

INFORMATIVE BULLETIN

For the admission process to the Graduate Program in Psychology

University of Puerto Rico
Río Piedras Campus
College of Social Sciences
Department of Psychology
Graduate Program in Psychology
2005-2006

Revised September 2005

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Introduction

The Graduate Program in Psychology is part of the faculty of Social Sciences in the University of Puerto Rico, Rio Piedras Campus, is located in the fourth floor of the Carmen Rivera De Alvarado Building. The Graduate Program have a daily program on a Mater degree in Arts with concentrations in Clinical Psychology, Industrial Organizational psychology, Social Community Psychology and Academic Research Psychology. The program offers the option to complete a Doctoral degree in philosophy (Ph.D.) with specialty in Psychology. The program admission is once year, and begin studies in the first semester of each academic year (in August of each year).

The Graduate Program in Psychology was created by the Higher Education Counselor on April 15, 1966. This certification established the Master degree in Arts with concentration in Psychology in the faculty of Social Sciences, Rio Piedras Campus, of the University of Puerto Rico. Through the years, the curriculum of the Master program changes, and offerings were diversified and organized their elective in four concentrations. February 14, 1986, the Higher Education Counselor, by Certification I number 142 (1985-86), recognized this specialties to the Master and Doctoral level in Philosophy (Ph.D.) with concentration in Psychology in the faculty of Social Sciences of Rio Piedras Campus. The admitted person to the program can complete the Master and Doctoral level in Philosophy (Ph.D.). If the person fulfills the requirements and corresponding recommendations, can aspire to one or both academic degrees.

General Objectives of the Graduate Program

The general's objectives of the Graduated Program in Psychology are:

1. Develop critical conscience in the student to contribute to the integral comprehension of Puerto Rican society.
2. Develop competitive psychologies in the research with the knowledge of Puerto Rican reality and human behavior in general.
3. Preparing professionals to respond with conscience and social responsibility to the demand of psychological services to individuals, families, groups, organizations and communities.
4. Fortifying sub-graduate programs development by exchange of ideas and activities with the graduate level.
5. Providing opportunity for the preparation and improvement Professional of faculty in the discipline of the psychology.

Specific Objective Area

Academic Research Psychology

1. Knowledge acquisition in the basics areas in psychology
2. Course preparation and teaching in psychology on college level
3. Psychological research capacity development

The Psychology Department offer Evolution and Scholar Psychology in the specialty of Academic Research.

Clinical Psychology

1. Biosocial critical analysis that foment and sustain psychological reality of the persons.
2. Know theoretical framework of Clinical Psychology that include personality, abnormal psychology and psychotherapy theories.
3. Know theoretical frameworks, methods and psychological evaluation.
4. Know philosophical aspects on psychology methodology, with special attention in the critical analyses of the scientific literature.

Social Community Psychology

1. Cultural research and comprehension of the process in groups, societies, and interpersonal, to obtain the knowledge about this phenomenon: attitude, leadership, values, socialization, power, social change, planning and social ecology.
2. The capacity of the student in the use of the methodology and techniques in social investigation and the understanding of conceptual bases in which these they are based.
3. Identification and intervention of situation that don't permit the human and social development, with the use of the resources that have the community, organization or social system.

Community or social systems evaluation of the process and necessities

Industrial-Organizational Psychology

1. Develop critical to the theoretical bases and ethics of the discipline and psychologies participation in the organizational process.
2. Take consciousness organizations are a complex open systems, there problems affect the public and private organizations in Puerto Rico.
3. Take consciousness about social and organizational changes, in particular on work organizations
4. 4. It gave congruent research with the capacity, with studies for the enrichment of positions, and surveys of opinion of personnel and other.
5. Skill development in external and internal consulting. Provide interventions resources in work organizations.

Language

The Spanish language is used in the Graduated Program. Students must to be able to read and understand English language, because many of the reading materials and references used in courses are in that language.

◆ Directory of Professors and their Research Interests

Alvarez, Ana I. University of Massachusetts. History of Psychology in the Caribbean Islands, History of Psychology in Latin America, and History of Psychology.

Bernal, Guillermo. University of Massachusetts. Family Studies, Study of the efficiency and effectiveness of psychotherapeutic interventions. Processes and performance of psychotherapy and program evaluation

Colberg, Eileen. Georgia State University. Discussion and support groups for single mothers. Family and work. Culture and organizational development. Culture and power in organizations.

Correa, Nydza. Universidad Autónoma de México. City, subject, citizenship, epistemology and methodology in social psychology. Science and gender. Work and citizenship.

Díaz Royo, Antonio. Psychotherapy, Analytical Focus, Use of testimony in psychosocial analysis, Teaching psychology, Legal expertise in civil rights.

Figueroa, Heidi. Universidad de Puerto Rico. Forms of cultural representation of high technology systems, especially in the area of computer-mediated communication.

Galarza, Laura. Rice University. Organizational culture and climate, psychology and industrial and organizational behavior, organizational development and change, selection of personnel, organizational measurements and evaluations (measurement of performance and productivity, position analysis, organizational questionnaires).

García, Tania. Universidad Complutense Madrid. Organizational industrial psychology-Historicity/discursivity theorization about work, ecology. Epistemology of complexity. Psychology and philosophy of perception

Gómez, María de los A. Universite Paris V. Psychoanalysis. Ethics and clinic. Psychic processes involved in chronic illnesses.

Martinez, Sylvia. Universidad de Puerto Rico. Early intervention, affective entailment and autism.

Méndez, Milagros. Fordham University. HIV prevention in teenager. Violence prevention in boys, girls and teenager.

Miranda, Dolores. Temple University Community development, social movements, social politics, oral history, alternative methods in evaluation, decolonization popular education

Morales, Edgardo. Boston University. Work Democratization processes.

Moreno, Ivonne. Universidad de Puerto Rico. Work satisfaction, evaluation of overall quality, organizational development and psychology of personnel.

Muñoz, Amaryllis. Universidad de Puerto Rico. Violence, domestic violence, clinical-psychotherapy work, clinical intervention with people confronting terminal medical conditions.

Nazario, Edna. University of New York City. Psychoanalysis-psychotherapy, the emotional link in infancy and game therapy.

Nina, Ruth. Universidad Autónoma de México. Interpersonal communication, family, couples, sexuality and HIV/AIDS, adolescents, cultural studies, adolescence.

Olivera, Vivian. Universidad de Puerto Rico. Cerebral laterality, institutional research on students

Ortiz, Blanca. New York University. Transfer of technology to community organizations.

Quinteros, Josué W. Universidad Nacional Mayor de San Marcos, Perú. Epistemology and methodology of psychology

Ramírez, Rafael. Stress, stuttering, psychology of prevention

Rodríguez Arocho, Wanda. Universidad de Puerto Rico. Human development, Learning, Language and Cognition.

Rodríguez, Juana. Temple University. Outcome research, development of questionnaires and psychological tests. Model of psycho-educative evaluations.

Reyes, Tomás. Measurement, evaluation and evaluation procedures. Industrial-organizational psychology.

Roselló, J. New York University. Juvenile depression, treatment for depression, psychoballet, nutritional disorders, diabetes, mellitus in adolescents

Serrano, Irma. University of Michigan. Social change and power, development, education and community organization, creation of settings, program development and evaluation, participant research and HIV/AIDS. Primary prevention with heterosexual women.

Sosa, Raúl. Universidad Nacional Autónoma de Mexico. Methodology, psychology of the politics of oppression, abuse of the psychotherapy of drugs

Tirado, Giovanni. McGill University, Canada. Biopsychology of learning and memory, cognitive psychology, philosophy of the mind, biopsychology of aging and Alzheimer's disease.

Toro, Carlos. Purdue University. Theories of action in the organizational context, learning in organizations, effectiveness of the social systems of work.

Toro, José. Centro Caribeño de Estudios Postgraduados. Family therapy, sexuality/homosexuality, masculinity/gender/domestic violence, HIV/AIDS: primary and secondary prevention, ethics, evaluation of programs public policy and mental health.

Vale, Otomie. Universidad de Puerto Rico. Constitution of human subjectivity, gender (construction), criticism of the traditional notion in psychology, language and subjectivity, curricular development

Directory of Researcher Interests

Aviles Eduardo Cumba, PhD. Universidad de Puerto Rico, Assistant Research. Research in: Teenager depression; attention deficit and hyperactivity disorder .

Calderon Jaime, MA. Universidad de Puerto Rico, Assistant Research. Research in: emotions and sexuality; Psychology and Health.

Chafey Maria Jiménez, PsyD. Universidad Carlos Albizu. Assistant Research. Research in: diabetes, depression; Cognitive behavior therapy, depression prevention.

Hernandez Eduardo Lugo, Ph.D. Paul University. Assistant Research. Research in: Children and teenager Resiliency; violence prevention.

Matos Roman, Maribel. Universidad de Puerto Rico, Assistant Research. Research in: Behavioral problems in childhood, diagnosis evaluation and treatment.

Perez Jimenez, David. Universidad de Puerto Rico, Assistant Research. Research in: Gender roles; masculinity construction; political public, program evaluation; HIV prevention.

Rivera Medina, Carmen. PhD. Universidad de Puerto Rico, Assistant Research. Research in: teenager depression; psychometric, methodology and statistics.

Sáez Emily, PhD. Universidad de Puerto Rico. Research in: teenager depression Prevention and Treatment family environment; diabetes.

Torres Burgos, Nelida. Universidad de Puerto Rico. Research in: women and sciences; gender participation in the academic space; psychosocial factors and resiliency on Puerto Rican woman.

Admissions Requirements

Complete the process no later on summer in the year that will begin graduated studies, and have a bachelor or the equivalent degree from an accredited university or institution.

1. Is required a minimum 3.00 point GPA (or the equivalent system qualification of the university) or a general GPA (bachelor and master) no less than 3.00 if the student have a master degree.
2. Approve this bachelor or the equivalent courses with a minimum GPA of B (3.00).
 - ◆ General Psychology or Introductory Psychology
 - ◆ Social Psychology
 - ◆ Methods and Techniques in psychological research or the equivalency
 - ◆ Statistics

Four of the three courses have to be approved when the application is submitted, if the student has one course in progress during the January to May semester. Students that have one or more course in progress during summer semester the application will not be processed if he/she wants to begin the graduate program.

Required documents for Admission application

All admission application documents have to be sent to Psychology Department on time. The physical address of Psychology Department: Four Floor in the Carmen Rivera de Alvarado Building (CRA), University of Puerto Rico, Río Piedras Campus. The postal address is:

Department of Psychology
P.O. BOX 23345
University of Puerto Rico, Río Piedras Campus
San Juan, Puerto Rico 00931-3345

Documents

1. Admission Application
2. Resume or Curriculum Vitae
3. Admission test result to graduate studies EXADEP (PAEG) or the GRE
4. Official credits transcription with the courses that the student took.
5. Evidence of the payment and case formulary

All documents have to be sent to:

Department of Psychology
P.O. BOX 23345
University of Puerto Rico, Río Piedras Campus
San Juan, Puerto Rico 00931-3345

The last day to submit the application for admission is the last Friday of January.

Curricular structure and academic requirement

The Graduate Program in Psychology have a curriculum structure that contains two main parts that are used to knowing as "courses of the first level" and "courses of the advanced level". Courses in the first level refer those that are required for the master's degree, the advanced level refer to those that (along with those of master) are required for the doctorate. All these courses should be approved with A or B grade.

Courses in the first level are divided in three main types (a) central courses that all students should approve; (b) requisite courses of the corresponding specialty; (c) free elective. The number of credits whose approval is required for the Master degree is of 43 or 44 (depending on the area of specialty)

Student that aspires to Master degree should pass a Comprehensive Exam and to prepare research project to prepare the Master Thesis. The thesis proposal has to be completed and defended in front thesis committee and to be presented to the university community. In the Student Manual is described the norms of the comprehensive exam and of the Master Thesis.

Advanced level courses are divided into two main types (a) central courses that all the student body should approve (18 credits) and 18 elective credits for the advanced level. Students have to approve 79-the 43 required credits approval for the Doctoral degree of the first level and the 36 in advanced level. Further on a list of these courses is presented.

Student that aspires to approve the Doctoral degree have to approve all Master degree requirements (except the thesis, if thus decides it) and, once recommended its continuity to said level by the faculty of its Area of specialty, should approve all the courses of level advanced. Besides, it should approve the Candidature Exam and to carry out research project to the Doctoral Dissertation. The dissertation proposal as the dissertation completed they should be defended in front a dissertation committee and presented to the university community.

Student that aspires to doctoral degree with specialty in Clinical Psychology, have to complete a year internship with all the curriculum requirements, except the dissertation. The Student Manual of the Department in Psychology details on the reason to be, the norms and the procedures of the boarding school in Clinical Psychology.

Terms for completing the degree

Certification 72 (1991-92) of the Academic Senate, Río Piedras Campus, establishes the following terms for completing the degree:

- Master's: As of the date of admission, a period of six (6) years is set in which students should complete the degree requirements, including thesis or research project. In exceptional situations, this period may be extended by up to one year. For additional information concerning extensions, refer to the section of this manual titled "Extensions."

- PhD: As of the date of admission to the graduate program, a maximum period of eight (8) years is set in which students should complete all degree requirements, including dissertation. In exceptional situations, this period may be extended by up to two (2) years. For additional information concerning extensions, refer to the section of this manual titled "Extensions."

Reference documents:

**Standards for graduate programs of the Rio Piedras University Campus.
Certification No. 72, 1991-92. Academic Senate.**

Admissions Procedure

1. Materials or documents- in the dates indicated by the Psychology Department.
2. Writing essay- if complies with the requirements, was cited for the essay writing in the date and place indicated by the Psychology Department.
3. Interview- if complies with the requirements, him was cited to be presented to a group interview by the faculty of the area to which requests.
4. Decisions- The admissions committee made the final decisions taking on consideration the academic index, EXADEP scoring (or equivalent), evaluation, a interview and global evaluation.

Specialization courses per Area

Mater degreed (MA)

Master's:

- ◆ Pass the 43 credits required at the graduate level and other degree and specialization requirements within a period of six (6) years after having been accepted to the program
- ◆ Pass the 43 credits, Comprehensive Exam, and thesis with a grade of A, B, or P.
- ◆ Satisfactorily defend publicly and before the Thesis Committee the master's thesis
- ◆ Submit the degree application
- ◆ Present the three (3) copies of the thesis, properly bound and signed by the Thesis Committee of the Graduate Program in Psychology, and submit two (2) copies to the Reserve Room of the Library of Social Sciences and one (1) copy to the Jose M. Lázaro Library.

Doctoral degreed (Ph.D.)

PhD:

- ◆ Pass the 79 credits required at the graduate level and the other degree requirements within eight (8) years of admission to the Graduate Program
- ◆ Pass the master's core courses, advanced courses, corresponding specialization requirements, and electives (for total of 79 credits)
- ◆ Pass the master's-level comprehensive exam
- ◆ Complete the 79 credits, the comprehensive exam, thesis, the candidature exam, and dissertation with an A, B, or P

- ◆ In the case of students in the clinical area, pass an internship of no less than 2,000 hours of supervised practice, complying with the standards established in the document "Internship in Clinical Psychology," as revised in 1988.
- ◆ Publicly present the dissertation proposal
- ◆ Defend the dissertation publicly and before the Dissertation Committee. Fill out the degree application.
- ◆ Present three (3) copies of the thesis properly bound and signed by the Thesis Committee, to the Graduate Program in Psychology, and submit two (2) copies to the Reserve Room of the Library of Social Sciences and one (1) copy to the José M. Lázaro Library.

It is required that all graduate students fulfill the requirement of residency. See the section titled "Residency" in this manual.

Reference documents:

Proposal of the Department of Psychology, College of Social Sciences, for the revision of the Master's Program and the creation of a doctoral program.

Approved by the Higher Education Council on February 14 1986. Certifications 141 and 142; 1985-86.

**Master Degree (MA)
43Credits**

Credits

I. Medullar courses in Master level (10 Credits)

| | | | |
|-------------|-------------|---|----------|
| Psyc | 6006 | Statistics Applied to Psychology | 3 |
| Psyc | 6007 | Seminar: Methods in Psychological Research | 3 |
| Psyc | 6005 | Theories of Personality | 3 |
| Psyc | 6030 | Proseminar in General and Applied Psychology: Ethical Issues in Psychology | 1 |

II. Electives **9**

III. Courses in the Area of Specialization **21**

IV. Comprehensive Examination **0**

V. Thesis **0**

Psyc 6010 Thesis Seminar **3**

Psyc 6008 Thesis Work **0**

Total Credits **43**

Courses in the Area of Specialization

| | | | Credits |
|--|------|--|----------|
| Academic Research | | | |
| Psyc | 6009 | Proseminar in General Psychology I | 3 |
| | or | | |
| Psyc | 6015 | Proseminar in General Psychology II | 3 |
| Psyc | 6301 | Advanced Development Psychology | 3 |
| Psyc | 6306 | History and Systems of Psychology | 3 |
| Psyc | 6311 | Problems in Teaching and Evaluation in Introductory Psychology | 3 |
| Psyc | 6312 | Practicum: The Teaching of Introductory Psychology | |
| | or | | |
| Psyc | 6995 | Practicum in Research | 3 |
| Psyc | 6318 | Human Learning | 3 |
| Psyc | 6327 | Use of the Computer and Its Applications in Psychology | 3 |
| Sequence in Developmental and School Psychology | | | |
| Psyc | 6301 | Advance Developmental Psychology | 3 |
| Psyc | 6518 | Psychology of Youth | 3 |
| Psyc | 6555 | School Psychology | 3 |
| Psyc | 6418 | Behavior Disorders of Children | 3 |
| Psyc | 6302 | Advanced Developmental Psychology | 3 |
| Psyc | 6020 | Proseminar in General and Applied Psychology: Principles of Psychological Measurement | 1 |
| Psyc | 6401 | Psychological Assessment I | 3 |
| Psyc | 6403 | Practicum in Psychological Assessment I | 1 |
| Psyc | 6591 | Practice in School Psychology I | 3 |
| Psyc | 6592 | Practice in School Psychology II | 3 |
| Psyc | 8516 | Psycho-Educational Assessment | 3 |
| Psyc | 8508 | Practicum in School Consultation | 0 |
| Clinical | | | |
| Psyc | 6401 | Psychological Assessment I | 3 |
| Psyc | 6403 | Practicum in Psychological Assessment I | 3 |
| Psyc | 6408 | Principles of Psychopathology | 3 |
| Psyc | 6431 | Practicum: Clinical Psychology I | 0 |
| Psyc | 6432 | Practicum in Clinical Psychology II | 2 |
| Psyc | 6433 | Practicum in Clinical Psychology III | 2 |
| Psyc | 6434 | Practicum in Clinical Psychology IV | 2 |
| Three Modules | | | 3 |

| | | |
|-----------|--|---|
| Psyc 6020 | Proseminar in General and Applied Psychology: Principles of Psychological Measurement | 1 |
| Psyc 6060 | Proseminar in General and Applied Psychology: Evaluation of Programs and Services | 1 |
| Psyc 6040 | Proseminar in General and Applied Psychology: Principles of Supervision | 1 |
| Psyc 6050 | Proseminar in General and Applied Psychology: Principles of Consultation | 1 |
| Psyc 6080 | Proseminar in General and Applied Psychology: Personnel Evaluation | 1 |
| Psyc 6090 | Proseminar in General and Applied Psychology: Identification of Needs and Resources | 1 |
| Psyc 6070 | Proseminar in General and Applied Psychology: Puerto Rican Society and Culture | 1 |

Two courses in clinical skills (6 credits)

Industrial Organizational

| | | |
|-----------|--|---|
| Psyc 6025 | Psychosocial Approach to the Study of Organizational Behavior | 3 |
| Psyc 6026 | Psychological Approach to Organizational Development and Change | 3 |
| Psyc 6040 | Proseminar in General and Applied Psychology: Principles of Supervision | 1 |
| Psyc 6050 | Proseminar in General and Applied Psychology: Principles of Consultation | 1 |
| Psyc 6080 | Proseminar in General and Applied Psychology: Identification of Needs and Resources | 1 |
| Psyc 6201 | Practicum in Social-Industrial Psychology | 3 |
| Psyc 6205 | Social Industrial Psychology | 3 |
| Psyc 6206 | Construction of Psychological Tests | 3 |
| Psyc 6209 | Psychosocial Aspects of Labor Law | 3 |
| Psyc 6216 | Laboratory: Psychological Test Construction | 1 |

Social Community

| | | |
|-----------|--|---|
| Psyc 6105 | Advanced Social Psychology | 3 |
| Psyc 6106 | Community Psychology | 3 |
| Psyc 6109 | Group as an Instrument of Social Intervention | 3 |
| Psyc 6110 | Seminar: The Psychological Analysis of Social and Cultural Changes in Puerto Rico | 3 |
| Psyc 6131 | Community Practice I | 3 |
| Psyc 6132 | Community Practice II | 3 |
| Psyc 6133 | Community Practice III | 3 |

Doctoral Degree (PhD.)
79 Credits
(43 Master credits and 36 credits in Doctoral level)

| | | | Credits |
|---|--|-----------------------------|----------------|
| I. Core courses in Doctoral level (18 Credits) | | | |
| Psyc 6305 | Advanced Statistical Design | | 3 |
| Psyc 8000 | Philosophical Foundations of Psychology | | 3 |
| Psyc 8017 | Seminar on Multiple Research Perspectives II | | 3 |
| Psyc 6105 o 8015 | Advanced Social Psychology or Advanced Social Psychology II | | 3 |
| Psyc 6325 o 8125 | A Psychological Approach to the Study of Cognitive Processes or Social-Cultural Study of the Mind | | 3 |
| | | | |
| II. Electives | | | 18 |
| Psyc 8495 | Clinical Psychology Internship (2,000 hours)*Only for Clinical Psychology | | 3 |
| III. Candidature Exam | | | 0 |
| IV. Doctoral dissertation | | | |
| | Psyc 8001 | Dissertation Seminar | 0 |
| | Psyc 6008 | Dissertation Work | 0 |
| <hr/> | | | |
| V. | Total Doctoral Degree credits | | 79 |

License

When the student complete the Master or Doctoral degree in Psychology, have to fallow the law 96 on 1983 disposition in the Commonwealth of Puerto Rico. The disposition require a test to obtain a practice license in Psychology in Puerto Rico. Test details and information is provided by the Junta Examinadora de Psicólogos, P.O. Box 10200, San Juan, PR 00908. Phone 787-725-8161 or in the web site: mbouet@salud.gov.pr

Available Financial Aid

Grants

The Rio Piedras Campus offers several financial aid options, such as:

- Federal grants and loans
- Teaching and research assistantships
- Grants from private and government agencies

All graduate students are eligible for financial aid through the programs administered by the Office of Financial Aid of the Office of the Dean of Students. The Financial Aid program is responsible for assuring that all students who meet the corresponding requirements have access to the different available financial aid.

Honor Role

The following students are candidates for honor role and will be exempt from paying tuition:

First-year students at the undergraduate or graduate level may not be on honor role. Regular students in their second, third, fourth, or fifth year, as well as graduate students from their second year on will be exempt from tuition if their cumulative performance in their program places them in the top five percent (5%) of their class and their GPA is 3.5 or higher.

Graduate students enrolled in thesis who maintain a GPA of 3.5 or higher and who are in the top five percent (5%) of their class. Students from second year on who have been readmitted after having interrupted their studies for a semester or more are candidates if they have a GPA of 3.5 or higher, if they are in the top five percent (5%) of their class, and have completed at least 12 credits per semester at the undergraduate level, 8 at the graduate level, 6 credits for students with classification, or 4 credits during the summer session of the institution's last academic year. Reference documents:

Webpage of the Office of the Dean of Graduate Studies and Research:
[http:// degi.rrpac.upr .edu/becasFrameDerecho.HTM](http://degi.rrpac.upr.edu/becasFrameDerecho.HTM). Certification 1, 1981~ 23

Graduate Teaching and Research Assistantships Definitions

Graduate Teaching Assistant:

Graduate Teaching Assistants are graduate or post-doctoral students who, as a part of their training, provide auxiliary teaching services under the supervision of at least one staff member. These services may be given, when appropriate, in other units of the system following authorization from the respective deans.

Graduate Research Assistants:

Graduate Research Assistants are graduate or post-doctoral students who, as part of their training, provide auxiliary research services under the supervision of at least one staff member. These auxiliary research services may be given, when appropriate, in other units of the system following authorization from the respective deans.

Eligibility:

In order to qualify for graduate assistantships, students must meet the following requirements:

1. Be a graduate student who meets all of the requirements of the graduate program in which he/she is enrolled.
2. Have a regular academic load or its equivalent. Students with regular employment in or outside of the institution are not eligible.
3. Students receiving grants of \$5,000.00 or more do not qualify for assistantships.
4. Transitory students, who have not been formally accepted to a graduate program, may not participate in the assistantship program.
5. Persons with license without salary from any institution qualify for assistantships.
6. Persons with full-time employment at or outside of the university are not eligible.
7. Persons with regular employment who receive institutional aid (licenses with salary, licenses without salary with financial aid) do not qualify for assistantships.
8. Graduate assistants may not simultaneously have teaching or research contracts at the level of the system.
9. Assistantships that are paid with funds from the Supplementary Assistance Program (PAS, its Spanish acronym) have a time limit which is established by Certification No. 1.35, 1988-89 of the Higher Education Council, which establishes that: "10.3 -A student may be a graduate assistant for no more than two (2) calendar years in the case of master's students; two (2) calendar years in the case of non-doctoral students who already have a master's degree; four (4) calendar years in the case of doctoral students who begin their graduate studies with a bachelor's degree; and two (2) years in the case of post-doctoral students."

Graduate Assistants' Tasks:

1. The Department Director or another staff member will designate the staff member who will supervise the graduate assistant and will determine, by consulting him/her, the tasks that the assistant should carry out.
2. The regular work of teaching and research assistants will not exceed 18 hours per week. A graduate student may simultaneously work in two types of assistantships only when work does not exceed 20 hours of work per week.
3. When there are reasons for doing so, graduate assistants may be assigned tasks equivalent to part time.

Stipends:

1. The president of the university will determine the amount of the stipend according to the practice established in units and the availability of resources
2. In addition to the stipend, assistants will be exempt from paying tuition, but not from paying special fees.

3. The stipend received by assistants in all graduate programs of the units will be comparable to the day's labor performed. Under no circumstances will there be students carrying out equivalent labors with unequal pay.

Reference documents:

***Standards for assigning academic assistantships. Announcement No. 1, 1990-91.
Office of the Dean of Graduate Studies and Research
General standards for the Graduate Assistantships program subsidized by the
Supplementary Assistance Program. Certification No. 135,
1988-89.
Higher Education Council.***

Procedures

1. Students who have been admitted to this graduate program who are interested in obtaining accreditation for courses taken in other graduate programs should apply in writing to the Graduate Program Coordinator. This application should include the following: a) academic justification for the request, b) an official transcript in which the courses to be accredited appear and, c) copies of the outlines and/or syllabi of the courses to be accredited. The Graduate Program Coordinator's evaluation of the student's application should include the input of the Graduate Counselor and coordinator of the student's area of specialization.

2. After this evaluation has been completed and accreditation has been favorably recommended, the Official of Student Affairs will fill out the corresponding form for the Registrar and will submit it to be considered by the Department Director.

3. The Official of Student Affairs will process the form and send it to the Registrar.

4. The Registrar will notify the student and the dean of the college (Office of Student Affairs) in writing of the approval or rejection of the accreditation.

The Graduate Program in Psychology does not authorize students to take courses at other institutions after having failed the same courses at the Rio Piedras Campus.

5. Students must have a GPA of at least 3.00.

6. The course to be accredited must have been passed with a grade no lower than B (3.00).

***Standards for assigning academic assistantships. Announcement No. 1, 1990-91.
Office of the Dean of Graduate Studies and Research
General standards for the Graduate Assistantships program subsidized by the
Supplementary Assistance Program. Certification No. 135,
1988-89.
Higher Education Council.***

Resident students out of Puerto Rico

Student Visa (F-1) and the Certificate of Eligibility for not immigrant (I-20) or the international student should comply with certain requirements to obtain his visa of student. The form 1-20, Certificate of Eligibility for not Immigrant Students Classified

(F-1), him he was sent once he have received admission and he provide evidence of economical reliability by means of a letter or banking state that indicate the quantity of money of which arranges to vote its expenses while I live in Puerto Rico and/or a Declaration Sworn with a letter or banking state of that of s) person (s) that itself Its expenses of students in Puerto Rico.

Visa policy

Puerto Rico is a U.S. territory. The U.S. policy welcomes citizens from around the world who genuinely want to study in P.R. The new visa procedures reflect concern for ensuring the safety of U.S. residents and visitors alike, not a desire to make it more difficult for legitimate travelers to enter P.R. Following the terrorist attacks of September 11, 2001, some changes have been made in the federal laws governing visitor entry and exit to the U.S. and P.R. The law requires additional application forms and security clearances. Visa applications take longer to process. However, better interagency cooperation and automated procedures have speeded up the clearance process. The goal is to make the visa process not only thorough but also respectful and efficient.

For detailed information: <http://www.unitedstatesvisas.gov/visapolicy/index.html>

If you are going to P.R. primarily for tourism, but want to take a short course of study of less than 18 hours per week, you may be able to do so with a visitor visa. You should inquire at the appropriate U.S. embassy or consulate. If your course of study is more than 18 hours a week, you will need a student visa. Please read this information for general information on how to apply for an **F1 or M1 student visa**. For additional student related information, visit the EducationUSA Web site, created by the U.S. Department of State, Bureau of Educational and Cultural Affairs, to learn about educational opportunities for graduate study, opportunities for scholars, financial aid, testing, admissions, and much more.

In most countries, first time student visa applicants are required to appear for an in-person interview. However, each U.S. embassy and consulate sets its own interview policies and procedures regarding student visas. **Students should consult embassy Web sites or call for specific application instructions.**

For detailed information: <http://usembassy.state.gov/>

When do I need to apply for my student visa?

Students are encouraged to apply for their visa early to provide ample time for visa processing. Students may apply for their visa as soon as they are prepared to do so. The consular officer may need to get special clearances depending on the

course of study and nationality of the student. This can take some additional time.

Students should note that U.S. Embassies and Consulates are able to issue your student visa 90 days or less, in advance of the course of study registration date. If you apply for your visa more than 90 days prior to your start date or registration date as provided on the Form I-20, the Embassy or Consulate will hold your application until it is able to issue the visa. Consular officials will use that extra time to accomplish any of the necessary special clearances or other processes that may be required.

Students are advised of the Department of Homeland Security regulation which requires that all initial or beginning students enter to P.R. 30 days or less in advance of the course of study start/report date as shown on the Form I-20. Please consider this date carefully when making travel plans to P.R.

A student who wants to an earlier entry to P.R. (more than 30 days prior to the course start date), must qualify for, and obtain a visitor visa. A prospective student notation will be shown on his/her visitor visa and the traveler will need to make the intent to study clear to the U.S. immigration inspector at port of entry. Before beginning any studies, he or she must obtain a change of classification, filing Form I-506, Application for Change of Nonimmigrant Status, and also submit the required Form I-20 to the Department of Homeland Security office where the application is made. Please be aware that there is an additional fee of \$140 for this process, and that one may not begin studies until the change of classification is approved.

For detailed information:

http://travel.state.gov/travel/tips/embassies/embassies_1214.html

The Student and Exchange Visitor Program (SEVP) is designed to help the U.S. Department of Homeland Security and Department of State better monitor school and exchange programs and F, M and J category visitors. Exchange visitor and student information is maintained in the Student and Exchange Visitor Information System (SEVIS). SEVIS is an Internet-based system that maintains accurate and current information on non-immigrant students (F and M visa), exchange visitors (J visa), and their dependents (F-2, M-2, and J-2). SEVIS enables schools and program sponsors to transmit mandatory information and event notifications via the Internet, to the U.S. Department of Homeland Security and U.S. Department of State (DOS) throughout a student or exchange visitor's stay in the United States.

All student applicants must have a SEVIS generated I-20 issued by an educational institution approved by DHS, which they submit when they are applying for their student visa. The consular officer will need to verify your I-20 record electronically through the SEVIS system in order to process your student

visa application. Unless otherwise exempt, participants whose SEVIS I-20 was issued on or after September 1, 2004 must pay a SEVIS I-901 Fee to the U.S. Department of Homeland Security for each individual program. The fee may be paid either through a special website, via Western Union, or by mail.

It is important to remember that applying early and providing the requested documents does not guarantee that the student will receive a visa. Also, because each student's personal and academic situation is different; two students applying for same visa may be asked different questions and be required to submit different documents. For that reason, the guidelines that follow are general and can be abridged or expanded by consular officers overseas, depending on each student's situation.

All applicants for a student visa must provide:

- Form I-20A-B, Certificate of Eligibility for Nonimmigrant (F-1) Student Status-For Academic and Language Students or Form I-20M-N, Certificate of Eligibility for Nonimmigrant (M-1) Student Status for Vocational Students. You will need to submit a SEVIS generated Form, I-20, which was provided to you by your school. You and your school official must sign the I-20 form. All students, as well as their spouses and dependents must be registered in the Student and Exchange Visitor Information System (SEVIS) , an Internet-based system that maintains accurate and current information on non-immigrant students and exchange visitors and their dependents (F/M-2 visa holders). Your school is responsible for entering your information for the I-20 student visa form into SEVIS. Students will also have to pay a SEVIS I-901 fee for each program of study. Questions regarding your exchange program should be directly to your program sponsor;
- A completed application Form DS-156, together with a Form DS-158. Both forms must be completed and signed. Some applicants will also be required to complete and sign Form DS-157. A separate form is needed for children, even if they are included in a parent's passport. The DS-156 must be the February 2003 date, either the electronic "e-form application" or the non-electronic version.
- A passport valid for at least six months after your proposed date of entry into the United States;
- One (1) 2x2 photograph.
- A MRV fee receipt to show payment of the visa application fee, a visa issuance fee if applicable and a separate SEVIS I-901 fee receipt. While all F visa applicants must pay the MRV fee, including dependents, only the F-1 principal applicants must pay the SEVIS fee.

All applicants should be prepared to provide:

- Transcripts and diplomas from previous institutions attended;

- Scores from standardized tests required by the educational institution such as the TOEFL, SAT, GRE, GMAT, etc.;
- Financial evidence that shows you or your parents who are sponsoring you have sufficient funds to cover your tuition and living expenses during the period of your intended study. For example, if you or your sponsor is a salaried employee, please bring income tax documents and original bank books and/or statements. If you or your sponsor own a business, please bring business registration, licenses, etc., and tax documents, as well as original bank books and/or statements.

Applicants with dependents must also provide:

- Proof of the student's relationship to his/her spouse and/or children (e.g., marriage and birth certificates.);
- it is preferred that families apply for F-1 and F-2 visas at the same time, but if the spouse and children must apply separately at a later time, they should bring a copy of the student visa holder's passport and visa, along with all other required documents.

For detailed information:

<http://www.unitedstatesvisas.gov/obtainingvisa/index.html>

Once the graduate program recommends the admission, the Office of International Students and Exchange at UPR, RP will contact you. In order to issue the Certificate of Eligibility for Nonimmigrant (F1) Student Status, they will request you the following:

- Submit, as soon as possible, evidence of adequate financial resources to meet expenses while you study in Puerto Rico in order to be issued Form I-20 Certificate of Eligibility for Nonimmigrant (F1) Student. A minimum of one (1) year's expenses must be provided. Living expenses are estimated in \$15,453.00 per year.
- Submit an Affidavit of Support together with the sponsor's supporting evidence of income and resources. If you do not have a sponsor, please submit your personal supporting evidence of income and resources.
- Visit the U.S. Embassy in order to request your student visa, once you receive the I-20 together with the Certificate of admission and original documents of financial resources. You will also have to present these documents to the immigration officers in the port of entry.

For detailed information:

http://graduados.uprrp.edu/est_internacionales/est_internacionales.htm

What items does a returning student need?

All applicants applying for renewals must submit:

- A passport valid for at least six months.
- An application Form DS-156, together with a Form DS-158. Both forms must be completed and signed. Some applicants will also be required to complete and sign Form DS-157. Blank forms are available without charge at all U.S. consular offices and on the Visa Services Web site under Visa Applications Forms.
- A receipt for visa processing fee. A receipt showing payment of the visa application fee for each applicant, including each child listed in a parent's passport who is also applying for a visa.
- A new I-20 or an I-20 that has been endorsed on the back by a school official within the past 12 months.

All applicants applying for renewals should be prepared to submit:

- A certified copy of your grades from the school in which you were enrolled;
- Financial documents from you or your sponsor, showing your ability to cover the cost of your schooling.

When you enter to P.R. on a student visa, you will usually be admitted for the duration of your student status. That means you may stay as long as you are a full time student, even if the F-1 visa in your passport expires while you are in America. A student who has completed the course of studies shown on the I-20, and any authorized practical training, is allowed the following additional time in the U.S. before departure:

- F-1 student - An additional 60 days, to prepare for departure from PR or to transfer to another school.
- M-1 student - An additional 30 days to depart P.R. (Fixed time period, in total not to exceed one year). The 30 days to prepare for departure is permitted as long as the student maintained a full course of study and maintained status. An M student may receive extensions up to three years for the total program.

For detailed information:

http://www.travel.state.gov/visa/temp/types/types_1268.html#public

Sources:

U.S. Department of State

U.S. Citizenship and Immigration Services

U.S. Department of Homeland Security

References

Graduated Student Manual in Psychology, 2000-2002

Doctoral Proposal, Psychology Department

Electronical address:

<http://www.ed.goc/proginfo/sfa/studentguide/2000-I/index.html>

<http://www.degi.rrpac.upr.edu/estudiantes.html>

<http://www.graduados.uprrp.edu/asunto/becas/becas.htm>

Revise for Admission Committee in September 2005