

# KU

## DEPARTMENT OF BIostatISTICS & DATA SCIENCE

The University of Kansas Medical Center

Edwards Campus

# GRADUATE PROGRAM STUDENT HANDBOOK

Applied Statistics, Analytics & Data Science

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University of Kansas Medical Center Department of  
Biostatistics & Data Science Students and Alumni

**[Program Website](#)**

# University of Kansas Graduate Program in Applied Statistics, Analytics & Data Science

## Student Handbook Acknowledgment Form

I, \_\_\_\_\_, have reviewed and read the **KU Graduate Program in Applied Statistics, Analytics & Data Science Student Handbook**. I understand that as a graduate student at the University of Kansas, I am expected to uphold the program's policies and that failure to do so may result in disciplinary action.

I understand that as the KU program in Applied Statistics, Analytics & Data Science evolves over time, policies may be amended and/or added. I will be informed of such changes as they take effect, as well as annually at the beginning of the Fall Semester.

I also understand that should I have any problems or questions regarding the policies as they are presented in this handbook, I may direct them to the Program Director or Academic Program Specialist.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

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Dear Student,

On behalf of the faculty and staff, welcome to the Department of Biostatistics & Data Science Graduate Program in Applied Statistics, Analytics & Data Science! We're glad you're here and we're pleased that you have chosen to pursue a career in statistics.

The following information is designed to serve as an introduction to the Graduate Program in Applied Statistics, Analytics & Data Science offered through the KU Edwards campus and partially funded by the Education and Research Triangle. We will provide resources that will serve to assist you in making a smooth transition into student life. Throughout the coming year, we'll be taking an exciting journey together as we enhance our masters and graduate certificate programs. We'll all be doing some hard but rewarding work in the online classroom and in the field. Keep in mind, this journey may not be an easy one. We will all be challenged to work in new and different ways, and will be asked to stretch in order to increase what we know and what we learn.

In closing, please remember that the faculty, staff and I are here to assist you in succeeding in this phase of your career. We want you to succeed, both here and wherever your career path leads. Do not hesitate to call on us when you need assistance – that is what we are here for!

Again, welcome to the Applied Statistics, Analytics & Data Science Programs! May you each have a rewarding and productive year ahead.

Best regards,



Matthew S. Mayo, PhD, MBA  
Professor and Founding Chair, Department of Biostatistics & Data Science  
Associate Director for Shared Resources, The University of Kansas Cancer Center  
The University of Kansas Medical Center

## Contact Information

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### KUMC Campus Programs

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# MS and Graduate Certificate Programs in Applied Statistics, Analytics & Data Science

Statistics is the exciting and rapidly-growing science of "learning from data, and of measuring, controlling, and communicating uncertainty." (Davidian and Louis, 10.1126/science.12118685). Statistical methods are developed and applied to research in science, technology, engineering, mathematics (STEM), medicine, industry, and business fields, among many others. Statisticians play essential roles in designing the studies, analyzing data, disseminating findings, and creating new methods for addressing problems.

As science and technology progress and new ways to measure and collect information become possible, new statistical techniques must be developed and applied. With the breathtaking pace of science and technology, the skills of statisticians are especially in demand because of new advances in STEM and medical fields and in the collection, storing, and management of "Big Data".

Our innovative MS and Graduate Certificate programs help meet the ever-increasing demand for statisticians and data scientists needed to take leadership roles in academia, government and industry. The course work, seminars and collaborative research experiences have been designed so that our graduates acquire the knowledge and expertise that allows them to work at the frontier of their field.

Our faculty members are active researchers collaborating and consulting in research projects and initiatives throughout the Medical Center, in addition to pursuit of their own research agendas and participation in curricular instruction. Expertise in the department includes linear, nonlinear, and longitudinal modeling, clinical trial and experimental design, survival analysis, categorical data analysis, robust statistics, psychometric methods and Bayesian methodology.

## Individual Development Plans (IDPs)

Individual Development Plans (IDPs) provide a planning process that identifies both professional development needs and career objectives. Furthermore, IDPs can serve as a tool to help facilitate communication between trainees and their mentors. IDPs start generically by emphasizing skills necessary for diverse career paths and become more individualized as the career goals of the individual student change and materialize over the course of their graduate career.

Students will receive an IDP form at the beginning of their program. The form should be completed once per year and reviewed with the student by the academic advisor.

# MS in Applied Statistics, Analytics & Data Science

## Program Overview

The Master of Science in Applied Statistics, Analytics & Data Science is offered by the Department of Biostatistics & Data Science located at the University of Kansas Medical Center. This program is offered 100% online through the University of Kansas-Edwards campus. Graduates are equipped with hands-on statistical computing skills emphasizing proper application and problem solving and are prepared for careers in rapidly growing fields of statistics, biostatistics, analytics, and data science. Many of the most employable graduate degrees involve statistics.

All coursework can be completed online, providing flexibility for working professionals who want to increase their knowledge of statistics, analytics, and data science. In response to workforce demand for knowledge and skills in analytics, data science, and statistics, students enrolled in this degree program may choose from one of three areas of emphasis:

- **Analytics** will provide graduates with experience working with and analyzing large datasets using several of the most common statistical software tools.
- **Statistics** will emphasize hands-on statistical computing in the context of statistical methods commonly applied in industry and government agencies.
- **Data Science** will provide graduates with experience in data acquisition, visualization, and machine learning.

## Degree Requirements

The program consists of 30 credit hours organized into three sections: required foundation, area of emphasis and electives. A minimum GPA of 3.0 on a 4.0 scale is required.

### Required Foundation (12 credit hours)

STAT 805: Professionalism, Ethics and Leadership in the Statistical Sciences

STAT 835: Categorical Data Analysis

STAT 840: Linear Regression

STAT 850: Multivariate Statistics

The emphasis areas also require 12 credit hours of topic-focused coursework followed by 6 credit hours of electives.

### Statistics Emphasis (12 credit hours)

STAT 820: SAS Programming I

STAT 825: Nonparametric Methods

STAT 830: Experimental Design

STAT 871: Mathematical Statistics

### Analytics Emphasis (12 credit hours)

STAT 820: SAS Programming I

STAT 823: Introduction to Programming and Applied Statistics in R

STAT 830: Experimental Design

STAT 880: Data Mining and Analytics

**Data Science Emphasis (12 credit hours)**

STAT 823: Introduction to Programming and Applied Statistics in R

DATA 824: Data Visualization and Acquisition

STAT 880: Data Mining and Analytics

DATA 881: Statistical Learning I

**Electives (6 credit hours)**

Any course listed in one of the emphasis areas, plus

STAT 818: Introduction to R (1 credit hour)

STAT 821: SAS Programming II

STAT 825: Nonparametric Methods

STAT 833: Measurement for Statisticians

STAT 845: Survival Analysis

DATA 817: Introduction to Tableau (1 credit hour)

DATA 819: Introduction to Python (1 credit hour)

DATA 822: Introduction to SQL (1 credit hour)

DATA 882: Statistical Learning II

BIOS 810: Clinical Trials

HDSC 861: Observational Health Data Analytics

HDSC 883: Processing and Analysis of Medical Information Systems

**Annual Evaluations**

Students are evaluated each term by their graduate advisor and the director of the graduate program. These evaluations provide feedback to the student regarding the progress that they are making in a variety of areas: meeting program requirements, classroom performance, and research performance.

**Graduate Examination**

*Applied Masters Comprehensive Examination:* The Applied Masters Comprehensive Examination is given during the final semester of enrollment. The examination has two purposes: to assess the student's strengths and weaknesses; and to determine whether the student should be awarded the MS degree.

**Academic grade standards for MS students**

Good academic standing requires maintaining a GPA of at least 3.0 with no letter grade below a C and no more than two courses with a C letter grade in all STAT/DATA courses. Students who do not maintain good academic standing will undergo review by the Assistant Director of Graduate Studies and the Department Chair. If at any time a student receives a letter grade below a C or 3 or more letter grades at a C or below, they will be formally removed from the program. If they received one or two letter grades of a C and their GPA is below 3.0, they will be placed on departmental academic probation and will have their status reviewed at the end of the following semester. If they receive one or two letter grades of a C and their GPA is at or above a 3.0, they will remain in good standing.

# Graduate Certificate in Applied Statistics

## Program Overview

The Graduate Certificate in Applied Statistics teaches you how to “ask the data” the right questions and find the answers. The program provides focused knowledge in statistical theory with an emphasis on application that allows you to make an immediate impact in your field and realize a more rewarding career.

Upon completion of the Graduate Certificate in Applied Statistics, the student should be prepared to apply many of the common statistical methods to complement his or her every day job duties. Therefore, the student must have a basic understanding of the statistical theory and practice and should be proficient in the application of common statistical methods to one or more areas application.

## Certificate Requirements

### Required Courses (15 credit hours)

STAT 823: Introduction to Programming and Applied Statistics in R **or** STAT 820: SAS Programming I

STAT 835: Categorical Data Analysis

STAT 840: Linear Regression

STAT 850: Multivariate Statistics

STAT 830: Experimental Design **or** STAT 880: Data Mining and Analytics

### Annual Evaluations

Students are evaluated each term by their graduate advisor and the director of the graduate program. These evaluations provide feedback to the student regarding the progress that they are making in a variety of areas: meeting program requirements, classroom performance, and research performance.

### Academic grade standards for Graduate Certificate students

Good academic standing requires maintaining a GPA of at least 3.0 with no letter grade below a C and no more than two courses with a C letter grade in all STAT courses. Students who do not maintain good academic standing will undergo review by the Assistant Director of Graduate Studies and the Department Chair. If at any time a student receives a letter grade below a C or 3 or more letter grades at a C or below, they will be formally removed from the program. If they received one or two letter grades of a C and their GPA is below 3.0, they will be placed on departmental academic probation and will have their status reviewed at the end of the following semester. If they receive one or two letter grades of a C and their GPA is at or above a 3.0, they will remain in good standing.

# Graduate Certificate in Applied Data Science

## Program Overview

The Graduate Certificate in Applied Data Science teaches you how to extract, refine, analyze, and deliver data that has enormous values in today's Big Data Boom. The program provides focused knowledge to equip students with skills in statistical and computational methods for acquisition and analysis of Big Data that allows them to make an immediate impact in their field and realize a more rewarding career.

Upon completion of the Graduate Certificate in Applied Data Science, the student should be prepared to apply many of the common statistical methods to complement his or her every day job duties. Therefore, the student must have a basic understanding of the statistical theory and practice and should be proficient in the application of common statistical methods to one or more areas application.

## Certificate Requirements

### Required Courses (15 credit hours)

STAT 823: Introduction to Programming and Applied Statistics in R or STAT 820: SAS Programming I  
STAT 824: Data Acquisition and Visualization  
STAT 840: Linear Regression  
STAT 850: Multivariate Analysis  
STAT 880: Data Mining and Analytics or DATA 881: Statistical Learning I

### Annual Evaluations

Students are evaluated each term by their graduate advisor and the director of the graduate program. These evaluations provide feedback to the student regarding the progress that they are making in a variety of areas: meeting program requirements, classroom performance, and research performance.

### Academic grade standards for Graduate Certificate students

Good academic standing requires maintaining a GPA of at least 3.0 with no letter grade below a C and no more than two courses with a C letter grade in all STAT/DATA courses. Students who do not maintain good academic standing will undergo review by the Assistant Director of Graduate Studies and the Department Chair. If at any time a student receives a letter grade below a C or 3 or more letter grades at a C or below, they will be formally removed from the program. If they received one or two letter grades of a C and their GPA is below 3.0, they will be placed on departmental academic probation and will have their status reviewed at the end of the following semester. If they receive one or two letter grades of a C and their GPA is at or above a 3.0, they will remain in good standing.

# Educational Opportunities

## Journal Club

The Department of Biostatistics & Data Science hosts a Journal Club meeting on the first Friday of the month from 12:00 – 1:00 PM. All students will be included in the invitation email. Locations change monthly, so please check email invitation.

For additional information regarding this club, please contact Madison Johnson at [mjohnson89@kumc.edu](mailto:mjohnson89@kumc.edu).

## Seminar Series

The Department Biostatistics & Data Science Faculty host seminars every third of the month from 11:00 AM – 12:00 PM held virtually and in-person for the 2023-2024 academic calendar year.

For additional information regarding this seminar, please contact Paige Rice at [price3@kumc.edu](mailto:price3@kumc.edu).

## Graduate Professional Development Seminar

The Graduate Professional Development Seminar is a career prep and development seminar series targeting our graduate students. The goal is to help introduce our students to industry, government, and academic statisticians to help them better decide how to identify and prepare for jobs. The seminar is currently held once a month, for one hour.

For additional information regarding this seminar, please contact Mandy Rametta at [mrassetta@kumc.edu](mailto:mrassetta@kumc.edu).

## FACTS Working Group

To foster collaboration and methodological development in novel trial designs, the BISR instituted the Fixed and Adaptive Clinical Trial Simulator Working Group in 2018. This groups meets biweekly and is comprised of faculty, staff, and trainees with an interest in the application and development of methods/tools for novel clinical trial design and execution. For additional information regarding FACTS, please contact either Elena Shergina at (913) 588-2774 or [e696s865@kumc.edu](mailto:e696s865@kumc.edu) or Byron Gajewski at (913) 588-1603 or [bgajewski@kumc.edu](mailto:bgajewski@kumc.edu).

## Statistical 'Omics Working Group (SWOG)

The Statistical 'Omics Working Group (SWOG) is comprised of faculty, staff, post-docs, and students with a general interest in the development and application of statistical/bioinformatics methods to 'omics data types (e.g., genomics, transcriptomics, epigenomics, etc.). The purpose of SWOG is multifold: it provides an encouraging and safe

environment to share and exchange ideas about novel statistical/bioinformatics methods and novel applications of existing methods, learn about upcoming conferences and other events of interest, receive feedback on one's collaborative/dissertation research from peers and colleagues, and receive advice on manuscript writing, peer-reviewing, and oral communication skills. The SWOG meets weekly on Fridays from 9:30 – 11:00 AM and is comprised of 12-18 active members.

## Health Data Mapping Working Group

The Health Data Mapping (HDM) working group was established in December 2022 to promote collaboration and methodical application in developing health-related data using spatial, spatial-temporal, and time series methodologies. Comprised of dedicated faculty, staff, and graduate students, this group comes together bi-weekly, united by a shared interest in advancing methods and tools for health data mapping. Since its formation, the group has achieved remarkable progress, completing numerous projects, including manuscripts and abstracts, and providing opportunities for students to attend conferences. The Health Data Mapping Group continues to serve as an essential platform for fostering innovation and excellence in health data analysis, contributing to the broader understanding and improvement of public health initiatives. For more information regarding HDM, please get in touch with either Dinesh Pal Mudaranthakam ([dmudaranthakam@kumc.edu](mailto:dmudaranthakam@kumc.edu)), Isuru Ratnayake ([rratnayake@kumc.edu](mailto:rratnayake@kumc.edu)), or Sam Pepper ([spepper@kumc.edu](mailto:spepper@kumc.edu)).

## ASCEND

Modeled after the NIH BEST model of training, ASCEND (Achieving Successful Careers, Exploring New Directions) provides graduate students and postdoctoral trainees the opportunity to explore diverse career options and build the skills to successfully launch the next phase of their careers. Visit the [ASCEND](#) website to learn more about the program, access an archive of ASCEND workshops, and find upcoming events.

## KU Edwards Student Computing Lab

The student computing lab is located in the common area of the first floor of BEST Hall at the KU Edwards Campus. The lab consists of 12 computer terminals that students are allowed to utilize for their studies. The computers have programs installed on them such as SAS, R, RStudio, as well as other typical software needed for course work.

### Computer Lab Hours:

Monday – Thursday	8:00 AM – 10:30 PM
Friday – Saturday	8:00 AM – 5:00 PM
Sunday	1:00 – 5:00 PM

# Biostatistics & Data Science Student Computing Lab

The Biostatistics & Data Science Department offers students a computing lab on Friday from 10:00 AM – 12:00 PM and 1:00 – 3:00 PM during academic semesters located in Robinson G022 and through online appointment.

For more information regarding the tutoring lab, please contact Madison Johnson ([mjohnson89@kumc.edu](mailto:mjohnson89@kumc.edu)).

## Student Resources

Office	Contact Information
Registrar's Office	Phone: 913-588-7055 Email: <a href="mailto:kumcregistrar@kumc.edu">kumcregistrar@kumc.edu</a> Website: <a href="http://Registrar's Office (kumc.edu)">Registrar's Office (kumc.edu)</a>
Office of Graduate Studies	Office: 1005 Dykes Library Phone: 913-588-1238 Email: <a href="mailto:GradStudiesOffice@kumc.edu">GradStudiesOffice@kumc.edu</a> Website: <a href="http://Graduate Studies (kumc.edu)">Graduate Studies (kumc.edu)</a>
Student Health Services	Office: Student Center, 1012 Make an Appointment: 913-588-1941 Email: <a href="mailto:studenthealthrecords@kumc.edu">studenthealthrecords@kumc.edu</a> Website: <a href="http://Student Health Services (kumc.edu)">Student Health Services (kumc.edu)</a>
Student Financial Accounting	Office: 120-B Support Services Facility 2100 West 36 <sup>th</sup> Ave. MS 4008 Kansas City, KS 66160 Phone: 913-588-2590 Email: <a href="mailto:studentaccounting@kumc.edu">studentaccounting@kumc.edu</a> Website: <a href="http://Student Financial Accounting (kumc.edu)">Student Financial Accounting (kumc.edu)</a>
Student Financial Aid	Office: G035 Dykes Library Phone: 913-588-5170 Email: <a href="mailto:financialaid@kumc.edu">financialaid@kumc.edu</a> Website: <a href="http://Student Financial Aid (kumc.edu)">Student Financial Aid (kumc.edu)</a>
Office of International Programs	Office: 1017, 1018 & 1019 Dykes, Academic Affairs Email: <a href="mailto:internationalprogs@kumc.edu">internationalprogs@kumc.edu</a> Website: <a href="http://Office of International Programs (kumc.edu)">Office of International Programs (kumc.edu)</a>

## Course Catalog

You can find the list of all courses within the [Department of Biostatistics & Data Science](#).

## Policies and Procedures

All policies and procedures that govern graduate students at KUMC can be found [here](#).

# Student Compliance Training

All KUMC students are required to complete annual compliance training during the June 1 through September 30 student training window. Failure to complete the training will result in a hold being placed on your student account that will prevent future enrollment until the training is completed.

The training is completed online at [KUMC Saba training](#). Once you have logged into myKUMC, the following modules will be populated that are required for students:

- Computer Security Training
- Harassment Tutorial (full or refresher student version)
- HIPPA Training (student or employee version)
- University/UKP Safety Training (student version)

This is a mandatory requirement for the Biostatistics & Data Science Department at KUMC. **Students who fail to complete training by the specified deadline will lose access to all KUMC resources (e.g., email, Canvas, myKUMC).**

## Enroll and Pay

Enroll and Pay is the student information system used at KUMC for:

- Admissions
- Enrollment
- Bills and Payments
- Financial Aid
- Curriculum Management
- Class Rosters
- Grading
- Academic Records
- Emergency contacts

Students may log on to Enroll and Pay at [this link](#) using their KUMC Network/GroupWise username and password.

Please go to [this website](#) for student tutorials on how to sign-in and navigate the system, how to enroll, how to view course schedules and course grades, online payments, navigating financial aid, and how to update personal and contact information.

## Canvas

Canvas is an online learning management system that allows instructors to create web-based courses. Students must have a valid KU Online ID and password to access the courses created in Canvas.

### To login to Canvas

1. Go to [KU Canvas](#).
2. Students will login with their KU Online ID and password. You will have one Canvas account for all Canvas courses while at KU. If you have difficulty logging in, contact

KU IT Educational Technologists at 785-864-2600 or [canvas@ku.edu](mailto:canvas@ku.edu) during business hours, or KU IT Customer Service Center at 785-864-8080 or [itcsc@ku.edu](mailto:itcsc@ku.edu) after hours.

3. Once in Canvas you will see a list of all the courses that you are enrolled in. Note: courses will appear anywhere between a week before the semester begins and the first day of class.
4. Click on the course title to go to the course home page.  
KU Canvas Resources for Students can be [found here](#).

## Student Services

The KUMC Division of Student Services contributes to the academic mission of the university with quality student-centered programming and services that support the emotional, intellectual, personal and professional growth of our individual students. The primary goal of the division is to provide essential support services that assist students as they pursue their academic goals, and coordinate student services to ensure that they are efficient, accessible and "user-friendly." For more information on the Student Service Departments, please refer to [this website](#).

Student Service Departments include:

- Career Services
- Counseling & Education Support Services
- Kirmayer Fitness Center
- Enrollment Services
- Student Financial Aid
- Office of Student Life
- Student Health Insurance
- Student Health Services
- Academic Accommodations

## Incomplete Grade Request

A student may request an Incomplete (I) grade if the student experiences an extenuating circumstance beyond the student's control which impacts his/her ability to complete all coursework before the end of the term. For an Incomplete grade to be given, the student must be passing at the time of the request or must be sufficiently close to passing for the instructor to believe that, upon completion of the work, the student will pass the course. The granting of an incomplete grade is at the discretion of the instructor and the Department. Having an incomplete may impact your ability to enroll in additional STAT or DATA courses.

As stated in the University Senate Rules and Regulations, Article II, Section 2.2.3.2: "A student who has an I posted for a course must make up the work by the date determined by the instructor, in consultation with the student, which may not exceed one calendar year, or the last day of the term of graduation, whichever comes first. An I not removed according to this rule shall automatically convert to a grade of F, or the lapse grade assigned by the course instructor, and shall be indicated on the student's record." In order to request an incomplete grade, the student must submit the completed form to the Department and instructor no later than the last day of the term.

## Taking Time Off/Reactivation

Because of the nature of the Applied Statistics, Analytics & Data Science online programs, students are not required to be continuously enrolled. If you decide to take a semester off, please contact the Assistant Director of Graduate Education, Shana Palla (spalla@kumc.edu) or Academic Program Specialist, Paige Rice (price3@kumc.edu). On the 20th day of the term you take off, your email account will be deactivated. To reactive your account, you will need to contact our office and complete the reactivation form found at [this link](#).

Once your reactivation request is approved, your email account will be reactivated. In order to avoid a possible late enrollment fee, this form should be submitted at least one month prior to the first day of class of the term for which you are returning; however, you may complete the form earlier if you prefer.

## Leave of Absence (LOA) from the University

If you have an extenuating circumstance which will require you to take off more than two consecutive semesters, the Office of Graduate Studies may grant a leave of absence (LOA) from an academic program for up to one academic year, with the possibility of extension. The student must complete the official Leave of Absence Checklist. A leave of absence may be granted in extraordinary circumstances (e.g. cases of illness, emergency, financial hardship, military leave, pregnancy/childbirth), to pursue family responsibilities, or to pursue full-time activities related to long-range professional goals. The LOA request must be submitted at the beginning of the semester. Evidence of progress toward degree will also be a determining factor in the decision to grant a leave. If the leave of absence is approved at the program level, the program forwards the student's request along with the program's recommendation to the Dean of Graduate Studies for approval. If approved by the Dean of Graduate Studies, the time on leave from the academic program will not be counted toward the maximum time granted to complete a degree (doctoral, 8 years; master's, 7 years).

All steps to complete a leave request are outlined on the Leave of Absence Checklist. First, students discuss the leave with their mentor/advisor and/or their Program Director. If those administrators believe that the leave is the best path forward for the student, the student completes the official Leave of Absence Checklist. Second, students meet with individuals in the Registrar's Office and Financial Aid to verify understanding of how the leave could impact their enrollment, access to campus resources, health insurance, and/or loans. Third, the student completes the section of the form asking for details about their leave and how they can be contacted. Fourth, the student returns the form to their Program Director for a second signature that acknowledges the student completed all steps. The form is then forwarded to the Dean of Graduate Studies for a final approval. After the Dean of Graduate Studies approves the Leave of Absence form, the form is forwarded to the Office of the Registrar to be recorded in the student's academic record.

When a student is ready to return from an LOA, the student must complete the Request for Return from Leave of Absence Checklist. The form requires the student to complete information about when they will return as well as a signature from the Program Director. After the Program Director approves the Return LOA Checklist, the Program Director will send the form to the Office of Graduate Studies. The Office of Graduate Studies will review and respond with an approval via email. Then, the Office of Graduate Studies will send the form to the Office of the Registrar to reactive the student in Enroll and Pay.

The Requests for Leave of Absence Checklist and for Return from Leave of Absence checklists are on the Graduate Studies Policies and Regulations page of their department website.

## Dropping an Individual Course / Canceling or Withdrawing From all of Your Classes

You can drop individual classes online via Enroll and Pay through the withdrawal deadline. Login to Enroll and Pay, navigate to the Student Center, select Drop a Class, and follow the instructions. **Students should consult with their academic advisors, Program Director, Graduate Studies, and Financial Aid prior to dropping or withdrawing from a class.**

- Dropping all of your classes before the first day of classes is considered a **Cancellation**.
- If you want to cancel a future semester, this is considered a **Cancellation from Future Semester** and must be done before the first day of classes.
- Dropping all of your classes after the semester has started is considered a **Withdrawal**.

For important dates and further instructions, please visit [this website](#).

## JCERT Scholarship

Students who currently live in Johnson County, Kan., and who are admitted to and enrolled in the online M.S. in Applied Statistics, Analytics & Data Science, the Graduate Certificate in Applied Statistics, or the Graduate Certificate in Applied Data Science are eligible for a reduced tuition scholarship through the Johnson County Education Research Triangle (JCERT). More information can be found at [this website](#).

## Equal Opportunity and Nondiscrimination

The Applied Statistics, Analytics & Data Science program and the University of Kansas Medical Center are committed to ensuring equal opportunity. Detailed information about equal opportunity and non-discrimination policies are outline on the [Institutional Opportunity & Access website](#). If any student identifies the need for services, they are asked to contact:

- Equal Opportunity/ Disability Services in 1040 Wescoe, 913.588.1206 (voice) / 913.588.7963 (TDD), or
- Student Counseling and Educational Support Services in G116 Student Center, 913-588-6580.

The University of Kansas Medical Center is committed to ensuring equal opportunity. Its [equal opportunity/nondiscrimination policy](#) is designed to ensure that employees, students, residents, faculty and supervisors understand their rights and responsibilities. The University's [discrimination complaint procedure](#) is designed to ensure that concerns are handled in a timely and responsive manner. For inquiries regarding the University's EO/nondiscrimination policies, contact the [EOO Office](#), 1054 Wescoe, 913- 588-1206 (V) or 913-588-7963 (TDD).

## Student Reporting Resources

A comprehensive list of reporting resources for students is available at [this link](#).

### [The Office of Graduate Studies Website](#)

### [The KUMC Registrar's Website](#)

## KUMC Office of International Programs

In an interdependent world, International Programs believes that it is essential for faculty, students, and staff to have the opportunity to become personally and intellectually familiar with the people, ideas, and customs of other nations. Such interaction not only promotes a universal perspective and intellectual growth, but also contributes to the cultural and economic well-being of the university, the state, and the nation.

### Activities & Programs

The Office of International Programs offers variety of activities and programs designed to provide informative and meaningful answers for a wide range of international student concerns, as well as provide a medium for open, respectful interaction in an informal and positive setting. Events offered through the Office of International Programs are coordinated by the ESL & Cultural Programs Coordinator. Please check the KUMC [Office of International Programs Event Calendar](#) for upcoming activities and where they will be held.

[KU International Affairs Events Calendar](#) also offers information that may interest international students on the Kansas City campus. Please note that non-activity related guidelines and programs listed on this site are specific to KU-Lawrence and may not apply to international students on the Kansas City campus.

For more information about the International Programs Office, please visit [this website](#).