faculty interviews are completed, students will indicate their choice of advisor on the interview sheet. The faculty member will indicate his/her agreement to serve as major advisor, and the form is then turned in to the graduate coordinator. This process should be completed by March 1 for students entering in the fall and by July 1 for students entering in the spring. There is no requirement regarding the choice of an advisor and the area a student qualifies in (with the proviso that the student's project work falls within the area of advisor's specialization). However, you should consult your division for any special considerations regarding the make-up of your committee members.

3.4. Selection of a Supervisory Committee

By April 1 (October 1 for those beginning the program in the spring), a Supervisory Committee must be selected (chosen with the help and guidance of your research advisor).

For the Ph.D. degree, the committee consists of at least four members, but usually five are appointed since *five must be present* at the qualifying and final oral examinations. At least one member must be from a department other than Chemistry. This outside member should be from an area that is related to the proposed research. At least two members should be from the division in which the student will meet course and qualifying requirements. At least one member must be selected from a different division in the department. This member may also be out of the department, giving you 2 external members.

For the M.S. degree, the committee consists of at least two members, but usually three are appointed since *three faculty must attend* exams. If a student wishes to have a formal minor outside the Chemistry Department, one member of the supervisory committee must be a representative of the outside department.

Some division may require annual committee meetings to discuss their results and future work. In most cases, the annual meetings need only to consist of the Chemistry members of your committee.

3.5. Substitutions of Committee Members During Examinations

If a supervisory committee member cannot be present at the student's oral qualifying examination or final defense, a graduate faculty member in the same academic area may substitute for the absent committee member. The substitute should sign the examination form noting the name of the absent member.

No substitutions may be made for the committee chair or the external member of the committee. Changes to a supervisory committee may be entered online prior to the qualifying examination. A petition to the graduate school is required for changes made to the committee during the student's final term.

Should you require a substitute during the final exam, the substitute should not sign the signature page of the thesis or dissertation. They may only sign the examination form. The original committee member must sign the thesis or dissertation pages.

4. PROGRAMS OF STUDY

4.1. Overview

The University of Florida chemistry department offers programs of study leading to the MS (thesis and non-thesis), Masters in Science and Teaching (MST) and Ph.D. degrees. Each degree program has specific requirements in terms of coursework, student seminars, qualifying examinations (Ph.D. only), and a thesis (MS) or dissertation (Ph.D.) that presents the results of an original research project. It is possible (and most common) to earn a Ph.D. degree without stopping to earn an MS degree on the way. It is also possible to earn only an MS degree. It is also possible (and sometimes required, see evaluation section below) to first earn an MS degree and then a Ph.D. degree.

The following sections summarize chemistry department policies as they relate to the programs of study for the MS (thesis and non-thesis), MST and Ph.D. degrees. The University of Florida Graduate School also has policies that relate to programs of study for these degrees. Graduate School policies are summarized in the Graduate Catalog.

4.2. Student Evaluations

The faculty will evaluate the progress of all chemistry graduate students toward their degree objectives annually. For first year students, good academic standing is defined by the Graduate School as a minimum GPA of 3.0 in all graded credits. The Department applies a more rigorous standard of a minimum GPA of 3.25 in all graded chemistry course work. Students who fall below these minima at the conclusion of their second semester will be reviewed by the faculty for continuation in the program. Each first and second year graduate student will be notified in writing of their status, as decided by the faculty.

Each graduate student's progress will be evaluated on grades, research, teaching and written qualifying status. This evaluation will be conducted by the student's committee which will recommend to the faculty (by middle of the student's sixth semester) that the student continue towards the Ph.D.; work towards a MS; or be terminated. If the student is asked to complete an MS, departmental support will terminate at the end of the student's seventh semester.

A student who has previously earned an MS degree could be required (by the student's committee and/or faculty vote) to submit a first draft of a publication based on his/her work done at the University of Florida in lieu of an MS thesis.

A student who is required to obtain an MS degree could be allowed (at the request of the student's research advisor and with the approval of the student's committee) to submit a first draft of a publication based on his/her work done at the University of Florida in lieu of a MS thesis.

If a student's overall GPA falls below 3.0 at any time, the student will be in jeopardy of losing his/her tuition waiver and assistantship.

The nature of this evaluation process will vary from division to division and will be spelled out by each division. It is expected that the annual evaluation will sometimes coincide with the oral qualifying examination and will not require an additional meeting of the committee.

4.3. Department Course Requirements

MS coursework.

The minimum course work required for a master's degree with thesis is 30 credits including up to 6 credits of the research course numbered 6971. Students seeking a master's degree with thesis must register for a total six credit hours in 6971 and must be registered for 6971 in their final semester. No accumulated credits of 7979 will be counted toward the MS degree.

At least half the required credits, exclusive of 6971, must be in a field of study designated the major. One or two minors of at least six credits each may be taken, but a minor is not required by the Graduate School.

MST coursework.

The MST degree requires 36 total hours of credit distributed as follows.

18 hours of CHM at the graduate level, excluding 6943, 6971, 7979, 7980. This can include 6905 (Advanced Individual Problems), 6910 (Supervised Master's Research) and seminars.

6 hours of CHM 6943, Internship in College Teaching

9 hours in the College of Education: of from each of three areas:

Community College Curriculum: Choose from:

EDH 6053, EDH 6066, EDH 6305, EDH 6945, EDH 7225, EVT 6170, EME 6606

Psychological Foundations: Choose from:

EDF 6113, EDF 6211, EDF 6215, EDF 6355, EDF 3210 (EDF 3210 is available as a Correspondence course, if needed)

Sociological and Historical Foundations: Choose from:

EDF 4542, EDF 6520, EDF 6544, EDF 6606, EDF 6608, EDF 6630, EDF 7573

3 hours of other course work, 3000, 4000 or graduate level in any area besides chemistry. If CHM, it must be graduate level.

Ph.D. coursework.

A minimum of 90 credits beyond the bachelor's degree is required for the Ph.D. degree in all fields. All master's degrees counted in the minimum must have been earned in the last seven years.

No more than 30 semester credits of a master's degree from another institution will be transferred to a doctoral program. If a student holds a master's degree in a discipline different from the doctoral program, the master's work will not be counted in the program unless the department petitions the Dean of the Graduate School. All courses beyond the master's degree taken at another university, to be applied to the Ph.D. degree, must be taken at an institution offering the doctoral degree and must be approved for graduate credit by the Graduate School of the University of Florida. All courses to be transferred must be letter graded with a grade of B or better and must be demonstrated to relate directly to the degree being sought. All such transfer requests must be made by petition of the supervisory committee no later than the third semester of Ph.D. study. The total number of credits (including 30 for a prior master's degree) that may be transferred cannot exceed 45, and in all cases the student must complete the qualifying examination at the University of Florida. In addition, any prior graduate-level credits earned at the University of Florida (e.g., a master's degree in the same or a different discipline) may be transferred into the doctoral program at the discretion of the supervisory committee and by petition to the Graduate School. In such cases, it is essential that the petition demonstrate the relevance of the prior course work to the degree presently being sought.

4.4. Chemistry "Core" Courses

The chemistry department has specific coursework requirements for graduate students in addition to those given above. As part of the coursework required for the graduate degree, each chemistry graduate student (MS and Ph.D.) is required to complete 18 credits of 5000-6000 level courses with no less than 9 credit hours in the major division and at least 9 credit hours outside of the division.

To remain in good standing, a chemistry student must achieve at least a 3.25 GPA in the series of core classes. Note that the University of Florida Graduate School has a separate requirement for all graduate students which states that a student must maintain an aggregate GPA of at least 3.0 for all graduate classes to remain in good standing and be eligible to receive a tuition waiver.

Students will normally be expected to complete the core course sequence within the first two years of study (four semesters, exclusive of summers). For entering Ph.D. students who have already earned an MS degree, coursework from the MS may be used to satisfy core course requirements for the Ph.D., subject to approval by the graduate committee.

Analytical

IN DIVISION COURSES: THREE REQUIRED

Analytical students must take three analytical courses selected from CHM 6153 (Electrochemistry), CHM 6154 (Separations), CHM 6155 (Spectroscopy), and CHM 6159 (Mass Spectrometry). One analytical special topics course may be counted for in-division credit.

OUT OF DIVISION COURSES: THREE REQUIRED

The Chemometrics, CHM 6165, and the electronics/computer interfacing course, CHM 6158C; are strongly recommended.

Biochemistry

IN DIVISION COURSES: THREE REQUIRED

Biochemistry students must select two courses from CHM 6301 (Intro to Enzyme Mechanisms), CHM 6302 (Chemistry and Biology of Nucleic Acids), CHM 6303 (Methods in Computational Biochemistry), and CHM 6304 (Special Topics in Biological Chemistry).

The third divisional course can be either one additional course from the list above or selected from the following: GMS 6563 (Molecular Pharmacology), BCH 6415 (Advanced Molecular and Cell Biology), GMS 6140 (Principles of Immunology), GMS 6152 (Molecular Genetics), BCH 7515 (Enzyme Kinetics and Mechanisms), CHM 6670 (Bioinorganic Chemistry).

OUT OF DIVISION COURSES: THREE REQUIRED

Below is a recommended list of out of division courses.

CHM 6225 (Adv. Principles of Organic Chemistry), CHM 6226 (Adv. Synthetic Organic Chemistry), CHM 6670 (Inorganic Biochemistry), CHM 6270 (Chemical Dynamics), CHM 6470 (Chemical Bonding and Spectra), CHM 6430 (Chemical Thermodynamics), CHM 6154 (Chemical Separations), and CHM 6381 (Special Topics in Organic Chemistry).

Inorganic

IN DIVISION COURSE: THREE REQUIRED

Inorganic students are required to take CHM 6620 (Adv. Inorganic Chemistry I).

You may select two from CHM 6621 (Adv. Inorganic Chemistry II), CHM 6680 (Magnetism), CHM 6251 (Organometallic Compounds), CHM 6626 (Appl. Of Physical Methods in Inorganic Chemistry), CHM 6670 (Inorganic Biochemistry), CHM 6628 (Chemistry of Solid Materials).

OUT OF DIVISION COURSES: THREE REQUIRED

Organic

IN DIVISION COURSES: THREE REQUIRED

Organic students are required to take CHM 5224 (Basic Principles for Organic Chemistry), CHM 6225 (Adv. Principles for Organic Chemistry), and CHM 6226 (Adv. Synthetic Organic Chemistry).

OUT OF DIVISION COURSES: THREE REQUIRED

CHM 5235 Organic Spectroscopy may count as a out-of-division course.
One of the following three courses may be used as an out of division course. CHM 5275 (Organic Chemistry of Polymers), CHM 6271 (Chemistry of High Polymers), or CHM 6251 (Organometallic Compounds).

Physical

IN DIVISION COURSES: THREE REQUIRED

Physical Chemistry students are required to take CHM 6470 (Chemical Bonding I), plus two out of three courses from CHM 6430 (Chemical Thermodynamics), CHM 6490 (Molecular Spectroscopy), and CHM 6720 (Chemical Dynamics).

OUT OF DIVISION COURSES: THREE REQUIRED

If students are exempted from any of the required courses above, they must fulfill the requirement of three in-division courses from the remaining course in the list above or from courses in the list below. Students who take any additional non-required chemistry courses are encouraged to follow the same procedure.

CHM 5511/5511L (Physical Polymers), CHM 6461 (Statistical Thermodynamics), CHM 6471 (Chemical Bonding II), CHM 6480 (Quantum Chemistry), CHM 6520 (Chemical Physics/Advanced Kinetics), CHM 6580 (Special Topics), CHM 6586 (Computational Chemistry), CHM 6710 (Applied Spectroscopy), and CHM 7485 (Theory of Atomic and Molecular Structure).

CHEMICAL PHYSICS OPTION

The Chemical Physics certificate is awarded to those students who have taken four courses listed in the Physical Chemistry requirement list, three credits from another division of Chemistry and nine credits from math or physics at the 5000 or 6000 level.

Note: You can not count a Physical Chemistry course (CHM) which is also listed as a Physics course (PHY,PHZ) with the same title/course content as "Chemistry – out of division/department)

4.5. Non-Chemistry Courses

In most cases, the classes taken to satisfy the coursework requirements for a graduate chemistry degree will be those offered by the chemistry department. Credit received for graduate-level courses taught by other departments may also be counted toward a chemistry graduate degree, provided those classes involve subject matter that is relevant to the student's degree program. The student should consult with and receive approval from their major research advisor before taking such classes with the intention of having them count toward a graduate chemistry degree. Tuition waivers will not cover non-chemistry courses that do not pertain to your degree.

4.6. Student and Departmental Seminars

All chemistry graduate students must register for one credit hour of departmental seminar (CHM 6935) during the first two semesters of graduate studies. Beginning your second year, you must register for one credit hour of divisional seminar. Please follow the guidelines set forth by your qualifying division.

Analytical

PhD candidates must present either (A) two 20-minute seminars plus one 40-minute research seminar, or (B) one 40-minute literature seminar plus one 40-minute research seminar. These two options are detailed below. An additional seminar may be required if the Analytical Division faculty indicate one is needed on the seminar review forms.

A. Students choosing this option will present two 20-minute seminars (one literature seminar and one research progress seminar, or two literature seminars) plus one 40-minute research seminar. The first 20-minute seminar (literature) must be given no later than May of the 2nd year and the other 20-minute seminar (literature or research progress) must be given no later than May of the 3rd year. Students not complying with these deadlines may be required to present an additional literature seminar prior to graduation. The 20-minute literature seminar topic should be on a narrow area such as a critical discussion of 1 or 2 papers in analytical/physical journals and must not be a critical review of a broad research area; it must also not be on a topic the student's research group has worked on during the past 5 years. Students giving a 20-minute literature seminar should plan on spending no more than 2 weeks of effort preparing for the seminar. The topic for each literature seminar must be approved by both the student's research advisor and the faculty member in charge of CHM 6190 for the respective semester. The third (40-minute) seminar must be on the student's PhD dissertation research. It must include substantial research results (or it will have to be repeated); thus it will typically be in the student's final semester; indeed, the final PhD defense may be scheduled to coincide with the seminar.

B. Students choosing this option will present one 40-minute literature seminar plus one 40-minute research seminar. The first 40-minute seminar (literature) must be given no later than May of the 3rd year. Students not complying with this deadline may be required to present an additional literature seminar prior to graduation. The 40-minute literature seminar must not be on a topic the student's research group has worked on during the past 5 years, and must not be a critical review of a broad research area. The topic for the literature seminar must be approved by

both the student's research advisor and the faculty member in charge of CHM 6190 for the respective semester. The second seminar must be on the student's PhD dissertation research. It must include substantial research results (or it will have to be repeated); thus it will typically be in the student's final semester; indeed, the final PhD defense may be scheduled to coincide with the seminar.

An MS candidate must give one 20- or 40-minute literature seminar before the MS defense, on a topic the student's research group has not worked on during the past 5 years. If the student continues on for a PhD, he/she must then complete the remainder of the seminar requirements in Section A or B above.

Biochemistry

All students qualifying in the Biochemistry Division must sign up for Journal Club in at least two semesters of their first two years of study.

Inorganic

Beginning in the second year, each student will present a seminar each year during the Fall or Spring semester. Normally, the first seminar presented will consist of a review of the literature and other background material relevant to the student's research project and a description of any research results obtained to that point. In subsequent years the seminar will be a report of the student's research progress.

Organic

Students qualifying in the Organic Division must adhere to the following seminar guidelines.

Second year students (i.e. in their third and fourth full semesters, not counting summer)

- (i) Must attend organic seminars and sign attendance sheet.
- (ii) Must register for a grade in both 3rd and 4th semesters.
- (iii) Must present in both their 3rd and 4th semesters a seminar, which in their third semester will be a literature seminar, and in their fourth semester a research seminar.

Third year and higher students (except those in the final semester)

- (i) Must attend the organic seminars (exception: when they are teaching they need only attend if they have to present).
- (ii) Must register for discussion seminar in even semesters
- (iii) Must present and receive grade every odd semester (i.e. in their fifth, seventh and ninth, semesters, etc.)

Students in their final semester

- (i) May register
- (ii) May attend if not registered, must attend if registered
- (iii) May present

Physical Chemistry Students are expected to register for the divisional seminar, CHM 6590, every semester. Students are also expected to present one seminar of half-hour length each year in the second, third and fourth years.

4.7. The Qualifying Exams; Becoming a Ph.D. Candidate

A major step on the way to earning a Ph.D. degree is the qualifying exam. This exam marks a transition from the more formal phase of the degree program involving coursework and the beginnings of a research project to the more informal but in many ways more important phase involving intensive pursuit of an independent research project.

Qualifying examinations take many forms for different disciplines, and for different areas within a discipline. There is a written portion to the exam; in some cases the written portion is given over many months via a series of cumulative examinations, whereas in other cases the written exam is given all at once, in which case it is called a comprehensive exam or written qualifier. There is also an oral component to the qualifying exam, which consists of a meeting of the Ph.D. committee at which the student makes a presentation relating to their research. Since the details of the qualifying exams vary so much by division, we present below the procedures that have been adopted by each division in the chemistry department. Students will be expected to follow the procedures which have been adopted by their qualifying division. You should also note that there are specific rules regarding substitutions of committee members during the oral exams (Please see the Supervisory Committee section).

Analytical

You should contact the divisional office regarding specific proposal and formatting rules or other requirements that might apply.

CUMULATIVE EXAMINATIONS

Monthly cumulative exams on announced topics are intended to expose second-year graduate students to material not covered in courses, often focusing on recent literature topics. Ph.D. candidates who enter with BS or MS degrees must begin their written cumulative examinations as shown on the table below. Approval of any variation from this sequence must be requested by writing a letter to the Division Head. When the student has the equivalent of 4 full passes, no further cumulative examinations are necessary. Each examination is worth a Pass (P), Half Pass (1/2P), or Fail (F). Cumes will be given in the months of July, Aug., Sept., Oct., Nov., Jan., Feb., and Mar. No cumes will be given in the months of Dec., May, and June. Graduate students can, of course, always begin cumes earlier than the above designated times. The maximum number of cumulative examinations any given student can take is 8. Once cumes are begun, students must take all given (unless excused from specific exams) until 4 passes are obtained. If a student cannot attend a cume, arrangements must be made in advance with the cume proctor and the Division Head.

Starting Cumulative Exams	
Month Entered	Must Begin By
<i>Students Entering with BS</i>	
August (Fall semester)	Following July
May (Summer semester)	Following July
January (Spring semester)	Following January
<i>Students Entering with MS</i>	
August (Fall semester)	Following January
May (Summer semester)	Following January
January (Spring semester)	Following August

If a student does not pass 4/8 or if they drop out of the cumulative examination sequence, then that student can still obtain an MS degree. After this MS degree, the student may petition the Analytical Division to be allowed to continue on to the Ph.D. If the petition is approved, the student must start cumulative examinations immediately and must pass 4 out of the next 8 cumes.

Graduate students who elect to or are required to obtain an MS degree before entering the Ph.D. program must begin the cumulative examination sequence within one month of successful defense of their MS thesis. Any student obtaining an MS degree may start the cumulative examinations prior to completion of the MS thesis, but may not take the Ph.D. qualifying oral until after the MS thesis oral examination is completed.

Students pursuing the MS (Non-thesis) must pass 2 out of a maximum of 6 cumulative exams, plus give a literature seminar (registered for CHM 6190).

PH.D. ORAL QUALIFYING EXAMINATION

Ph.D. candidates are required to take the oral qualifying examination in their sixth semester or first half of their seventh semester after entering graduate school (for students entering in the fall, the oral exam must be in the second summer or by the end of October in the third Fall; for students entering in January, the oral exam must be taken by the end of February in the 3rd Spring semester). Any student not complying with this deadline must obtain an MS degree. After obtaining the MS degree, the student may petition the Analytical Division to be allowed to continue on to the Ph.D. Students who enter with a Masters Degree must complete their oral exam by the end of their fifth semester.

Biochemistry

You should contact the divisional office regarding specific proposal and formatting rules or other requirements that might apply.

WRITTEN QUALIFYING EXAMINATION

The written qualifier, designed to ensure that all students have achieved a basic level of knowledge in bioorganic chemistry and biochemistry, will be offered 2-3 times per year. The exact timing of the test will depend on the research and teaching commitments of the division faculty. Students in the first three semesters of study can take the examination without penalty, but all students must pass the written qualifier by the end of their 24th month of study.

Students who successfully pass the placement exam during graduate student orientation will be exempt from the Biochemistry written qualifier.

ORAL QUALIFYING EXAMINATION

By the 18th month of study students must prepare and submit to their committee a preliminary draft of a short research proposal (20 page limit), loosely based on the NIH guidelines, that outlines their proposed Ph.D. research. The committee will evaluate the proposal and return comments to the student so that if necessary, they can make required changes. The criteria include good scientific writing, a good bibliography, understanding of the project, and progress in the research. By the end of the 24th month the student must resubmit the proposal and deliver a short oral presentation. Based on performance, students will be admitted to the Ph.D. candidacy or be required to complete an MS dissertation, or the supervisor may resign from the committee.

Inorganic

You should contact the divisional office regarding specific proposal and formatting rules or other requirements that might apply.

CUMULATIVE EXAMINATIONS

A written examination will be given to potential Ph.D. candidates at least six times per year. The date and subject of each exam will be announced at least one week prior to the exam. Exams will be graded as Passed (P), Half-Passed (1/2 P) or Failed (F). A total of five passes out of nine consecutive examinations is required for continuation toward the Ph.D. degree. Students must begin taking the exams if they have completed CHM 6620. (A grade of "A" in CHM 6620 counts as one Pass). Students enrolled in CHM 6620 are encouraged to begin taking the exams and may take the exams while enrolled without having the attempts counted toward the nine total attempts. However, passes will be counted toward the required total of five.

ORAL QUALIFYING EXAMINATION

Following completion of the cumulative exams and prior to completion of seven semesters of graduate study, the student will take the oral qualifying exam. This requirement will typically be met prior to the end of the first semester of the third year if the student has been continuously registered following entry in the Fall semester. Students who enter with a Masters Degree must complete their oral exam by the end of their fifth semester.

Organic

You should contact the divisional office regarding specific proposal and formatting rules or other requirements that might apply.

CUMULATIVE EXAMINATIONS

Second year Organic students will have two consecutive semesters to complete the cume sequence. Students may, if they wish, begin in the spring of their first year, but they must then finish in the fall of the second year. Students arriving in January may not begin until the fall term of their second year.

Each term, four cumes will be given (each student may take no more than eight cumes, with the exception that the first year students may sit-in on an exam to gain experience). The cume topics are drawn from the current chemical literature, with specific recent issues from a limited list of journals being assigned as reading. Detailed guidelines for the organic cumulative exam system are available from the Organic Division Program Assistant. Cumulative exams are given on the first Wednesday evening of the month. During the two consecutive semesters for which a student participates, four out of the eight cumes must be passed in order to pass the written qualifying requirement for the Ph.D. Students who pass 2 or 3 out of 8 will be admitted to the Masters program. Grades will be Pass, Half-pass, and Fail.

ORAL QUALIFYING EXAMINATION

The oral qualifying examination normally is taken in the fall semester of a student's third year, but may be taken at any time earlier following successful completion of the cumulative exams. The oral examination will consist of two parts: (a) an original research proposal and (b) an up-to-date research progress report.

Physical

CUMULATIVE EXAMINATIONS

During the first two years of residence, Physical Chemistry students must pass four cumulative exams to qualify for the PhD degree. Two cumulative exams must be passed to qualify for the MS degree (thesis). Cumulative exams will be offered six times a year.

One full pass (or two one-half passes) can be earned from exams outside the division.

Students receiving at least two A's and a B in their three required division courses will be awarded one full pass.

Students must make at least two tries to pass the cumulative exams in the first year, and can make a maximum of six tries in their second year.

ORAL QUALIFYING EXAMINATION

A student must take his/her oral qualifying exam within three months after passing the written exam at the Ph.D. level or by the end of the fourth term of residence including the summer as one term, whichever is longer. The topic of the oral proposal may be of the student's own choosing and may be in the area of the student's doctoral research.

4.8. The Final Exam and Dissertation, Thesis or Report

MS THESIS, PH.D. DISSERTATION

Both the MS and Ph.D. degrees in chemistry at the University of Florida are research-based, which means that the central feature of the program of study is pursuit of an independent research project under the direction of a chemistry faculty member. For both degree programs, this project culminates in the preparation and defense of a thesis (MS) or dissertation (Ph.D.) to be written by the student which provides background material and summarizes the research project. Successful completion of the writing of this thesis or dissertation, and defense of the thesis or dissertation before the degree committee, is the capstone feature of both degree programs.

Some notable facts regarding the thesis or dissertation preparation and defense are given below:

A. The research advisor will determine the amount of work required for the thesis or dissertation.

B. A final corrected version of the thesis or dissertation will be given to each member serving on the degree committee at least two weeks before the oral defense.

C. An oral defense of the final version of the thesis or dissertation must be presented to the members of the student's committee.

MS (NON-THESIS)

Analytical: Students must pass 2 out of a maximum of 6 cumulative exams, plus give a literature seminar (registered for CHM 6190).

Biochemistry: Students must submit a term paper on a topic selected in consultation with their advisor. The term paper will be reviewed/approved by the advisor.

Inorganic: Students must successfully complete the cumulative exam requirement. Students will also convene their committee for an oral examination covering the material in the inorganic courses taken by the student. If the student has failed to meet the cumulative exam requirement, the oral examination will also address general topics in inorganic chemistry.

Organic: Students must submit a review-style paper. The paper will be reviewed and approved by the advisor.

Physical: Students must pass 3 out of a maximum of 6 cumulative exams.

4.9. Time Limits for Degree Programs

For students working toward an MS degree, the degree requirements must be completed by the end of the sixth semester following the first semester of study. For students working toward a Ph.D. degree, the final defense must be completed within five years.

4.10. Duplication of Degrees

Students entering with a Masters Degree received at another institution in the United States is not eligible to become a candidate for another master's degree in the same field at the University of Florida. If a doctoral student who is a holder of an M.S. degree in chemistry fails the Ph.D. qualifying examination, then that student must leave the University without a degree.

4.11 Overview of some relevant forms from the Graduate School.

Graduate School Forms need to be filled out by all graduate students as a way of keeping a record of the student's progress. Forms can be obtained from the program assistant in the Chemistry graduate office.

ADMISSION TO CANDIDACY FORM

This form should be filled out prior to the Ph.D. oral qualifying exam. This is for Ph.D. students only. You should see the program assistant in the graduate office to obtain this form one week prior to the oral exam.

DEGREE APPLICATION FORM

This form is the application for graduation.

FINAL DEFENSE FORM

This form should be filled out prior to the oral defense of the thesis (Master's) or dissertation (Ph.D.). You should see the program assistant in the graduate office to obtain this form one week prior to the final exam.

5. WORKING AT THE UNIVERSITY OF FLORIDA

Graduate students in good standing in the University of Florida chemistry program are normally supported as either teaching assistants or graders (TAs) or research assistants (RAs). Students supported on assistantships normally receive a stipend which provides for living expenses while the student pursues their degree. Funds for teaching assistantships and graders normally come from the University of Florida; funds for research assistantships normally come from faculty research grants.

5.1 Florida Residency

The Department of Chemistry requires that non-international students apply for Florida residency. Immediately upon your arrival to the university, you should file your domicile form with Alachua County. *One month prior to the start of your second year*, you should submit your application for residency, along with supporting documents [i.e., apartment lease, employment contracts, utility and phone bills], to the University of Florida Registrar. The residency packet is available at 222 Criser Hall. Florida residency will not be granted until the packet has been submitted and approved.

5.2. Teaching Assistantships/Graders

Students supported as teaching assistants or graders will be assigned specific duties which may include one or more of the following: teaching laboratory sections, grading papers, maintain office hours and proctoring exams. It is important that these considerable responsibilities be taken seriously. If illness, accident, or an emergency prevents you from meeting your commitment, you must inform your supervisor and help make arrangements to cover that duty. In the event of extraordinary circumstances (e.g., serious health problems, pregnancy) the Department will make every effort to provide a suitable TA assignment. However, it may not be possible to do so in every situation.

Teaching assistantships are always provided contingent upon satisfactory performance. Teaching evaluations are made each semester. Continued poor teaching performance will result in termination of your assistantship.

5.3. Research Assistantships

Through mutual agreement, a student may work for a professor on a research problem and while doing so be supported as a research assistant. The duties of such an assignment are given to the student by the professor in charge. Each graduate research assistant will work out with his research supervisor his responsibilities and duties regarding research.

5.4. Summer Support

Graduate students at the University of Florida Chemistry Department are supported in the summer as either teaching assistants, graders or research assistants, as in the academic year. Students who are supported as teaching assistants or graders in the summer will be expected to perform duties as specified above in the section on teaching assistantships.

5.5. Time Limit on TA Support

Teaching assistantship support is normally made available to graduate students for only a limited time. A student pursuing a Ph.D. degree may be supported from departmental funds for no more than 5 calendar years (15 academic semesters), and a student pursuing an M.S. degree may be supported for no more than 3 years (9 academic semesters).

It should be noted that while most chemistry graduate students are supported as either teaching or research assistants, no student is ever guaranteed financial support. Unsatisfactory performance of teaching duties, poor academic performance in course work or research work can be cause for termination of financial support at any time.

5.6. Payroll

All the University of Florida employees receive bi-weekly paychecks on alternate Fridays (26 installments every two weeks throughout the year). The departmental payroll associate can inform you of the payday schedule. Direct deposit is required of all University employees.

5.7. Holidays

Graduate students are entitled to take as holidays the days on which the University is officially closed. In addition graduate students are allowed 5 sick days during the year. Any leave beyond the allotment requires approval of the research advisor and notification of the Graduate Coordinator. Students will not normally receive a departmental stipend for extended leave beyond that indicated above.

<i>University Holidays</i>	<i># of Days</i>
New Year's Day	1
Martin Luther King Day	1
Spring Break (5 days)	5

Memorial Day	1
Labor Day	1
Independence Day	1
Homecoming	½ Day Friday
Veterans Day	1
Thanksgiving (2 days)	2
Christmas (1 day)	1

5.8. Outside Employment

The graduate assistantship (research or teaching) is expected to support the student during graduate studies. Therefore, it is the policy of the chemistry department to not permit students to hold outside employment. Exceptions to this policy include temporary consulting and tutoring. Graduate students may not be compensated for tutoring any student for whom they have a grading responsibility.

6. DEPARTMENTAL OPERATIONS AND GENERAL INFORMATION

6.1. Student Offices

For the first semester, graduate students are normally assigned a desk in a research laboratory on the basis of available space. After the student has chosen a research advisor then he/she should move to office space in that professor's laboratory. Students should not move from their assigned desk until their selection of a research advisor has been approved by the graduate coordinator.

6.2. Building Security and Keys

An administrator in the department's Central Receiving will issue you the keys that you will need during new student orientation or shortly thereafter. You will receive two keys, one that unlocks the external building doors and another that unlocks your office / lab. It shall be clearly understood by all those receiving keys that he or she shall:

- Exercise great care to prevent loss. Should loss of a key occur, this loss shall be reported immediately to the Chemistry Department Central Receiving.
- Not loan a key to anyone.
- See that the outside door used is locked when entering or leaving the building after regular hours.
- Under no circumstances allow anyone into the building after hours who is not a holder of a building key.

- Report to the University Police and to the Department Head any unusual or suspicious occurrence or persons found in the Chemistry building complex after the buildings are normally closed.

6.3. Mail, E-mail and IT services

6.3.1. Mail

Graduate student mailboxes are located on the second floor of Leigh Hall. Delivery of US mail and University of Florida campus mail is made to these boxes. You should check your box daily for memorandums, notes, mail etc.

6.3.2. E-Mail

Each graduate student is required to have a departmental chem.ufl.edu e-mail account which must be checked at least twice daily. The Chemistry department has designated e-mail as an official form of communication within the department. It is important that you check your e-mail to stay informed.

6.3.3. IT Services

What we do:

<ul style="list-style-type: none"> • Network Access • E-mail Services • Web Space • Limited File Storage & Backup • Helpdesk Support 	<ul style="list-style-type: none"> • Purchasing Advice • Security Oversight • PC Repair & Installations • Poster Printing Services
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See the IT Shop website for the latest information

- <http://www.chem.ufl.edu/itshop>

Need Assistance? Have a Question?

- Send e-mail to support@chem.ufl.edu
- Stop by the IT Shop (LEI 116-D) between 2pm – 3pm

Policy Review

University of Florida's Acceptable Use Policy

- <http://www.it.ufl.edu/policies/aupolicy.html>
- A must read! Covers Rights & Responsibilities, General Rules, Enforcement, Security & Privacy, Commercial Use, E-mail Use, Web pages, etc.

Departmental Policies

- <http://www.chem.ufl.edu/itshop/policies>
- A must read! Covers User Accounts, Password Guidelines, Network Usage, local Web Policy, etc.

Personal Computers

Network Registration

- If you own a desktop or laptop computer that you plan to use on the Department's network you need to register that computer with the IT Shop.
- Register at: <http://www.netreg.chem.ufl.edu>

Security

- All personal computers, in use on our network, need to run a licensed and updated virus scanning utility and should be configured to auto-upgrade its operating system to ensure that all patches are installed in a timely manner.
- McAfee VirusScan is available to all UF faculty, staff, and students for both business and personal use. See: <http://software.ufl.edu>

6.4. The Chemistry Department Stockroom

Many of the chemicals, supplies, gases and equipment needed in research labs may be purchased from the Department Stockroom. Stockroom purchases are accurately recorded at checkout time and are normally charged to a grant account. Reports of purchases by each research group will be furnished to faculty members directing the research groups. Your research advisor will provide guidance on the account number to use for stockroom purchases.

6.5. Procedure for Work Injury

Worker's Compensation
433A Stadium West
Box 115008
workcomp@ufl.edu
Phone: (352) 392-4940
SunCom: 622-4940
Fax: 392-8329
TDD: 1-800-955-8771

REPORTING A WORK-RELATED INJURY

If you are injured while performing your job you must:

1. Notify your supervisor immediately. You/your supervisor must then contact the UF Workers' Compensation Office (UFWC) at 392-4940 or SC 622-4940. UFWC will complete a First Report of Injury or Illness form for you. Even if you do not think you need medical care, you should contact UFWC to discuss your injury.
2. If you require medical attention, contact UFWC prior to going to a medical care provider. UFWC staff will assist you in selecting an authorized medical care provider to treat your injury, thereby insuring that you do not incur any expenses.
3. Remember to seek treatment only from an authorized medical provider as set forth in the Workers' Compensation Employee Handbook. If you are uncertain as to what procedures to follow, please contact the UF Workers' Compensation office for assistance.
4. When you arrive at the authorized medical provider's facility, show the provider your copy of your First Report of Injury or Illness form.
5. Provide your supervisor and the UFWC office with medical documentation of your work status, and inform your supervisor and the Workers' Compensation office of any subsequent changes. The authorized medical provider must support all requests for time off due to an injury in writing.
6. Contact your supervisor daily or according to a schedule established by your supervisor in order to keep him or her informed about your treatment and recovery.
7. You must attend all of your scheduled medical appointments. Failure to do so may result in disciplinary action up to and including termination. 8. Read the modified duty program statement. Once your medical provider has released you to return to work (regardless of the limitations or restrictions the medical provider assigns), you must be willing and available to return to the workplace.

George Christou 2-6737 / CLB 408 christou@chem.ufl.edu
Inorganic, Bioinorganic, and Materials

Our research covers a variety of areas, but a unifying theme is that it all involves transition metal chemistry. We are interested in the synthesis and study of new metal complexes containing more than one metal ion.

William R. Dolbier, Jr. 2-0591 / CRB 428 wrd@chem.ufl.edu
Organic

We study the impact of fluorine substituents on reactivity and use fluorine substituents to probe mechanisms of thermal homolytic and pericyclic reactions.

Randolph S. Duran 2-2011 / LEI 318 duran@chem.ufl.edu
Physical, Polymer and Materials

We use experimental methods to investigate and control the assembly and structure of large molecules at surfaces and interfaces.

Eric Enholm 2-9700 / CRB 329 enholm@chem.ufl.edu
Organic and Synthesis

Our interests are in organotin chemistry, free radicals, ketyl radical-anions and reactions on noncross-linked polystyrene support.

John R. Eyler 2-0532 / CLB 311C eyler@chem.ufl.edu
Physical

Studies of the Structure, Reactivity, and Physical Properties of Gaseous Ions using Fourier Transform Ion Cyclotron Resonance (FTICR) Mass Spectrometry.

Gail E. Fanucci fanucci@chem.ufl.edu
Physical

Application of site-directed labeling and biophysical magnetic resonance (EPR and NMR) to study (a) the association and translocation of peptides/proteins with membranes, (b) protein-protein interactions, (c) membrane protein structure, dynamics, conformational changes and orientations on membrane surfaces, and (d) conformational changes in RNA and ribosome binding to mRNA.

So Hirata hirata@qtp.ufl.edu
Physical and Quantum Theory

Our research focuses on the development of new many-body theories of electronic structure for atoms and molecules in the gas and condensed phases and for crystalline solids. Our expertise covers a wide range of theories including approximate and rigorous density functional theory, configuration-interaction (CI) theory, many-body perturbation theory (MBPT), and coupled-cluster (CC) theory and their relativistic, excited-state or time-dependent extensions.

Sukwon Hong shong@chem.ufl.edu
Organic

The research in our group will focus on asymmetric catalysis. New catalytic asymmetric methodology will be developed and applied to the efficient synthesis of complex natural products with interesting biological activity and the synthesis of polymeric materials of highly desirable property.

Nicole Horenstein 2-9859 / LEI 402 horen@chem.ufl.edu
Biochemistry and Bioorganic

We study the mechanisms of enzyme-catalyzed reactions, design enzyme inhibitors, then synthesize them.

Alan R. Katritzky 2-0554 / CRB 229 katritzky@chem.ufl.edu
Organic

We are developing new synthetic methods based on understanding how reactivity depends on structure.

Valeria D. Kleiman kleiman@chem.ufl.edu
Physical

We use ultrafast lasers to coherently control photochemical reactions in solutions. We study optical properties of macromolecules to understand energy transfer and investigate non-linear optical phenomena.

Jeffery L. Krause 2-6971 / NPB 2332 krause@qtp.ufl.edu
Physical and Quantum Theory

We study the interactions of light with matter, and develop methods to use ultrafast lasers to control chemical processes.

Thomas Lyons 6-3392 / LEI 404 lyons@chem.ufl.edu
Biochemistry

Current research focuses on understanding the molecular mechanisms by which metal ions (specifically zinc) are acquired and administered by living organisms. This entails using *in vivo* and *in vitro* model systems to probe the role that certain gene products play in zinc homeostasis as well as using a wide range of chemical, analytical and biological techniques.

Lisa McElwee-White 2-8768 / CRB 429 lmwhite@chem.ufl.edu
Organic and Organometallic

We are interested in metal-ligand multiply bonded complexes and their applications in materials science, organic synthesis, and catalysis.

Charles R. Martin 2-8205 / CLB 218 crmartin@chem.ufl.edu
Analytical and Materials

Research at the interface between Analytical Chemistry and Materials Science: Developing new analytical methods and the new materials that make these methods possible.

Kenneth M. Merz merz@qtp.ufl.edu
Physical and Quantum Theory

Research to develop and exploit molecular modeling techniques in order to further our understanding of biomolecular systems. Structure, dynamics, and function of zinc metalloenzymes; force field development; development and application of coupled quantum/classical simulation techniques; development and application of linear scaling quantum mechanical techniques.

Stephen A. Miller miller@chem.ufl.edu
Organic

We seek to develop innovative catalysts, especially those directed toward polymerization

chemistry. Our targeted catalysts are often relevant to industrial applications, offering mechanistic insight, improved catalytic behavior, or altogether new pathways for catalytic bond formation.

Nicolo Omenetto **2-9853 / CLB 212** **omenetto@chem.ufl.edu**
Analytical _____

Our research program focuses on the development of sensitive and selective atomic and molecular spectroscopic methods of analysis using ultraviolet, visible and near infrared laser sources. Fundamental and applied topics are the diagnostics of laser induced plasmas, the detection of hazardous materials and the chemical characterization of particulate matter.

Nick Polfer **polfer@chem.ufl.edu**
Physical/Analytical _____

Research in our group focuses on increasing the structural information from mass spectrometry measurements for bioanalytical applications. We make use of physical chemistry tools, such as lasers, and develop methods and instrumentation that allow other physical parameters of the ions to be characterized (e.g. infrared absorption, collision-cross-section), so that “more than the mass” of the ions can be determined.

John R. Reynolds **2-9151 / CRB 301** **reynolds@chem.ufl.edu**
Organic, Materials and Polymer _____

Conjugated fully organic and transition metal complex containing polymers are being synthesized and studied as electrical conductors, electrochromic films, bioactive molecule release membranes and chemical sensors.

Nigel G.J. Richards **2-3601 / LEI 428** **richards@qtp.ufl.edu**
Biochemistry, Bioorganic and Quantum Theory _____

We investigate catalysis and molecular signalling in systems of medical interest, using methods in experimental biochemistry and computational chemistry.

David E. Richardson **2-6736 / CLB 410** **der@chem.ufl.edu**
Inorganic and Bioinorganic _____

Our research program focuses on the study of reactivity in transition metal chemistry, particularly in catalytic reactions of biochemical or industrial interest. We seek to identify the mechanistic principles that lead to efficient and selective catalysts for a variety of biochemical and industrial processes.

Adrian Roitberg **2-6972 / NPB 2336** **roitberg@qtp.ufl.edu**
Physical and Quantum Theory _____

Computational and theoretical biophysical chemistry and materials chemistry. We study complex systems using computational techniques. Current projects involve enzyme mechanisms, structure and dynamics, proteins and peptide folding and energy transport in nanostructured systems

Kirk S. Schanze **2-9133 / CRB 428** **kschanze@chem.ufl.edu**
Organic and Materials _____

We study the photophysics and photochemistry of transition metal-organic complexes and polymers with an eye towards applications to optical sensing.

Michael J. Scott 6-1165 / CLB 412 mjscott@chem.ufl.edu
Inorganic, Bioinorganic, Organic

Our research focuses on the synthesis and reactivity of tetrapyrrolic macrocycles for catalysis and photochemical applications. Development of ligand systems for the selective removal of harmful metal ions. Preparation and characterization of models for metal catalyzed reactions in biological systems.

Jon D. Stewart 6-0743 / LEI 102 jds2@chem.ufl.edu
Organic and Bioorganic

We are developing baker's yeast strains for chiral organic synthesis and using antibodies to solve problems in chemistry and biology.

Daniel R. Talham 2-9016 / CLB 412 talham@chem.ufl.edu
Inorganic and Materials

We study the synthesis and materials properties of organic/inorganic thin films, solid-state compounds, nanoparticles, and biominerals.

Weihong Tan 6-2410 / LEI 114 tan@chem.ufl.edu
Bioanalytical and Analytical

Development and application of optical and spectroscopic methods for ultrasensitive analysis of biologically important compounds and for molecular interaction and manipulation.

Martin T. Vala 2-0529 / CLB 318 mvala@chem.ufl.edu
Physical

Work in our lab centers on the study of molecular species that may be present in interstellar space.

Adam S. Veige veige@chem.ufl.edu
Inorganic, Organometallic

The central theme of this research program is the synthesis and study of transition metal complexes that model or promote new industrial relevant catalysis. We aim to exploit the inherent coordination and electronic trends of the transition metals to elucidate new synthetic methodologies, activate small molecules, and further mechanistic principles

Kenneth B. Wagener 2-4666 / LEI 318 wagener@chem.ufl.edu
Organic, Polymer and Materials

Polymer synthesis methodology, novel mechanisms of polymerization, organometallic catalyst structure characterization, and monomer structure/reactivity relationships are of interest to this research group.

Richard A. Yost 2-0557 / CLB 210 ryost@chem.ufl.edu
Analytical and Bioanalytical

We develop and apply mass spectrometric instrumentation (MS/MS, GC/MS, and LC/MS) to solve biomedical, environmental, and biotech problems.

Vaneica Y. Young 2-6779 / CLB 116 young@chem.ufl.edu
Analytical and Materials

Dynamic electrochemical response, surface characterization and impedance spectroscopy of solid state ion selective electrodes.

Supervisory Committee

STUDENT'S NAME _____

UFID NUMBER: _____

CHAIR: _____	_____	_____
PRINTED	SIGNATURE	UFID
NUMBER		

MEMBER: _____	_____	_____
PRINTED	SIGNATURE	UFID
NUMBER		

MEMBER: _____	_____	_____
PRINTED	SIGNATURE	UFID
NUMBER		

MEMBER: _____	_____	_____
PRINTED	SIGNATURE	UFID
NUMBER		

EXTERNAL MEMBER: _____	_____	_____
PRINTED	SIGNATURE	UFID
NUMBER		

DEPARTMENT

FACULTY COMMITTING TO SERVE ON YOUR COMMITTEE MUST SIGN THIS SHEET

Note: Your committee should consist of two members of your qualifying division; one member from outside your qualifying division; and one external member from outside the Chemistry Department. The external member cannot hold a joint appointment with the department. The fifth member of your committee can be either from inside or outside the department.

Transfer of Courses

Transfer of equivalent Graduate Basic Courses

Name: _____

Matriculation Date: _____

Institute Previously Attended:

Date Attended: _____

Degree Granted: _____

Courses To Be Transferred

COURSE	NAME	HRS	GRADE	TEXTBOOK	UF EQUIVALENT	APPROVAL

Procedure:

1. Complete the course transfer form.
2. Obtain approval by an instructor of each requested course.
3. Attach transcript and syllabus to transfer form.
4. Submit approved form to the Chemistry Graduate Affairs office.