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MISSION STATEMENT

The mission of the Department of Pharmaceutics is to improve human health through the creation and dissemination of knowledge. The research and teaching programs of the faculty focus on elucidation of the kinetics and mechanisms underlying drug absorption, disposition, and action, the analysis, development, and manufacture of new dosage forms and drug delivery systems and the optimization of drug therapy.

It is also the mission of the Department of Pharmaceutics to encourage development of its faculty to the eventual rank of Full Professor, through outstanding scholarship, teaching, and public engagement. Excellence is encouraged both within the discipline, in collaborative efforts with other disciplines, and in scholarship of teaching of pharmacy and pharmaceutics.

GRADUATE SCHOOL WEBSITE

It is the responsibility of graduate students to familiarize themselves with the current Graduate School website (grad.umn.edu/students). This website is updated regularly. Graduate School regulations, as set forth on the website, are binding and should be kept in mind.

SELECTION OF MAJOR ADVISOR

Graduate students are admitted based on their outstanding credentials, stated research interests, and the faculty's ability to support the students educationally and financially. Upon admission, each student is assigned a temporary faculty advisor by the Director of Graduate Studies (DGS). By March 1 of the first year, the student should select a Permanent Advisor, who must be willing to mentor and provide financial support for the student's stipend and research. Prior to March 1, the student may conduct laboratory rotations or "shadow" a senior graduate student in a particular research group. This provides an excellent means for evaluating the mutual suitability and compatibility of the student and the potential Permanent Advisor. Arrangements for laboratory rotations should be made with faculty in the first semester. Change in the Permanent Advisor requires approval by the Graduate Program faculty.

CURRICULUM

The curriculum consists of required courses, required background, and other courses, and must be approved by the faculty for each student. The core curriculum may be revised from time to time and is attached to this document as Appendix I.

A. Grading Policy

The program offers its 81XX-level courses on an S/N basis only, and its 84XX-level courses on an A/F (with pluses and minuses) basis only. A minimum acceptable grade of B-minus is required for all courses listed on the Graduate Degree Plan. Pharmaceutics modules will be taken on an S/N basis. Receiving a pass in each module is required for both the Ph.D. and M.S. degrees, and the module may be repeated once, if needed.

B. PHM 8100 Pharmaceutics Seminar

NOTE: ALL graduate students are required to attend ALL seminars organized by the graduate program. This includes seminars given by those students taking their final oral exams and any guest seminars.

All graduate students in Pharmaceutics, both M.S. and Ph.D. candidates, are required to attend and to participate in the departmental seminar program. The program will encompass seminars by faculty members, graduate students, and guest lecturers.
The faculty is responsible for organizing the seminar program and scheduling of presentations. The semester in which a given graduate student will present during the year will be announced before the start of the semester. For a given semester, each graduate student presenting in that semester must inform the faculty seminar coordinator of the seminar title two weeks prior to the beginning of the semester. Generally, students in the second and third years of residence will present in fall semester.

1. **Ph.D. Program Requirements**

Candidates for the doctoral degree should register for one credit of PHM 8100 in the semester in which they present a seminar. Candidates (both part-time and full-time) for the Ph.D. degree will register using the S/N grade basis until they have completed 3 credits of PHM 8100. After the 3-credit requirement has been met, students will continue to present one seminar per year of residency. A public seminar is also required in association with the defense of the thesis at the doctoral level.

Students registered in the Ph.D. program will present seminars of three types:

a. **First- and Second-Year Seminars**

Two seminars will be presented on topics selected by the graduate student in consultation with their advisor. First-year students are encouraged to select a topic that is distinct from research areas that are currently being investigated by program faculty.

b. **Research Seminar**

A research seminar, concerning the student's thesis project, will be presented in the third year of residence. This seminar should describe in depth the background, present status, and future plan for the research. The graduate student is expected to work closely with his/her research advisor in preparing this seminar.

c. **Dissertation Seminar**

Finally, a student will formally present his/her thesis research before taking the final examination for the Ph.D. degree.

2. **M.S. Program Requirements**

Students enrolled in the M.S. program will present one seminar in their second year, but registration for PHM 8100 is not required.

C. **Readings / Research Seminar**

Candidates for the doctoral degree are required to take either PHM 8110 *Readings in Pharmaceutics*, PHM 8120 *Readings in CNS Drug Delivery*, or PHM 8150 *Pharmacokinetics Research Seminar*. The course format will be decided by the instructor(s) offering the course in that semester. The S/N grading system will be used in these courses. A maximum of 2 credits can be included on the Ph.D. program, but students may register for as many as they wish. There is no credit requirement for candidates for the M.S. degree.
D. Other Relevant Courses

onestop.umn.edu/academics/special-registration-categories-graduate-and-professional-students

PHM 8295: Research Problems
PHM 8333: FTE: Master’s, 1 cr *
PHM 8444: FTE: Doctoral, 1 cr **
PHM 8666: For doctoral pre-thesis credits before completing the Ph.D. preliminary oral examination (S/N only)
PHM 8777: Thesis credits: Master’s
PHM 8888: Thesis credits: Doctoral
GRAD 0999: Non-graded, zero-credit mechanism to fulfill the Graduate School’s registration requirement for maintaining active status

* Students must file an Application for Advanced Master’s Status form with the Graduate Student Services and Progress Office (GSSP) by the specific deadline (August 15 for the following fall term, December 15 for the following spring term, and May 15 for the following summer term) before they will be able to register for the 1 credit FTE course (onestop.umn.edu/forms).

** Students must file an Application for Advanced Doctoral Status form with the department before they will be able to register for the 1 credit FTE course (onestop.umn.edu/forms).

E. Transfer of Credit from Outside the University

policy.umn.edu/education/gradcreditdegree

Graduate students who wish to transfer credits from outside the University for inclusion in their Graduate Degree Plan must submit appropriate course information for evaluation. Such information should include, where possible, the description, notes and syllabus, textbooks, and transcripts. The program faculty will determine if the courses satisfy the requirements of the student’s Graduate Degree Plan. The number of credits that may be transferred is limited by Graduate School Policy.

PROGRAM EXAMINATIONS / REQUIREMENTS FOR DOCTORAL CANDIDATES

policy.umn.edu/education/doctoralperformance
onestop.umn.edu/academics/graduate-student-services-and-progress

A. Preliminary Written Exam Requirement

All doctoral students must pass the Preliminary Written Examination. This examination covers all work completed in the major field and may include any work fundamental to this field. The examination will require knowledge in the areas of physical pharmacy, pharmacokinetics and pharmacodynamics, cell and molecular biology, and drug delivery/biopharmaceutics. The examination will also address higher order thinking/problem-solving skills and will require the ability to analyze and interpret data, process information, plan experiments, and critically examine scientific literature.

The examination will comprise a research proposal. The topic for the proposal must be approved by the student’s advisor, who may choose to have the proposal based on the student’s thesis research or based on an independent line of research developed by the student. The internal members of the student’s thesis committee will evaluate the proposal and will provide a written recommendation to the graduate program faculty with an overall assessment of (a) pass, (b) pass with reservations, or (c) fail. In the event that a student receives an assessment of “fail,” the student will be excluded from candidacy for the doctoral degree.
B. Preliminary Oral Exam

The Preliminary Oral Examination covers the major field, the minor field or supporting program, and any work fundamental thereto including possible plans for thesis research. Immediately before the Preliminary Oral Examination, the committee chair stipulates the objectives of the examination and, in consultation with other members of the examining committee, determines how the examination is to be conducted.

Students are expected to complete their Preliminary Oral Examination by the end of their third year of registration.

C. Final Oral Examination

See the One Stop website at onestop.umn.edu/academics/doctoral-oral-exam-scheduling.

PROGRAM EXAMINATIONS / REQUIREMENTS FOR MASTER’S PLAN A CANDIDATES

policy.umn.edu/education/mastersperformance
onestop.umn.edu/academics/graduate-student-services-and-progress

A. Thesis Defense

Master’s students must present a public seminar based on their thesis research followed by a defense. In addition to the contents of the thesis, the final defense may cover all work completed in the major field and may include any work fundamental to this field.

PROGRAM REQUIREMENTS, STANDARDS, AND CRITERIA AND PROCESS FOR CONTINUATION IN, AND TERMINATION FROM, THE GRADUATE PROGRAM

grad.umn.edu/about/policiesgovernance

A. Program Requirements and Standards for the Doctoral Degree

1. Program Requirements

Program requirements for the completion of a doctoral degree in Pharmaceutics are listed below. The student's performance and timeliness in completing these requirements shall collectively constitute the standard by which the student's progress in the program shall be judged.

a. Coursework
b. Preliminary Written Exam (PWE)
c. Preliminary Thesis Research
d. Degree Plan (DP)
e. Preliminary Oral Exam (POE)
f. Thesis Research
g. Thesis Proposal (TP)
h. Preparation and Completion of Thesis (PCT)
i. Thesis Defense (D)
2. Standards

The quality in completing these requirements shall be judged by course directors, faculty advisor, program committees, and/or the program faculty. The timeliness of completion shall be judged with reference to the chart given below:

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
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<tbody>
<tr>
<td>Coursework</td>
<td>Thesis Credits</td>
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<tr>
<td></td>
<td>PWE</td>
<td>DP</td>
<td>POE / TP</td>
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<tr>
<td></td>
<td>DP</td>
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<td>PCT</td>
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B. Program Requirements and Standards for the Master’s Degree

1. Program Requirements

Program requirements for the completion of a Master’s degree in Pharmaceutics are listed below. The student’s performance and timeliness in completing these requirements shall collectively constitute the standard by which the student's progress in the program shall be judged.

a. Coursework
b. Thesis Research
c. Degree Plan (DP)
d. Preparation and Completion of Thesis
e. Thesis Defense (D)

2. Standards

The quality in completing these requirements shall be judged by course directors, faculty advisor, program committees, and/or the program faculty. The timeliness of completion shall be judged with reference to the chart given below:

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Year 2</th>
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</thead>
<tbody>
<tr>
<td>Coursework</td>
<td>Thesis Credits</td>
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<tr>
<td></td>
<td>DP</td>
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<td>D</td>
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C. Annual Review of Progress

Each student shall receive an annual written review of progress. The student shall submit an Annual Report to the Permanent Advisor and the DGS. The student will then arrange a meeting with the advisor to discuss the report. No more than 30 days after the student has submitted an Annual Report, the advisor must provide the student with a written review of the annual report and indicate whether the student is making adequate progress. The annual report and the faculty review will be kept on file by the DGS.
D. **Criteria and Process for Termination from the Program**

policy.umn.edu/education/doctoralperformance
policy.umn.edu/education/mastersperformance

Criteria for judging the performance in meeting individual requirements are given on the University Policy Library website (links listed above) and this handbook. Failure to meet satisfactory performance standards with regard to quality or timeliness outlined in these cited documents can result in disciplinary action including termination from the program. Decisions shall be rendered by the program faculty based on written documentation of the performance, oral discussions, and/or transcripts. Students shall be afforded every reasonable opportunity to present arguments supporting a favorable disposition of their status in the graduate program. This can include written statements and oral presentations to all or individual faculty.

E. **Channels for Arbitration, Appeals, and Grievances**

Students have access to arbitration or grievance proceedings through a number of channels. The actual process depends on whether the alleged activity pertains to academic, employment, or discriminatory activity. Additional information may be obtained from the DGS or the Student Conflict Resolution Center website (sos.umn.edu).

F. **Part-Time Students**

Ph.D. students who are full-time employees outside the University and are generally taking fewer than 5 credits per semester (part-time enrollment) must complete their program of coursework within a 6-year window. The 6-year period must fall within the first 7 years after entry into the Graduate School.

M.S. students who are full-time employees outside the University and are generally taking fewer than 5 credits per semester (part-time enrollment) must complete their program of coursework within a 5-year window.

**POLICY CONCERNING THESIS RESEARCH**

Thesis research leading to M.S. and Ph.D. degrees in Pharmaceutics must meet, and be governed by, the following criteria and conditions. This policy applies equally to research conducted both within and outside the laboratories of the College of Pharmacy.

1. All data generated by the research shall be freely publishable in the scientific literature without deletion or other censorship.

2. The laboratories (during normal working hours), equipment, instrumentation, data books, and other relevant areas and/or items shall be accessible to the faculty member(s) supervising the research.

3. Final decisions concerning editorial aspects of scientific publications arising from the work shall rest solely with the authors of the publications. Comments and suggestions will be sought from the scientific staff of any private sponsoring or collaborating institution, corporation, or agency.

4. Only those persons directly supervising the scientific aspects of the research and/or performing the associated laboratory work shall be authors of publications resulting from the research.

5. Employment-related work by the student, following successful completion of the preliminary examinations, and during the period of thesis research, shall not exceed 20 hours per week.
6. Any research of a proprietary nature related to the thesis research, and conducted in conjunction with it, shall be the subject of a formal written contractual agreement, and time spent on this proprietary research shall be counted toward the 20 hours of employment related research.

7. Upon completion of requirement for the degree, the original copies of the laboratory notebooks and other data are required to be left with the Major Advisor.

PROGRAM TRANSFERS

Any students considering a program transfer should consult their faculty advisor first.

M.S. students wishing to change their status to Ph.D. must formally apply to the Ph.D. program by the application deadline. For more information on application requirements, please see: pharmacy.umn.edu/departments/pharmaceutics/graduate-program/application-and-admissions.

Current Ph.D. students who wish to transfer to the M.S. program must complete and submit a Change of Status form and submit it to the University of Minnesota Graduate School office. No fee is required. For more information, please visit grad.umn.edu/admissions/cos.

UNIVERSITY FUNDS AND THE PURCHASE OF SUPPLIES, EQUIPMENT, AND ANIMALS

All orders for supplies, equipment, or animals must be first cleared with the student's major advisor who will then designate the correct budget and authorize the purchase either orally or in writing. All requisitions asking for departmental funds must be signed by the department head or designated alternate.

RESPONSIBILITIES

Please review the policy on "Mutual Responsibilities in Graduate Education at the University of Minnesota" (policy.umn.edu/education/doctoralperformance-appd) for principles on what students should expect from their programs and what programs should expect from their students.

STANDARDS OF ETHICAL CONDUCT

Integrity is the foundation upon which the structure of the scientific enterprise is maintained. Science can fulfill its mission of advancement of knowledge and service to society only if scientists conduct themselves ethically and with mutual respect. Thus, the singular dependence of science on the trustworthiness of its practitioners necessitates that no act of dishonesty be considered minor. In an academic institution, it is the responsibility of the faculty to serve as role models by exhibiting and enforcing the highest standards of ethical conduct. Although instances of dishonesty and unethical behavior are rare, it is important that students be aware that such acts will be considered grounds for dismissal from the program.

Since the act of plagiarism is a particularly egregious affront to scientific integrity, it warrants special attention. Plagiarism is defined as the stealing and passing off as one's own the ideas or words of another. Plagiarism may occur in seminar abstracts, research proposals, term papers, theses, and similar documents. It includes not only the copying of another's writing, word for word, without the use of quotation marks and without giving an appropriate citation, but also the theft of another's ideas by paraphrasing their words without citing a reference. Plagiarism is as serious an act of dishonesty as falsifying experimental data or cheating on an exam. The faculty will recommend the dismissal of any student found guilty of plagiarism or other ethical misconduct.

The misuse of computers also represents a potential issue in this age of the Internet and information technology. The computers and computer systems of the department, college and university are provided to support the research and scholarship of the faculty, staff, and students. Unauthorized usage of computers, computer systems, software, etc. will not be tolerated. In particular, the posting or accessing of illicit or offensive material on department, college or university computers will be considered grounds for dismissal.
SECURITY

It is the responsibility of the graduate student not only to take proper care of the laboratory equipment and instrumentation, but also to assist in protecting these items from accidental damage and theft. In particular, graduate students working evenings or weekends should be careful to see before they leave that:

1. All gas, water, and electrical equipment (except continuously operating) are shut off. If overnight equipment is to be in operation, the department office should be notified so that the janitorial personnel are aware of the danger.

2. Office and laboratory doors are closed and locked. Propping open doors at any time is strictly prohibited.

Failure to observe these precautions may necessitate cancellation of the privilege of use of the department's facilities outside of regular hours.

EMAIL COMMUNICATION

The University of Minnesota student email account is the university's and department's official method of communication. This is to ensure compliance with the strict security requirements of federal Health Insurance Portability and Accountability Act (HIPAA) laws and regulations. Students are responsible for all communications sent to their student email account.

VACATION

Graduate students who are receiving stipends should make vacation arrangements with their respective research advisors. No provision for vacations is inherent in the various grants, but institutional policy allows some time off, with the details in the hands of the research advisor.

DISABILITY ACCOMODATIONS

The University of Minnesota is committed to providing equitable access to learning opportunities for all students. Disability Services (DS) is the campus office that collaborates with students who have disabilities to provide and/or arrange reasonable accommodations.

If you have, or think you may have, a disability (e.g., mental health, attentional, learning, chronic health, sensory, or physical), please contact DS to arrange a confidential discussion regarding equitable access and reasonable accommodations.

If you are registered with DS and have a current letter requesting reasonable accommodations, we encourage you to contact your instructor early in the semester to review how the accommodations will be applied in the course.

Additional information is available on the DS website: diversity.umn.edu/disability

Disability Services
McNamara Alumni Center
200 Oak Street SE, Suite 180
Minneapolis, MN 55455
612-626-1333
EQUITY, DIVERSITY, EQUAL EMPLOYMENT OPPORTUNITY, AND AFFIRMATIVE ACTION

[regents.umn.edu/sites/default/files/policies/Equity_Diversity_EO_AA.pdf]

University policy that guides the commitment to equity, diversity, equal opportunity, and affirmative action.

MENTAL HEALTH

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating, and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student’s ability to participate in daily activities. University of Minnesota services are available to assist you with addressing these and other concerns you may be experiencing. You can learn more about the broad range of confidential mental health services available on campus via the Student Mental Health website at mentalhealth.umn.edu. This information will be kept confidential.

SEXUAL HARASSMENT POLICY

[regents.umn.edu/sites/default/files/policies/SexHarassment.pdf]

Policy governing the commitment to the prevention and awareness of and response to sexual harassment at the University of Minnesota.

OPPORTUNITIES FOR STUDENT INVOLVEMENT

There are many opportunities for students to develop professionally through active involvement in departmental committees and student organizations, such as:

1. Pharmaceutics Graduate Student Representatives

   The Pharmaceutics Graduate Student Representatives facilitate social and creative activities with the goal of accomplishing a fulfilling graduate student experience and building a sense of community among the members of the Department of Pharmaceutics. Each academic year, two Pharmaceutics graduate students are elected by their peers.

2. The American Association of Pharmaceutical Scientists (AAPS) Student Chapter

   The University of Minnesota's AAPS Student Chapter enables students to increase their awareness of career opportunities in the pharmaceutical sciences, gain access to education opportunities where they will learn various aspects of drug development, take advantage of opportunities for professional advancement and leadership development, enhance their knowledge of the latest advances and discoveries in the pharmaceutical sciences, and participate in AAPS outreach activities at the local, regional, and national levels. More information about the AAPS Student Chapter can be found at www.aaps.org/Sections_and_Groups/Student_Chapters/University_of_Minnesota.

3. Council of Graduate Students (COGS)

   COGS is the student organization that represents, advocates for, informs, facilitates communications among, and supports graduate students. All students in good standing are eligible to serve as a COGS representative. More information about COGS can be found at www.cogs.umn.edu.
4. **Safety Committee**

   Graduate student representatives work with departmental safety officers to implement safety policies and regulations.

5. **Research Advisory Committee**

   The committee serves in an advisory capacity to the College of Pharmacy Associate Dean for Research and Graduate Education. Responsibilities include discussing challenges to ongoing research programs and suggesting solutions; prioritizing the replacement and maintenance of shared equipment; discussing research compliance issues; coordinating approaches to enhance research collaborations, particularly intercollegiate; and planning the annual research retreat.

6. **Committee on Equity, Diversity, and Inclusion**

   The committee discusses issues of equity, diversity, and inclusion which impact students, faculty, and staff in the College of Pharmacy.

**ATTENDANCE OF THE COMMENCEMENT CEREMONY**

Commencement for College of Pharmacy graduate students is held each spring, usually in May. Participation is not required. You are eligible for commencement, even if you have not completed all the degree requirements, and may attend the ceremony if you are certain that you will defend your thesis (final oral examination) before the next scheduled commencement ceremony.

The office of the College of Pharmacy Associate Dean for Research and Graduate Programs will announce the date for commencement and solicit names of participants from each program. If you plan to attend, you must inform your advisor and the DGS.

**REQUIREMENTS FOR GRADUATION**

In addition to those requirements for graduation imposed by the Graduate School, the Pharmaceutics graduate program requires the following:

1. All books or other materials checked out must be returned to the appropriate library.

2. All University keys must be returned.

3. All unused supplies and all equipment must be checked in or returned, after consultation with the major advisor, to the appropriate storage area.

4. The research bench and study desk must be cleared, cleaned, and made ready for use by other personnel.

5. The official **Exit Form** (available from the department office) indicating that these items have been addressed must be completed and signed by the appropriate parties.

Satisfactory completion of these requirements must be demonstrated to the DGS.
Appendix I

Curriculum for Ph.D.

The following requirements are intended as a base of fundamental coursework and are not to be interpreted as satisfying the major. Additional courses should be selected in consultation with the major advisor and must be approved by the Graduate School. The Graduate Education Catalog is accessible at catalogs.umn.edu/grad/index.html. The total program of coursework will consist of major, other coursework, and/or minor. A minimum 24 credits is required by the Graduate School (in addition to 24 Thesis Credits).

**MAJOR - required courses**

- Pharmaceutics Modules (register for PHM 8295 Research Problems, 2 credits in fall and 2 credits in spring)
  - Pharmacokinetics (1 credit)
  - Physical Chemistry (2 credits)
  - Biopharmaceutics (drug delivery/molecular biology/biophysics) (1 credit)
- PHM 8100 Pharmaceutics Seminar (3 credits)
- A total of 2 credits from the following:
  - PHM 8110 Readings in Pharmaceutics
  - PHM 8120 Readings in CNS Drug Delivery
  - PHM 8150 Pharmacokinetic Research Seminar
- Two Pharmaceutics PHM 84XX-level graduate courses

**MAJOR - required background and available course that satisfies requirement**

- PHCL 5110 Introduction to Pharmacology (3 credits), PHAR 6726 Principles of Pharmacology (2.3 credits), or PHAR 6762 Medicinal Chemistry and Neuropharmacology (2.8 credits)
- MATH 4512 Differential Equations with Applications (3 credits)

Note: Equivalent coursework or previous background experience may be considered in lieu of PHCL 5110/PHAR 6726/PHAR6762 and/or MATH 4512. This determination will be made by the program faculty.

**MINOR AND OTHER COURSE WORK OUTSIDE MAJOR**

- The Pharmaceutics program requires a minimum of 8 credits of courses outside the major, which are selected in consultation with the major advisor. Courses taken to satisfy the required background can also be used to satisfy the 8 credit requirement provided they do not have a PHAR or PHM designator. Students who choose to complete a minor must complete at least 12 credits, in consultation with the minor field director of graduate studies.

A 4XXX-level course must be taught by faculty with an appointment in the Graduate School in order to contribute to the required credit count on the Graduate Degree Plan, and no more than 9 credits of 4XXX-level courses may be listed on the Graduate Degree Plan.
Appendix I

Curriculum for M.S.

The following requirements are intended as a base of fundamental coursework and are not to be interpreted as satisfying the major. Additional courses should be selected in consultation with the major advisor and must be approved by the Graduate School. The Graduate Education Catalog is accessible at catalog.umn.edu/grad/index.html. The total program of coursework will consist of major, other coursework and/or minor. A minimum 20 credits is required by the Graduate School (in addition to 10 Thesis Credits).

### MAJOR - required courses

- Pharmaceutics Modules (register for PHM 8295 Research Problems, 2 credits in fall and 2 credits in spring)
  - Pharmacokinetics (1 credit)
  - Physical Chemistry (2 credits)
  - Biopharmaceutics (drug delivery/molecular biology/biophysics) (1 credit)
- One Pharmaceutics PHM 84XX-level graduate course

### MAJOR - required background and available courses that satisfies requirement

- PHCL 5110 Introduction to Pharmacology (3 credits), PHAR 6726 Principles of Pharmacology (2.3 credits), or PHAR 6762 Medicinal Chemistry and Neuropharmacology (2.8 credits)

Note: Equivalent coursework or previous background experience may be considered in lieu of PHCL 5110/PHAR 6726/PHAR 6762. If the program faculty determines that a background course is not required the student will instead need to take an additional 3 elective credits in order to attain the minimum 20 credits required by the Graduate School.

Note: If the program faculty determines that a background course is required and the student chooses to take PHAR 6726 or PHAR 6762 then additional elective credits may need to be taken in order to attain the minimum 20 credits required by the Graduate School.

### COURSE WORK OUTSIDE MAJOR

- The Pharmaceutics program requires a minimum of 6 credits of courses outside the major, which are selected in consultation with the major advisor.

### ADDITIONAL ELECTIVE COURSES

- The program in Pharmaceutics requires a minimum of 3 credits of courses inside or outside the major, which are selected in consultation with the major advisor.

A 4XXX-level course must be taught by faculty with an appointment in the Graduate School in order to contribute to the required credit count on the Graduate Degree Plan, and no more than 9 credits of 4XXX-level courses may be listed on the Graduate Degree Plan.
APPENDIX II

Application for Pharmaceutics Fellowships

DEADLINE: FEBRUARY 15

Submit the following items to the DGS in a single PDF format for each fellowship you are applying for:

1. Cover letter (1 page):
   a. Scholarship for which you are applying
   b. Why you believe you are qualified for the fellowship

2. Summary of research work planned or in progress (1 page) or progress report (1 page text and 1 page figures/data) (Not required for the Edward G. Rippie Fellowship in Pharmaceutics)

3. Curriculum Vitae (CV)

4. Transcript of grades (unofficial is acceptable)

5. Students may apply for a single, one year renewal using this application process

A letter of recommendation from your permanent advisor should be sent separately to the DGS.

DAVID J.W. GRANT & MARILYN J. GRANT FELLOWSHIP IN PHYSICAL PHARMACY

- Research focused in physical pharmacy
- Two semesters of full-time graduate coursework completed in the Ph.D. program (minimum of 20 credits)
- Students may apply for a single, one-year renewal using this application process

RORY P. REMMEL AND CHERYL L. ZIMMERMAN FELLOWSHIP IN DRUG METABOLISM AND PHARMACOKINETICS

- For second-year students that have chosen a thesis advisor whose research encompasses drug metabolism or pharmacokinetics
- Award will be announced in the year that it will be available

EDWARD G. RIPPIE FELLOWSHIP IN PHARMACEUTICS

- Consistent and outstanding academic record
- A summary of research/progress report is not required

RONALD J. SAWCHUK FELLOWSHIP IN PHARMACOKINETICS

- Research focused in pharmacokinetics
- Two semesters of full-time graduate coursework completed in the Ph.D. program
- Students may apply for a single, one year renewal using this application process