WELCOME!

The Food and Resource Economics graduate program provides excellent preparation for successful careers. While the program is demanding, we admit only students who we believe can complete it successfully. Graduate School is one of the most exciting experiences of your life. The friendships you build during your stay here will be with you forever and we are happy that we can be an active part of it.

The staff and faculty in the Food and Resource Economics Department (FRED) take great pride in their commitment to education and our students are our priority. Even though FRED is a large department it manages to successfully maintain a warm, welcoming atmosphere where students, staff and faculty feel as if they are part of a large family. We are a diverse group but we share many commonalities. In the Graduate Program, our door is always open to our students. Please feel free to come by and see us with questions, problems, or just to let us know how you’re doing in your program.

The purpose of this handbook is to provide graduate students with information about the Food and Resource Economics Department and highlight certain policies of the Department and the University. Ultimately the Graduate School sets the rules and politics regarding graduation requirements and deadlines for your program of study. These are published in the Graduate Catalog at [http://graduateschool.ufl.edu/academics/graduate-catalog](http://graduateschool.ufl.edu/academics/graduate-catalog). You should bookmark a copy of this as well as the FRED Graduate Student handbook for reference. It is the department’s policy that the student is required to know University, Graduate School and Department policies. When in doubt, consult with the Graduate Program Student Services for clarification.
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HISTORY OF UF/IFAS

The University of Florida’s Institute of Food and Agricultural Sciences (UF/IFAS) is a federal-state-county partnership dedicated to developing knowledge in agriculture, human and natural resources, and the life sciences, and enhancing and sustaining the quality of human life by making that information accessible. While extending into every community of the state, UF/IFAS has developed an international reputation for its accomplishments in teaching, research and extension. Because of this mission and the diversity of Florida’s climate and agricultural commodities, IFAS has facilities located throughout Florida.

IFAS provides research and development for Florida’s agricultural, natural resources and related food industries, which in 2010 made value-added contributions of $108.7 billion to the gross domestic product of the state economy.

While the University traces its roots to 1853 and the establishment of the state-funded East Florida Seminary, UF/IFAS traces its roots to the Morrill Act of 1862, which established the land-grant university system. On July 2, 1862, President Abraham Lincoln signed into law what is generally referred to as the Land-Grant Act. The new piece of legislation introduced by U.S. Representative Justin Smith Morrill of Vermont granted to each state 30,000 acres of public land for each senator and representative under apportionment based on the 1860 census. Proceeds from the sale of these lands were to be invested in a perpetual endowment fund that would provide support for colleges of agriculture and mechanical arts in each of the states. The establishment of Florida Agricultural College at Lake City in 1884 under the Morrill Act marked the beginning of what became the College of Agriculture of the University of Florida in 1906.

Florida’s governing body for higher education created the Institute of Food and Agricultural Sciences in April 1964, by reorganizing UF’s College of Agriculture, School of Forestry, Agricultural Experiment Station, and the Cooperative Extension Service into a single unit. Today, UF/IFAS includes extension offices in each of the state’s 67 counties, 12 Research and Education Centers with a total of 20 locations (including demonstration sites) throughout Florida, the College of Agricultural and Life Sciences, the School of Forest Resources and Conservation, the School of Natural Resources and Environment, the Center for Tropical Agriculture, portions of the College of Veterinary Medicine, the Florida Sea Grant Program, and International Programs.

HISTORY OF FOOD AND RESOURCE ECONOMICS

The discipline of Agricultural Economics has been represented on the UF campus since the arrival of Dr. J. E. Turlington from Cornell University. Dr. Turlington, while trained as an agricultural economist, was named Head of the department of Agricultural Education in 1914 and in 1916 also became Head of Agronomy and Agricultural Engineering. A Department of Agricultural Economics was formed in the teaching college in 1926 with Dr. J. E. Turlington as Head. In 1926, a Department of Agricultural Economics was created in the Agricultural Experiment Station with Dr. C. V. Noble as Head. In the early 1930s economists were also employed in the Florida Agricultural Extension Service. By 1934, however, the two formal agricultural economics departments were merged into one with Dr. Noble as Head. In some respects, the integrated research, extension, and teaching philosophy of the present IFAS organization was initiated by agricultural economists at the University of Florida in 1934.

The Food and Resource Economics Department has approximately 300 undergraduate students, 100 graduate students and 33 faculty members involved in a full range of research, extension, and teaching programs in a wide variety of areas including Agricultural Marketing and Policy, Production/Farm Management, Community/Regional Development, International Trade and Development, Marine Economics, Natural Resource/Environmental Economics, and Labor Economics.

Faculty in the department have served as members and chairmen of key committees in the College of Agricultural and Life Sciences, Agricultural Experiment Station, Graduate School, University Senate, and State University System. They have served on search committees for Deans, Vice Presidents and University Presidents and have presented testimony on various issues before the US Congress and the Florida Legislature as well as local and state agencies, trade groups and business firms on various economic problems affecting Florida agriculture. FRED faculty have engaged in various development projects in Latin America and the Caribbean as well as Europe, Asia, and Africa, involved in making analyses and recommendations for expanding food supplies and improving efficiency in their agricultural economies.
FRED faculty and students have garnered a significant number of awards including teaching awards at the college, university, regional and national levels. FRED undergraduate students have been highly successful in national competitions including three consecutive wins at the American Agricultural Economics Association Quiz Bowl Competitions. Graduate students have been awarded prestigious fellowships and presented papers and posters at national meetings. Three faculty members have received Lifetime Achievement Awards from the Southern Agricultural Economics Association and others have garnered international reputations in diverse fields such as trade policy, leadership development, consumer attitudes towards genetically modified foods and dairy marketing.

The Department has awarded over 1300 graduate degrees since 1916 with its first, the Master of Science, awarded to Harold Clayton, whose chair was Dr. J. E. Turlington and thesis was titled, “A Study of Some Variations of Japanese Cane, with Special Reference to the Development of the Sugar Content, in Connection with their Use as a Florida Silage Crop.”
THE GRADUATE DEGREE PROGRAMS

The Master of Agribusiness (MAB) is a 30-credit hour non-thesis degree for students with no background in economics. The curriculum includes courses in quantitative methods, management, finance, policy and marketing. This four-semester program begins in Summer B and ends the following Summer C. The MAB is not recommended for students interested in the PhD or careers in research or teaching at the University level. Consideration for admission requires the Bachelor’s degree with minimum GPA of 3.0 prior to enrollment, 300 or higher on the GRE with at least 145 on the quantitative, 550 or higher on the TOEFL (for international students) and a B or better in the prerequisite courses: Financial Accounting, Statistics, Management and Principles of Microeconomics. Due to the competitive nature of the program, applicants are highly encouraged to exceed the minimum requirements for consideration for admission.

The Master of Science with Concentration in Agribusiness (MSAB) is a 30-credit hour non-thesis degree aimed at students with a background in economics. The curriculum includes microeconomic theory, econometrics, strategic agribusiness management, finance, and policy. This four-semester program begins in fall and ends the following fall. Skills learned provide students with a strong competitive advantage when entering the agribusiness industry. Consideration for admission to the program requires the Bachelor’s degree with minimum GPA of 3.0 prior to enrollment, 300 or higher on the new GRE with at least 150 on the quantitative, 550 or higher on the TOEFL (for international students) and B or better in the prerequisite courses: Financial Accounting, Statistics, Calculus, Management, Marketing, Finance, Undergraduate Econometrics and Intermediate Microeconomics or Advanced Agricultural Microeconomics. Due to the competitive nature of the program, applicants are highly encouraged to exceed the minimum requirements for consideration for admission.

Doctoral studies provide the student with rigorous training in economics, statistics, and applied quantitative techniques. Students are exposed to core theory and quantitative methods as well as to fields of specialization. Experience is gained in through research and teaching assignments, in dissertation research and publication. The purpose is to prepare the candidate for professional teaching and research careers in education, government and private business. Admission is fall term only and consideration requires the Bachelor’s and Master’s degrees with minimum GPA of 3.0 in each prior to enrollment, 300 or higher on the GRE with at least 150 on the quantitative and grades of B or better in the prerequisite courses: Calculus, Statistics, and MS level Microeconomics and Econometrics. Also, we highly recommend applicants have Matrix Algebra and Calculus II. Due to the competitive nature of the program, applicants are highly encouraged to exceed the minimum requirements for consideration for admission.
The Master of Agribusiness

SUMMER B
3-AEB 5188 Economics of Agribusiness Decisions
3-AEB 5516 Quantitative Methods in Agribusiness

FALL
3-AEB 5326 Agribusiness Financial Management
3-AEB 6225 Public Policy and the Agribusiness Firm
3-AEB 6385 Management Strategies for Agribusiness Firms

SPRING
3-AEB 6183 Agribusiness Risk Management
3-AEB 6675 International Agribusiness Marketing
3-AEB 5757 Human Resource Mgmt or 2-MAN 5246 Organizational Business or other 2-3 hour substitution

SUMMER C
3 or 4-AEB 6942 Advanced Applications in Agribusiness Experience (Internship)
Total minimum credit hours required: 30
The elective course may be taken any semester.
Course schedule subject to change at department’s discretion.

Final Oral Exam

Students must pass a final oral examination and submit a paper, both of which are based on the internship experience. The pass/fail for the final oral examination is based on the presentation while the letter grade in the AEB 6942 course is based on the paper. The date of the presentation is set at the beginning of the summer semester and all students are required to participate in person and remain in attendance.

THE PRESENTATION
1. Created in power point, submitted via email, two days in advance of presentation date.
2. 15-20 minutes followed by short Q&A.
3. Must include key points from your paper (background, problems, and findings).
4. Graded pass/fail by student’s supervisory committee chair.

THE FINAL PAPER (SUGGESTED FORMAT)
1. Should be in greater details relative to the oral presentation.
2. Background/situation (including name of organization and duties).
3. Methods used to solve/deal with the problem.
4. Problem statement.
5. Findings, recommendations.
6. Letter graded by student’s supervisory committee chair.

STEPS TO PREPARE FOR FINAL TERM AND GRADUATION
1. Register for minimum 3 hours in fall/spring, 2 hours in summer of actual coursework (not research!)
2. Apply for the degree via ISIS
3. Make arrangements for cap and gown.
4. Graduate Office will perform graduation check and email student with results
5. Log onto GIMS to verify degree title, minor and committee info are correct.
6. Review Graduate School deadlines
7. On the day of the final oral examination/presentation, obtain signature forms (Final Oral Exam Form) from Jessica Herman.
8. Return any keys or equipment to Kathy Green in 1170 McCarty Hall.
9. Pay any outstanding fees
10. Complete exit survey.
Internship

The internship is an educational program in which students work with employers to improve the skills and knowledge needed in their prospective vocation. The objectives of the internship include:

1. Provide an opportunity for learning experience relevant to the student’s degree program.
2. Permit students’ independent exploration of their fields of interest.
3. Assist students in establishing career goals related to their interests and professional aspirations.
4. Prepare students for employment through field training and professional experience.
5. Make students aware of additional training/experience necessary to reach their career goals.

While many internship are compensated, some are not. According to the Fair Labor Standards Act (FLSA), “internships in the “for-profit” private sector will most often be viewed as employment, unless the test described below relating to trainees is met. Interns in the “for-profit” private sector who qualify as employees rather than trainees typically must be paid at least the minimum wage and overtime compensation for hours worked over forty in a workweek.”

Below are the criteria to be applied when making this determination regarding employees vs. trainees:

The internship, even though it includes actual operation of the facilities of the employer, is similar to training which would be given in an educational environment.

1. The internship experience is for the benefit of the intern;
2. The intern does not displace regular employees, but works under close supervision of existing staff;
3. The employer that provides the training derives no immediate advantage from the activities of the intern; and on occasion its operations may actually be impeded;
4. The intern is not necessarily entitled to a job at the conclusion of the internship; and
5. The employer and the intern understand that the intern is not entitled to wages for the time spent in the internship.

If all of the factors listed are met, an employment relationship does not exist under the FLSA, and the Act’s minimum wage and overtime provisions do not apply to the intern.

A faculty member also serving as the student’s supervisory committee chair must approve the internship in advance. Students should download the “Guide to the Graduate Internship” and read it carefully before embarking on the internship search.

An internship experience is a valuable part of the educational program in preparation for a professional career. In order to evaluate progress and the outcome of the internship, students must submit a short paper and oral presentation of what was gained from the experience.
Supervisory Committee

The general duties of the supervisory committee include informing the student of all regulations governing the degree sought, checking the qualifications of the student, and planning and approving a program of study. Students must choose a supervisory committee by the end of the first semester. The MSAB requires one member who also serves as Chair. The Chair of the committee must be a graduate faculty member within FRED. Students, for their own reasons, may choose to have additional members. This is optional.

No changes in a supervisory committee may be made during a student’s final semester without a letter from the committee chair to the Graduate Student Records Office, justifying the change. Any change must be completed prior to the final examination and before the midpoint deadline of the term. Open and frequent communication between the student and the chair of the supervisory committee is a very important part of the graduate experience. Although it is the duty of the supervisory committee to inform the student of all regulations governing the degree sought, this does not absolve the student from the responsibility of being informed concerning these regulations.

Minor

Students may choose a minor (6 hours) and if so, must include on their committee a faculty member from the minor department. Minimum 3.0 GPA required to graduate with the minor.

Transfer of credit

Students who have taken graduate level courses as an undergraduate may transfer in a maximum of twelve hours of graduate work, which must be done in the first semester, if they meet the following requirements:

1. Approval of the FRED Graduate Program.
2. B or better grade in the course(s).
3. Courses were not used towards the student’s undergraduate degree (with the exception of students officially enrolled in and approved for the Combined Degree Program).

Undergraduate coursework

Graduate students may take a maximum of 6 hours of undergraduate coursework or two undergraduate courses so long as the courses are 3000-4000 level, letter-graded and do not begin with the AEB prefix.
The Master of Science with Concentration in Agribusiness

FALL
3-AEB 6106 Microeconomic Principles and Analysis
3-AEB 6225 Public Policy and the Agribusiness Firm
3-AEB 6385 Management Strategies for Agribusiness Firms

SPRING
3-AEB 6183 Agribusiness Risk Management
3-AEB 6553 Elements of Econometrics
3-AEB 6817 Survey Research Methods for Agribusiness

SUMMER C
3-AEB 6942 Advanced Applications in Agribusiness Experience

FALL
3-STA 6166 Statistical Methods in Research I
6-Electives

Total minimum credit hours required: 30
Course schedule credit hours subject to change at department’s discretion.

Final Oral Exam

Students must pass a final oral examination and submit a paper, both of which are based on the internship experience. The pass/fail for the final oral examination is based on the presentation while the letter grade in the AEB 6942 course is based on the paper. The date of the presentation is set at the beginning of the summer semester and all students are required to participate in person and remain in attendance.

Steps to Prepare for Final Term and Graduation
1. Register for minimum 3 hours in fall/spring, 2 hours in summer of actual coursework (not research!)
2. Apply for the degree via ISIS
3. Make arrangements for cap and gown.
4. Graduate Office will perform graduation check and email student with results
5. Log onto GIMS to verify degree title, minor and committee info are correct.
6. Review Graduate School deadlines
7. On the day of the final oral examination/presentation, obtain signature forms (Final Oral Exam Form) from Jessica Herman.
8. Return any keys or equipment to Kathy Green in 1170 McCarty Hall.
9. Pay any outstanding fees
10. Complete exit survey.

Presentation
1. Created in power point, submitted via email, two days in advance of presentation date.
2. 15-20 minutes followed by short Q&A.
3. Must include key points from your paper (background, problems, and findings).
4. Graded pass/fail by student’s supervisory committee chair.

The Final Paper (Suggested Format)
1. Should be in greater details relative to the oral presentation.
2. Background/situation (including name of organization and duties).
3. Methods used to solve/deal with the problem.
4. Problem statement.
5. Findings, recommendations.
6. Letter graded by student’s supervisory committee chair.
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4. Prepare students for employment through field training and professional experience.
5. Make students aware of additional training/experience necessary to reach their career goals.

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Below are the criteria to be applied when making this determination regarding employees vs. trainees:

The internship, even though it includes actual operation of the facilities of the employer, is similar to training which would be given in an educational environment.

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3. The employer that provides the training derives no immediate advantage from the activities of the intern; and on occasion its operations may actually be impeded;
4. The intern is not necessarily entitled to a job at the conclusion of the internship; and
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Minor

Students may choose a minor (6 hours) and if so, must include on their committee a faculty member from the minor department. Minimum 3.0 GPA required to graduate with the minor.

Transfer of credit

Students who have taken graduate level courses as an undergraduate may transfer in a maximum of twelve hours of graduate work, which must be done in the first semester, if they meet the following requirements:

1. Approval of the FRED Graduate Program.
2. B or better grade in the course(s).
3. Courses were not used towards the student’s undergraduate degree (with the exception of students officially enrolled in and approved for the Combined Degree Program).

Undergraduate coursework

Graduate students may take a maximum of 6 hours of undergraduate coursework or two undergraduate courses so long as the courses are 3000-4000 level, letter-graded and do not begin with the AEB prefix.
The Master of Science with Thesis

YEAR 1

FALL
3-AEB 6106 Microeconomic Principles and Analysis
3-AEB 6225 Public Policy and the Agribusiness Firm
3-STA 6166 Statistical Methods in Research I

SPRING
3-AEB 6553 Elements of Econometrics
3-AEB 6817 Survey Research Methods
3-Elective

SUMMER
2-6 AEB 6971 Masters Research
Thesis Proposal Seminar

YEAR 2
Electives and/or AEB 6971 Masters Research (Research/Writing/Defense)

Recommended courses to prep for the FRE PhD (these courses will count as MS thesis electives)
3-AEB 7571 Econometric Methods I (fall)
3-ECO 5715 Macroeconomics (spring)

Total minimum credit hours required: 30
Course schedule subject to change at department’s discretion.

Students on graduate assistantship are limited to 9 hours per term in fall/spring and 6 in summer since that is the max covered under the tuition waiver. Any hours over this are NOT covered by the tuition waiver and students pay FULL tuition/fees for each additional credit hour.

Students not on assistantship are encouraged to take 12 hours in fall and spring of year 1 to get all coursework out of the way and focus solely on research thereafter.

Clearing prior

Clearing prior is a possibility only for MS thesis and PhD students who have met all published deadlines for the current term except Final Clearance from the Graduate Editorial Office. No other students are eligible. Clear Prior permits students to be exempt from registration for the term in which the degree will be awarded.

Requirements for clearing prior
1. Submission of application for current term by the published deadline
2. Current term registration requirements met
3. Email confirmation by Editorial office to student and committee chair stating student meets current term first submission deadline for thesis
4. All other degree and administrative requirements met within published deadlines for current term
5. Student is in process of finalizing dissertation with the Graduate School Editorial Office
6. Student files Graduation Date Change form at the Registrar’s office by the last day of classes of the current term

Defense (final oral exam)

In the final term, the student is given a final examination by the supervisory committee. The format of this exam may be oral, written, or both and is determined by the committee. The candidate and the supervisory committee chair or co-chair must be present together at the same location. All other supervisory committee members may attend the defense remotely. If changes are requested, the supervisory committee chair may hold the ETD Signature Page until satisfied with the thesis. More information at http://graduateschool.ufl.edu/graduation/deadlines.

Steps for preparing for the final semester and defense
1. Register for minimum 3 hours of AEB 6971 in fall/spring or 2 in summer. If on assistantship, adhere to minimum registration for graduate assistants which is 9 in fall/spring and 6 in summer.
2. Apply for the degree via ISIS.
3. Make arrangements for cap and gown.
4. Graduate Office will perform graduation check and email student with results.
5. Log onto GIMS to verify degree title, minor and committee info are correct.
6. Review Graduate School deadlines.
7. Make first submission according to the Graduate School deadline.
8. For defense: Check with Carol Fountain (cf1@ufl.edu, 1103 MCB, 294-7668) for availability of Conference Room 1086 MCB or Candace Kaswinkel (ckaswin@ufl.edu, 1167 MCCA, 294-7669) for availability of Conference room 1151 MCCA.

9. Contact Ed Howard at edhoward@ufl.edu or 294-7645 at least a week in advance to reserve tech support with computers/software.

10. Email Jessica Herman with date/time of defense.

11. On the day of the defense, obtain signature forms (Final Oral Exam Form, ETD Publishing Agreement, and ETD Signature page) from Jessica Herman. Please note that while the final oral exam form and publishing agreement may be submitted after a successful defense, the ETD signature page which is signed by the faculty may be withheld until all changes are completed.

12. Return all keys, equipment to Kahty Green in 1170.

13. Pay any outstanding fees

14. Complete online exit survey.

Electronic Thesis/Dissertation (ETD)

When your thesis or dissertation is ready to be put in final form for submission to the Graduate School, you should review the Format requirements of the Graduate School's Editorial Office and should with the Application Support Center to format the document in order to meet the minimum submission requirements. The Application Support Center offers students assistance with troubleshooting their documents free of charge. The Center also provides more extensive formatting and pdf-conversion services for reasonable fees to students. It is highly recommended that all students writing theses or dissertations use their services, in order to alleviate some of the stress felt during the approval process. See http://www.graduateschool.ufl.edu/graduation

Minor

Students may choose a minor (6 hours) and if so, must include on their committee a faculty member from the minor department. Minimum 3.0 GPA required to graduate with the minor.

Research Proposal

Students are required to prepare a written research proposal and given an oral presentation of it prior to the end of their first year of study.

Steps for preparing for the proposal seminar

1. Check with the supervisory committee for availability.
2. Check with Carol Fountain (cf1@ufl.edu, 1103 MCB, 294-7668) for availability of Conference Room 1086 MCB or Candace Kaswinkel (ckaswin@ufl.edu, 1167 MCCA, 294-7669) for availability of Conference room 1151 MCCA.
3. Contact Ed Howard at edhoward@ufl.edu or 294-7645 at least one week in advance to reserve tech support with computers/software.
4. Email a copy of the abstract of the proposal to Jessica Herman one week prior.
Supervisory Committee

The general duties of the supervisory committee includes informing the student of all regulations governing the degree sought, checking the qualifications of the student, and planning and approving a program of study. Students must choose a supervisory committee by the end of the first semester. The MS thesis requires two members, one of which serves as Chair. The Chair of the committee must be a graduate faculty member within FRED.

No changes in a supervisory committee may be made during a student’s final semester without a letter from the committee chair to the Graduate Student Records Office, justifying the change. Any change must be completed prior to the final examination and before the midpoint deadline of the term. Open and frequent communication between the student and the chair of the supervisory committee is a very important part of the graduate experience. Although it is the duty of the supervisory committee to inform the student of all regulations governing the degree sought, this does not absolve the student from the responsibility of being informed concerning these regulations.

Transfer of credit

Students who have taken graduate level coursework as an undergraduate may transfer in a maximum 12 hours of graduate work, which must be done in the first semester, if they meet the following requirements:

1. Approval of the FRED Graduate Program.
2. B or better grade in the course(s).
3. Courses were not used towards the student’s undergraduate degree (with the exception of students officially enrolled in and approved for the Combined Degree Program).

Undergraduate coursework

Graduate students may take a maximum of six credit hours of undergraduate coursework or two undergraduate courses so long as the courses are 3000-4000 level, letter-graded and do not begin with the AEB prefix.

University Writing Program

Graduate students writing theses and dissertations are encouraged to participate in the University Writing Program courses or workshops. The University Writing Program cultivates effective communication for engaged citizens, supporting their work in academic, business and international spheres. The UWP prepares students and faculty to meet their academic and professional writing goals by delivering broad-based instruction in composition, by providing a writing studio for individualized help, and by hosting faculty and student workshops. The UWP houses coursework in First-Year Writing, Second-Year Analytical Thinking and Writing, Third-Year Professional Writing in the Disciplines, and Graduate-Level Scholarship and Publication. Engaging with students and faculty at all levels of writing and at every stage in the writing process, the UWP develops fundamental concepts of critical reasoning and effective communication.

Resources

ENC 5319 Scholarly Writing for Publication: http://writing.ufl.edu/students/writing-courses-at-uf/enc-5319-scholarly-writing-for-publication/ (Spring term, strongly encouraged)

The Writing Studio: http://writing.ufl.edu/writing-studio/for-students/

Writing Workshops: http://writing.ufl.edu/students/writing-workshops/
The PhD Program

All incoming PhD students are required to take an intensive math review course offered during the first week of August to ensure sufficient math skills for success in the program. There is no registration or payment required for this course.

In order to earn the PhD, students must (1) earn a B or better grade in all coursework, (2) maintain a 3.0 GPA throughout; (3) demonstrate proficiency in economic theory by passing the core exam (taking the core exam requires a minimum 3.0 GPA in all core courses); (4) admission to candidacy and (5) completion of all other departmental and graduate school requirements.

Timely completion of the Ph.D. degree requires that students choose a dissertation topic and advisor as soon as possible during their first year in the program. Regardless of the topic chosen, the dissertation must demonstrate the student’s mastery of the subject, an agenda for future research and ability to independently pursue that research and other lines of scholarly inquiry.

YEAR 1 - FALL
3-AEB 7571 Econometric Methods I
3-ECO 7115 Microeconomic Theory I
1-ECO 7404 Game Theory for Economists
2-ECO 7408 Math Methods for Economists

YEAR 1 - SPRING
3-AEB 7108 Microeconomic Theory II
3-AEB 7240 Macroeconomic Theory II
3-AEB 7572 Econometric Methods II

YEAR 1 - SUMMER
Core examination

YEAR 2* - FALL
3-AEB 7184 Agricultural Production

YEAR 2* - SPRING
3-AEB 7373 Consumption and Demand

Students are required to take four PhD-level electives in FRE. One of these electives must be an econometrics course (Discrete Choice, Panel Data or Time Series) in year 2.

YEAR 3
Finish Electives, and be Admitted to Candidacy no later than end of summer of Year 3

YEAR 4 (ENDS SPRING TERM)
Writing and Defense.

Total minimum credit hours required: 90. This includes 30 hours transferred from the previous Masters Degree. This means 60 credit hours must be taken at UF.

Course schedule subject to change at department’s discretion.

Admission to Candidacy (Dissertation Proposal Seminar)

Admission to Candidacy refers to the stage of the degree when all courses and field exam are complete and the student is ready to commence research. A student is not a candidate for the PhD degree until granted Admission to Candidacy which requires approval from the Supervisory Committee and Dean of the Graduate School. The requirements for approval for Admission to Candidacy are:

1. Minimum 3.0 GPA in the PhD program.
2. Successful completion of core requirements and core exam.
3. Approval of topic as judged by the committee during the student’s dissertation proposal seminar.
4. Overall fitness for candidacy.

Students are required to be admitted to candidacy by the end of the summer of their third year in the program. Failure to do this will result in a hold placed on the student’s record and a meeting between the student, his/her committee chair, and graduat coordinator. If there are extenuating circumstances, the student may be given one additional semester to complete the admission to candidacy.

Except for allowed substitutions, all members of the supervisory committee must attend the oral part. The student and chair or co-chair must be in the same physical location. With approval of the entire committee, other committee members may attend remotely using modern technology. At this time the supervisory committee is responsible for deciding whether the student is qualified to continue work toward a Ph.D. degree.
Steps for preparing for the proposal seminar

1. Check with the supervisory committee for availability.
2. Check with Carol Fountain (cf1@ufl.edu, 1103 MCCB, 294-7668) for availability of Conference Room 1086 MCCB or Candace Kaswinkel (ckaswin@ufl.edu, 1167 MCCA, 294-7669) for availability of Conference room 1151 MCCA.
3. Contact Ed Howard at edhoward@ufl.edu or 294-7645 at least a week in advance to reserve tech support with computers/software.
4. Email a copy of the abstract of the proposal to Jessica Herman one week prior.
5. Obtain the signature forms from Jessica Herman.
6. Students must be registered for AEB 7979 Advanced Research.

Clearing prior

Clearing prior is a possibility only for MS thesis and PhD students who have met all published deadlines for the current term except Final Clearance from the Graduate Editorial Office. No other students are eligible. Clear Prior permits students to be exempt from registration for the term in which the degree will be awarded.

Requirements for clearing prior

1. Submission of application for current term by the published deadline.
2. Current term registration requirements met.
3. Email confirmation by Editorial office to student and committee chair stating student meets current term first submission deadline for thesis/dissertation.
4. All other degree and administrative requirements met within published deadlines for current term.
5. Student is in process of finalizing dissertation with the Graduate School Editorial Office.
6. Student files Graduation Date Change form at the Registrar’s office by the last day of classes of the current term.

Core Examination

1. A minimum grade of B is required in each core course in the first year in order to take the Core examination.
2. Upon completion of the first year, students will take the qualifying exam which is prepared, administered and evaluated by core exam committee immediately after spring term ends.
3. The exam will be one day at eight hours long with an hour break for lunch or two days with four hours each day.
4. The results of the examination will be returned within two weeks.
5. Should the student fail this exam, a second will be administered again in early July. Failure to pass the second exam will result in termination from the program.

Defense (final oral examination)

After submitting the dissertation and completing all other work prescribed for the degree (but no earlier than the term before the degree is awarded) the candidate is given a final examination by the supervisory committee. The format of this exam may be oral, written, or both and is determined by the committee. The candidate and the supervisory committee chair or co-chair must be present together at the same location. All other supervisory committee members may attend the defense remotely. All forms should be signed at the defense: the candidate and the supervisory committee chair sign the ETD Publishing Agreement form; and the entire supervisory committee should sign the ETD Signature Page and the Final Examination Report. If changes are requested, the supervisory committee chair may hold the ETD Signature Page until satisfied with the dissertation. The presentation should take no more than the first 30 minutes (20 minute presentation and 10 minutes for discussion) of the scheduled time, after which the defense typically continues with only the student and his/her supervisory committee.

If a supervisory committee member cannot be present at the student’s final defense, a Graduate Faculty member in the same academic area may substitute for the absent committee member. The substitute should sign the Final Examination form on the left side, in the space provided for committee members, noting the name of the absent member. The chair of the student’s major academic unit also must indicate the reason for the absence and state that the absent member agreed to this substitution at the final examination. The substitute should not sign the ETD signature page. The original committee member must sign. The student and chair or co-chair should be present for the oral defense; however, other committee members may elect to attend remotely, with approval by the other committee members, using modern communication technology to be present rather than being
physically present at the defense. **No substitutes are allowed for the chair or external member of the committee.** Changes to the supervisory committee may be entered online in GIMS before the qualifying examination. For complete information on the appointment process, consult the Graduate Council Policy Manual, [http://gradschool.ufl.edu/archived-files/policy-manual-archived-copy.html](http://gradschool.ufl.edu/archived-files/policy-manual-archived-copy.html) (Chapter VIII).

All work for the doctorate must be completed within five calendar years after the qualifying examination or the examination must be retaken.

**Steps for preparing for the final semester and defense**
1. Register for at least 3 hours of AEB 7980 in fall/spring or 2 in summer. Graduate Assistants must adhere to guidelines of 9 hours in fall/spring and 6 in summer.
2. Apply for the degree via ISIS
3. Make arrangements for cap and gown.
4. Graduate Office will perform graduation check and email student with results
5. Log onto GIMS to verify degree title, minor and committee info are correct.
6. Review Graduate School deadlines
7. Make first submission according to the Graduate School deadline
8. Check with Carol Fountain (cf1@ufl.edu, 1103 MCCB, 294-7668) for availability of Conference Room 1086 MCCB or Candace Kaswinkel (ckaswin@ufl.edu, 1167 MCCA, 294-7669) for availability of Conference room 1151 MCCA.
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12. Return all keys, equipment to Kathy in 1170.
13. Pay any outstanding fees
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When your thesis or dissertation is ready to be put in final form for submission to the Graduate School, you should review the Format requirements of the Graduate School Editorial Office and should with the Application Support Center to format the document in order to meet the minimum submission requirements. The Application Support Center offers students assistance with troubleshooting their documents free of charge. The Center also provides more extensive formatting and pdf-conversion services for reasonable fees to students. It is highly recommended that all students writing theses or dissertations use their services, in order to alleviate some of the stress felt during the approval process. See [http://www.graduateschool.ufl.edu/graduation](http://www.graduateschool.ufl.edu/graduation)

**Minor**

Students may choose a minor (12 hours) and if so, must include on their committee a faculty member from the minor department. Minimum 3.0 GPA required to graduate the minor.
Supervisory Committee

The general duties of the supervisory committee includes informing the student of all regulations governing the degree sought, checking the qualifications of the student, and planning and approving a program of study. Students must choose a supervisory committee by the end of the first semester. The PhD requires four members, one who serves as Chair. The Chair of the committee must be a graduate faculty member within FRED. Of the four, one must be an external member from another department.

Open and frequent communication between the student and the chair of the supervisory committee is a very important part of the graduate experience. Although it is the duty of the supervisory committee to inform the student of all regulations governing the degree sought, this does not absolve the student from the responsibility of being informed concerning these regulations.

No changes in a supervisory committee may be made during a student's final semester without a letter from the committee chair to the Graduate Student Records Office, justifying the change. Any change must be completed prior to the final examination and before the midpoint deadline of the term.

Transfer of Credit from Masters to PhD

A minimum of 90 credit hours beyond the bachelor's degree must be completed. Usually for those students entering with an appropriate M.S. from another institution, 30 credit hours are granted.

Undergraduate coursework

Graduate students may take a maximum of six credit hours of undergraduate coursework or two undergraduate courses so long as the courses are 3000-4000 level, letter-graded and do not begin with the AEB prefix.
University Writing Program

Graduate students writing theses and dissertations are encouraged to participate in the University Writing Program courses or workshops. The University Writing Program cultivates effective communication for engaged citizens, supporting their work in academic, business and international spheres. The UWP prepares students and faculty to meet their academic and professional writing goals by delivering broad-based instruction in composition, by providing a writing studio for individualized help, and by hosting faculty and student workshops. The UWP houses coursework in First-Year Writing, Second-Year Analytical Thinking and Writing, Third-Year Professional Writing in the Disciplines, and Graduate-Level Scholarship and Publication. Engaging with students and faculty at all levels of writing and at every stage in the writing process, the UWP develops fundamental concepts of critical reasoning and effective communication.

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The Writing Studio: http://writing.ufl.edu/writing-studio/for-students/

Writing Workshops: http://writing.ufl.edu/students/writing-workshops/
GRADUATE ASSISTANTS

The graduate assistantship includes an annual stipend, tuition waiver and health insurance.

Students appointed to graduate assistantships have the opportunity to be actively involved in the research process under the supervision of a professor in an area that is of interest to them. This experience gives students the opportunity to develop essential skills for the types of research-related activities they are likely to engage in as professionals once employed. It is, therefore, an excellent hands-on learning opportunity and an important part of the professional development. Graduate assistants also provide essential teaching support in undergraduate courses offered through the department and/or College of Agricultural & Life Sciences. In addition to research and teaching assistance, students also have the opportunity to work with professional development in extension education.

All Graduate Assistants must read the contract between the UF Board of Trustees and the UF Graduate Assistants United at http://hr.ufl.edu/wp-content/uploads/2014_17_ga_bargaining.pdf

Academic Progress

Students not making satisfactory progress in their coursework, teaching or research assignment, and time-to-degree will be subject to one semester of probation in which the student will remain on funding and during which time the student must improve to satisfactory which includes meeting any deadlines/requirements set forth by the supervisory committee or Graduate Coordinator. If the student is not evaluated satisfactorily for the semester, the assistantship will be terminated at semester’s end.

Employment Periods

Even though most graduate assistants are hired for longer periods of time from one to four years, the contract for graduate assistants is each semester. Therefore, Graduate Assistants will receive a letter of appointment at the end of one semester for the following semester. They will also be required to be evaluated by their supervisory committee chair and/or supervisor (if teaching/research for someone other than their chair), at the conclusion of every semester. The below dates are the contractual dates graduate assistants are required to work each term.

- Fall 2015: August 16th – December 31st, 9.9 pay periods
- Spring 16: January 1st – May 14th, 9.6 pay periods
- Summer 16: May 15th – August 15th, 6.6 pay periods

Health Insurance

GatorGradCare is an injury and sickness insurance plan underwritten by the BlueCross BlueShield of Florida, created for students on appointment as Graduate Assistants and Pre-Doctoral Fellows. The University covers the student’s premium while the student pays the premium for any covered dependents. Students who lose their eligibility do not have the option of paying the premium to continue participation. For detailed information go to http://www.hr.ufl.edu/benefits/gatorgradcare/bcbs.asp. Enrollment in GatorGradCare is not automatic. Students must to www.gatorgradcare.com to enroll by the established deadline.

Leave of Absence

Graduate Assistants do not have breaks in-between semesters. They are employees of the University and must be available to work during the periods listed in the section titled Graduate Assistant Employment Periods unless taking official leave.

Personal leave is paid up to five days per semester appointment, which is credited at the beginning of each semester. This leave may not be used in less than one-day increments, and leave is not cumulative from semester to semester. For more information, please refer to Article 10 of the GAU contract. Requests for leaves of absence must be made in writing (email) to the student’s committee chair or the Graduate Coordinator if no committee chair is appointed.

Graduate assistants must discuss leaves of absence with their supervisory committee chair and with their faculty supervisor if serving as a teaching assistant, prior to making travel arrangements. Do NOT purchase airline tickets prior to receiving authorization from these individuals! A graduate
assistant is entitled to an official leave of absence (which is separate from personal leave and is not deducted from personal leave balance) under the following circumstances:

Student is disabled or otherwise unable to perform assigned duties because of injury, illness, jury duty, or required U.S. military service, or when his or her presence is required elsewhere because of injury, illness, or death in the immediate family.

The university is closed for a state holiday or declared emergency, unless the conditions of the appointment require the employee to perform duties at these times.

Student is taking examinations for professional licensing related to the degree, or qualifying examinations are required by the university.

Student is traveling to conferences or other special events for professional development.

Whether a student is taking an official leave of absence or using personal leave, they must obtain approval. The approved grad student leave form is filed with the FRED graduate program office. Graduate Assistants will not be paid for time they are absent on personal leave beyond the allotted five days per semester. Students will enter the time into the payroll system as leave without pay.

OFFICIAL UNIVERSITY HOLIDAYS/CLOSINGS AUGUST 2015 - AUGUST 2016 (WEEKDAYS ONLY LISTED)

<table>
<thead>
<tr>
<th>Date</th>
<th>Holiday</th>
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<tbody>
<tr>
<td>September 7, 2015</td>
<td>Labor Day</td>
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<tr>
<td>November 6, 2015</td>
<td>Homecoming</td>
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<td>November 11, 2015</td>
<td>Veteran's Day</td>
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<tr>
<td>November 26-27, 2015</td>
<td>Thanksgiving</td>
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<tr>
<td>December 25, 28-31, 2015</td>
<td>Christmas</td>
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<tr>
<td>January 1, 2016</td>
<td>New Year's Day</td>
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<td>January 18, 2016</td>
<td>Martin Luther King Day</td>
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<td>February 29, March 1-4, 2016</td>
<td>Spring Break</td>
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<tr>
<td>May 30, 2016</td>
<td>Memorial Day</td>
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<tr>
<td>July 4, 2016</td>
<td>Independence Day</td>
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Registration requirements

Students on assistantship must be registered for 9 hours in fall/spring and 6 hours in summer.

Residency requirement

The Florida Legislature provides funding to state universities to offset the cost of educating Florida students. Tuition covers a portion of the cost and the remainder comes from the State. Out-of-state residents receive modest support from the Legislature in the form of tuition waiver. **U.S. citizens who are non-Florida residents and appointed to a graduate assistantship are required to apply for Florida resident status upon initial arrival at UF and before the beginning of their first semester of enrollment because it takes one calendar year of proven and documented residency to qualify as a Florida resident.** Students who do not take the prescribed actions may wind up paying the difference between the resident and non-resident tuition. Apply at: [http://www.admissions.ufl.edu/residency/independent.html](http://www.admissions.ufl.edu/residency/independent.html).

Teaching Assistant Opportunities

Many graduate students would like the opportunity to teach a class, both for experience and to build their resume, as well as to learn if they like teaching. To increase the likelihood that the experience is a positive one, the following activities should be completed to be eligible to teach a course in FRE.

1. If the graduate student is an international student, they must take the TOEFL iBT test and score at least a 23, or take the SPEAK test on campus and score at least a 45. Cost of these exams are paid for by the graduate student (currently $60 for the SPEAK test). If the scores on the exam are below 28 (TOEFL iBT) or 55 (SPEAK), the student will be required to enroll in EAP 5836 during their teaching semester. Typically this should be taken sometime after the core exam, but before the end of the 2nd year.

2. Work as a TA for at least two semesters with a professor that will allow the student to teach one or two lectures per semester. Receive satisfactory reviews from all semesters as a T.A., or receive a satisfactory review from your most recent T.A. assignment and provide an explanation of the previous unsatisfactory evaluation.

3. Successfully complete FERPA Basics training (online) to understand student record confidentiality issues. You will find this training in myufl by following these menus: main menu>my self service> training and development.
4. Complete 3 seminars by the UF Teaching Resource Center on classroom instruction (available at various times throughout the year). More info: https://teachingcenter.ufl.edu/ta-development/
5. Complete a seminar in FRE by the Dean for Students Office about student honors code/problems/conflict resolution. We will typically offer this seminar at the Fall new graduate student orientation.
6. Obtain approval from major professor to dedicate the time needed to teach a course.

If all items have been successfully completed, the FRE department will attempt to assign the student to a class to teach (during their 3rd or 4th year). This class will typically be a relatively small section (25-30 students) of an introductory level economics class for non-majors. Graduate students will not be paid to teach these classes, this is voluntary. If the student is on assistantship, they will not be given other teaching assignments that semester. Questions about these requirements should be addressed to the Graduate Coordinator and questions about the courses that can be taught should be directed to the Undergraduate Coordinator.

Within the first two weeks of classes, all teaching assistants must take FERPA training (if they have not had it within the previous year). FERPA stands for Family Educational Rights and Privacy Act also known as the Buckley Amendment that protects the privacy of a student’s educational record. TA’s must take FERPA training once a year via: http://privacy.health.ufl.edu/training/FERPA/

**Tuition Waiver**

Students on assistantships receive a tuition waiver but are still responsible for paying student fees, which includes health, athletic, activity and service fees. These fees are calculated on a per-credit basis and the amount varies depending on when the student is admitted. The current estimate of student fees is approximately $80 - $85 per credit hour.

Do not register for any course that is listed as “off-book”. Off-book courses are self-funded meaning the tuition and fees paid by those enrolled covers the entire cost of the courses. Tuition waivers do not cover off-book courses.

When viewing the tuition/fees on the fee calculation site, graduate assistants should note that the waiver only covers the portion marked “tuition”. Tuition waivers generally process the second week of the semester. Graduate assistant fee payments are deferred until mid-semester and students will be notified.

**Workers Compensation (Work Injury)**

If you are injured while performing your job you must:

1. Notify your supervisor immediately. You/your supervisor must contact the UF Workers Compensation Office at 392-4940. UFWC will complete a first report of injury/illness form for you. Even if you do not think you need medical care, you should contact them immediately.
2. If you require medical attention, contact UFWC prior to going to a medical care provider. UFWC staff will assist you in selecting an authorized medical care provider to treat your injury, thereby insuring you do not incur any expenses.
3. Remember to seek treatment only from an authorized medical provider as set forth in the Workers Compensation Handbook. If you are uncertain what procedures to follow contact UFWC for help.
4. When you arrive at the authorized provider’s facility, show the copy of your first report of injury or illness form.
5. Provide your supervisory and the UFWC office with medical documentation of your work status and inform your supervisor and the Workers Compensation office of any subsequent changes. The authorized medical provider must support all request for time off due to an injury in writing.
6. Contact your supervisory daily or according to a schedule established by your supervisor in order to keep him or her informed about your treatment and recovery.

7. You must attend all of your scheduled medical appointments. Failure to do so may result in disciplinary action up to and including termination of employment.

8. Read the modified duty program statement. Once your medical provider has released you to return to work (regardless of the limitations or restrictions the medical provider assigns), you must be willing and available to return to the workplace.

International Students

International students should visit the International Student Handbook at [http://www.ufic.ufl.edu/ISS/handbook.html](http://www.ufic.ufl.edu/ISS/handbook.html) and room 170 HUB.

Financial Assistance

FINANCIAL AID BASICS

This is specifically related to federal financial aid. Information in this section can be found at [http://fa.ufl.edu](http://fa.ufl.edu).

For many students, financial aid can greatly affect their decision about whether or not to attend college, or which institution they attend. Because of its importance, the decision to apply for financial aid, and which programs to accept, should be made only with a complete understanding of the process, requirements, benefits, and responsibilities.

The University of Florida offers four types of financial aid—grants, scholarships, loans, and part-time employment. Grants and scholarships are considered gift aid, as they do not have to be repaid. Loans by definition must be repaid. Student employment is offered in exchange for a service—work.

UF offers financial aid for the express purpose of helping students pay their educationally related expenses. Such aid is usually provided by federal, state, institutional, or private agencies. If you are eligible for assistance, you may receive a financial aid package, which could consist of scholarships, grants, loans, and/or student employment (solely or in combination).
SCHOLARSHIPS & FELLOWSHIPS

The following awards (merit, travel, & other) are not distributed by the financial aid office. Applications are directly to the departments below and awards are distributed by those departments. Go to http://cals.ufl.edu/students/graduate-travel-awards.php

Food and Resource Economics

Application deadlines for FRE scholarships will be announced in late spring and are usually due at the end of April each year. The application will include a brief (1-2 page) resume, current GPA, a description of the student’s program of study or research proposal, and purpose for which the scholarship funds will be used.

Hamilton-Stubbs Scholarship. In honor of longtime FRE professor Henry Hamilton, this scholarship is intended to support students majoring in FRE, based on both financial need and academic achievement, with preference given to students who have an agricultural background, have graduated from a Florida high school, and intend to pursue a career related to agriculture in the state of Florida. Applicants must include a statement of financial need.

McPherson Travel Scholarship. In honor of Dr. W.W. McPherson, this scholarship is intended to support graduate student travel for research or professional meetings.

Herndon Endowment in Citrus Economics. In honor of Philip L. Herndon, an important figure in the Florida citrus industry, this scholarship is intended to support students studying economic issues related to the citrus industry.

Ross International Travel Award. In honor of Professor emeritus James E. Ross, this scholarship is intended to support graduate students for international travel for research or professional meetings.

Latin American/Caribbean Scholarship. Under Florida statute 1009.21, full-time students from Latin America and the Caribbean (including Puerto Rico and the U.S. Virgin Islands) who receive scholarships from the federal or state government qualify for in-state tuition. This provision of the law provides an opportunity to encourage the continued internationalization of UF and to attract more high-quality students from Latin America and the Caribbean.

To qualify, UF students must be awarded a non-duty scholarship of a minimum of $500 per semester paid from either state or federal funds. Students must be registered and in good academic standing. Graduate or research assistantships are not considered scholarships for this purpose. To receive the LAC Scholarship status:

1. The qualified student may either submit their initial award letter the start of each semester, indicating the amount of the scholarship and the semester for which it is awarded. Students may use the same letter over again so long as the current term is indicated in the letter.
2. Student must take letter to the International Center for processing of the application for residency status for tuition purposes under Florida Statutes 1009.21.
3. Student or staff member at UFIC will take the residency application (signed by the administrator of the UFIC) to the office of the Registrar.
4. Once the Registrar processes it (3-5 days), the residency code will be changed, and the registrar will forward the information to the Bursar so that the tuition and fees can be adjusted.
5. Generally, the $500 scholarship will be applied to the student’s outstanding tuition/fees.

Graduate School

Go to http://www.graduateschool.ufl.edu/finances-and-funding
GENERAL INFORMATION

Email and Gatorlink username

All official university communications are sent to students at their Gatorlink account. Accounts can be setup at www.gatorlink.ufl.edu. All online campus services require a Gatorlink username/password.

Grades

A minimum 3.0 is required overall & within the major to graduate. The only passing grades A, A-, B+, B, B-, C+, C and S. C+ and C grades count toward a graduate degree if an equal number of credits in courses numbered 5000 or higher have been earned with grades of B+ and A, respectively. Grades of I (incomplete) received during the preceding term should be removed as soon as possible. Grades of I carry no quality points and become punitive after one term. All incomplete grades must be removed before a graduate degree can be awarded. Before a student will be certified to graduate, incompletes must be cleared by the Monday prior to commencement. Current term grades are normally due by noon on the Monday after Commencement. Students can view their grades on ISIS after noon on the following day.

Holds

Holds are placed on student’s records for academic reasons and for outstanding financial obligations to the university. Balances must be paid before students can make changes to their academic record or request a transcript. The University has a hold for emergency contact information. Once every eight weeks, you need to check this information. Even if your contact information has not changed you must still go in and click on “submit” to update.

ID Cards

ID cards are obtained in the University Bookstore on the south side of the Reitz Union.

IT related (Computers, Printing, Photocopying, Scanning)

Since most students use laptops as their primary computers, the department no longer equips all student office spaces with individual desktops with the exception of the few that are already there. Students are required to have access to a computer and a laptop is highly recommended. There is wireless access all across the UF campus.

To log into the virtual desktop go to http://apps.ufl.edu

Printers are available in the main student rooms (G120, 1122 and 2120). These printers are networked and require you to map the printer in order to print. To map a printer, bring up the “run” command by pressing the Windows key followed by the “R” key. When the window comes up type \\if-srvv-print.

Graduate students have unlimited access to printing in the Prochaska & Byrne rooms and individual student offices for a nominal fee each of approximately $15.00 per semester, with checks payable to the Graduate Student Organization (GSO).

There is one flatbed scanner available in 2120 McCarty Hall B. If you need other scanning services, you should be able to find them at the Reitz Union.

If you are off campus and need to access a particular drive you may have information stored on, type in http://vpn.ufl.edu and follow the on-screen instructions.

Copy services are not available in the department for students personal use, however these services are available at the Reitz Union. Teaching Assistants copying materials for their course instructors may use the FRED copier and their ID. This information needs to be added each semester. Please see Ms. Carol Fountain to get your UFID added if you are a teaching assistant.

Mail

Graduate student mailboxes are located on the first floor of McCarty Hall Building B. Delivery of US mail and UF campus mail is made to these boxes. Do not have personal mail sent to this mailbox! All packages must be sent to your local home address.
Office Space

Graduate students in the department have access to two common areas (1122 MCCB “Byrne Room” and 2120 MCCB “Prochaska Room”) with computers, printers, refrigerators, microwaves and storage space. The security codes will be given to students once they begin the program. Students are not to give the code to anyone outside the graduate program.

Rooms must be kept clean and free of trash, food and clothing. Lockers are placed in each room. Students are responsible for their own locks and cleaning the lockers out at the end of each term.

The department furnishes supplies and students should inform the Graduate Program Office when supplies are low or empty.

Some students will be issued keys to offices and building entrances. Exercise great care to prevent loss and if a key is lost, report to the Administrative office in 1167 immediately. Students may be financially liable for lost keys. Do not loan keys and do not prop locked doors open. Report unusual or suspicious activity to UPD at 392-1111.

Registration, drop/add and withdrawal

To avoid late charges, students should be sure to register and pay fees on time. There is a $100 charge each for late registration and late payment of fees. Students register and pay fees through ISIS (Integrated Student Information System) at www.isis.ufl.edu. A Gatorlink username is required to use the ISIS system.

Drop/Add is done online through ISIS during the first 5 days of class in fall/spring and the first 3 days of class in summer. So long as a student is registered for at least one credit hour before regular registration ends, there is NO late fee to add or drop a course during any time in the semester. Students become financially liable for the tuition/fees for course(s) dropped after the ISIS deadline. Once the ISIS drop/add period is over, students must complete a drop/add petition available in the FRED graduate office. Dropped courses by petition result in a “W” on the transcript.

Drop/Add procedures
1. Visit the Graduate Program Office for the necessary form and approval.
2. If adding a course, the signature of the department which owns the course is required.
3. Take the form to the CALS Dean’s office in 2002 McCarty Hall.

The following reasons for dropping a course will not be approved
1. Failing a course
2. Forgetting to drop during the online drop/add period
3. Inability to attend
4. Inability to pay for the course

Medical Drops/Withdrawals
The Dean of Students Office receives all requests related for medically related course drops and withdrawals. For more detailed information on the medical withdrawal process please visit the Dean of Students website, contact the Dean of Students Office at 352-392-1261, or visit 202 Peabody Hall.

The University Student Petitions Committee meets each Tuesday. Please submit your petition and all necessary documentation by 5:00 p.m. the previous Friday. Due to the large number of requests, it may take 1-2 weeks before your petition is reviewed.

Current students will receive their results on ISIS under the heading Petition Status (under My Record on the left menu) as soon as they are available. Instructions for this process can be found at http://www.registrar.ufl.edu/currents/petitioninstructs.html

Student Health Care Center

Student Health Care Services provides a broad range of medical services in the outpatient clinic, which include primary medical care, health education, sexual assault recovery, health screening and mental health consultation and counseling. The health fee is part of the tuition fee paid by all students. The Center is located in the Infirmary Building, 1 Fletcher Drive, next to the Florida Gym.
Transportation and Parking

RTS provides free bus service to students/spouses with UF identification card. A mini-bus service is provided for the handicapped. The Student Nighttime Auxiliary Patrol (SNAP) offers nightly escorts anywhere on campus, is staffed by students and supervised by the University Police. Persons needing an escort/ride should call 392-SNAP (7627). Those who want to park on campus should purchase a commuter decal from Transportation and Parking.

Travel

Students traveling on UF official business are required to have a travel authorization on file. You must complete a travel authorization and it must be approved BEFORE any travel can take place otherwise it is considered unauthorized.

International: Any student traveling to a foreign country on UF related business must register in the “TeamAssist Emergency Assistance Program”. This program provides 24/7 assistance, including emergency evacuation, repatriation, travel assistance services and security coverage. This is only to be used for travel related to University business and not for personal travel. Students will complete a “Checklist for international travel” and submit it to their supervisor, who will approve and forward to the next level for approval.

Tuition/Fees

Tuition and fees are assessed based on residency, first enrolled term of the current degree and course level. Graduate courses are designated at 5000 or higher. The latest tuition/fee schedule can be found at this link: http://www.fa.ufl.edu/bursar/current-students/. Graduate Assistants see the section on Graduate Assistantships for tuition/fee calculation.
RESOURCES

Career Resource Center

The Career Resource Center (CRC) is located on the first floor of the Reitz Union and offers career planning, internship, and cooperative education guidance as well as employment/school search services for UF students. The CRC also includes career counseling, workshops and skills/aptitude/interest testing. The CRC library offers students the opportunity to research specific companies.

Computers/IT Support

FRED IT Support consists of two staff members, Ed Howard in 1104 MCCB and Dave Depatie in 1197 MCCA. Their responsibilities include network access, email services, web space, security oversight, PC repair and installations, and software license management. If you have questions related to IT matters, contact them at 294-7645 or 294-7646. All personal computers in use on the network need to run a current and self-updating antivirus scanning utility. All operating systems should be configured to auto-update to ensure that all patches are installed in a timely manner. McAfee Virus Scan Enterprise is available free to all UF faculty, staff and students for business and personal use. Also, review UF’s Acceptable Use Policy for computers at http://www.it.ufl.edu/policies/aupolicy.html

Counseling and Wellness Center

The UF Counseling Center provides counseling and consultation services to undergraduate and graduate students and spouses/partners. The Center offers brief counseling and therapy to help students confront personal, academic, and career concerns. The primary goal of counseling is to help students develop the personal awareness and skills necessary to overcome problems and to grow and develop in ways that will allow them to take advantage of the educational opportunities at the university.

Dean of Students Office

The DSO creates a culture of care for students, their families, faculty and staff by providing exemplary programs and services designed to enhance students’ academic and personal success. Areas include new student and family programs, student conduct and conflict resolution, disability resource center and mental health.

Health Care Center

The University of Florida Student Health Care Center (SHCC) is an accredited outpatient clinic staffed by licensed, board-certified health care professionals who provide health and wellness care to UF students by appointment. SHCC staff is comprised of physicians (MDs), physician assistants (PAs), advanced registered nurse practitioners (ARNPs), registered nurses (RNs), health support technologists (HSTs) and many others who pride themselves in helping each student achieve maximum physical and emotional health so that each may participate fully in the educational and personal growth opportunities afforded by the University. All medical and psychiatric physicians’ faculty positions in the College of Medicine.

Libraries

The nine Libraries of the University of Florida serve all of the university’s faculty and students, but each has a special mission to be the primary support of specific colleges and degree programs. Because of the interdisciplinary nature of research, scholars may find collections built in one library to serve a specific discipline or constituency to be of great importance to their own research in another discipline. The Marston Science Library has a number of faculty who specialize in specific areas and are able to help students with research. Melody Royster is a Library Specialist whose interests include General Agriculture, Agronomy and Plant Pathology, Environmental Horticulture, Family, Youth and Community Sciences, Food and Resource Economics, Food Science and Human Nutrition and Horticulture. Melody
earned her B.S. in Food and Resource Economics at UF and her Master of Library Science in Information Science at Florida State University. When conducting research for your thesis or dissertation, Melody can assist you with finding information and the publications you need. You can contact her at 352-273-2661, mroyster@uflib.ufl.edu or in Room 206 Marston Science Library.

Meeting Facilities

The department utilizes two conference rooms, the large one 1151 MCCA and a smaller one 1086 MCCB. Both are equipped with the latest up-to-date technology.

Students should reserve 1086 MCCB through Carol Fountain, cf1@ufl.edu, 294-7668 and scheduling for 1151 MCCA may be done through Candace Kaswinkel, ckaswin@ufl.edu, 294-7669 in 1167 MCCA. Let them know if you require technology for your meeting so they can inform the IT support at the time you reserve the room!

Office of the Ombuds

The purpose of the Ombuds office is to assist students in resolving problems and conflicts that arise in the course of interacting with the University of Florida. By considering problems in an unbiased way, the Ombuds works to achieve a fair resolution and works to protect the rights of all parties involved.

The role of the Ombuds is to serve as a resource and designated neutral party for students who may have a university related concern or problem. Such problems may be related to grades, difference of opinion with instructors, interpretation of university policies, or other administrative issues that may be of concern. The Ombuds will work with students to interpret university policy, help identify options and strategies for resolving issues, and serve as a mediator when appropriate.

Students are advised to first contact the instructor, the department chairperson, and/or the college dean before seeking assistance from the Ombuds, although instances do exist where contact with the University Ombuds first is beneficial.

When academic regulation appears to result in undue hardship, students may petition for a waiver of the regulation. If a student wishes to appeal a decision of the University Senate Committee on Student Petitions, he/she may do so to the Office of the Ombuds.

The Office of the University Ombuds has been configured to handle university matters for all levels of students including undergraduates, graduates, and professional students:

- You have a problem, concern, or complaint
- You need to speak with someone in confidentiality
- You need help communicating with an instructor or staff person
- You need clarification on a policy and procedure
- You need direction on how to file a complaint or an appeal
- You would like to know what options are available to you
- You believe a policy or procedure is not being followed fairly

Recreational Sports

The Department of Recreational Sports provides many facilities for on-campus recreation. Among the facilities are three recreation facilities, nine fields, two pools, six outdoor court facilities and a gym. More information can be found at http://www.recsports.ufl.edu/facilities/

Reitz Union

The Reitz Union supports many different programs that benefit all University of Florida students and the Gainesville community as a whole. The staff of the Reitz Union takes a lot of pride in the quality and quantity of programs that are provided to the UF community. These programs succeed because of the commitment of students and the organizations that plan a vast number of these programs.

Among the Reitz Union’s outstanding components are: an attractive building boasting 350,000+ gross square feet of public space, including two ballrooms, two auditoriums, 30 meeting rooms, a food court, game room, office spaces, and a hotel with 36 guest rooms.

For more information visit https://www.union.ufl.edu/Home
CLUBS AND ORGANIZATIONS FOR GRADUATE STUDENTS

Agricultural & Applied Economics Association

The Graduate Student Section (GSS) of the Agricultural & Applied Economics Association (AAEA) was developed to provide an opportunity for graduate students to come together to foster the professional development through various activities and seminars. The specific objectives of the AAEA-GSS are:

- To promote the professional development of graduate students in agricultural economics and related graduate programs
- To increase participation and involvement of students with both academic and non-academic career goals in the Agricultural & Applied Economics Association
- To provide more opportunities for graduate student involvement at the Annual Meetings and any other related activities of the Agricultural & Applied Economics Association.

WHO MAY JOIN THE GSS?
Membership in the AAEA-GSS section is open to all interested members of the Association who pay dues. Regular members: students currently enrolled in an agricultural economics or related graduate programs, or associate members: other individuals interested in achieving the objectives of the section but are not currently students.

HOW TO JOIN THE GSS
1. Join the Agricultural & Applied Economics Association. The registration fee to join the AAEA is $25. Follow the link to the AAEA Membership page to join the AAEA and the GSS.
2. Indicate your desire to join the GSS by checking the GSS box under the sections portion of your registration form. The fee to join the GSS is $10 for both Regular and Associate members. The membership fee for the GSS is located on the AAEA member form and fees are paid through the AAEA.

If you are already a member of AAEA and would like to join GSS, you can do so by completing this form (PDF) or logging in to the My Account section and completing the Online Section Form. For more information go to: http://www.aaea.org/membership/sections/gss/

FRED Graduate Student Organization (FRE-GSO)

The Food and Resource Economics Graduate Student Organization represents all graduate students within the department. GSO helps new students with the transition to graduate school as well as offering travel grants, hosting seminars, the annual spring barbecue, coffee breaks and a host of other activities. Each graduate students pays $15 per semester. Checks/money orders should be made payable to FRE Graduate Student Organization during the first two weeks of the semester. GSO’s treasurer deposits the funds into the GSO bank account. Graduate Students benefit directly from these fees as they fund travel grants and social events hosted by GSO.

Master of Agribusiness Student Organization (MABSO)

MABSO was started by graduate Agribusiness students with the objective to foster professional development of students in the department through interaction with industry professionals as well as activities that aid in career preparation/placement and interaction with fellow students. MABSO conducts philanthropic activities benefiting agricultural/business or humanitarian organization.

Southern Agricultural Economics Association

Becoming a member of the SAEA allows you to:

- Publish in the journal of Agricultural and Applied Economics
- Attend the annual meeting each February at locations across the South
- Moderate sessions at the annual meeting
- Present papers and posters at the annual meeting
- Publish abstracts in the JAAE of your presentations
- Win professional and monetary awards
- Make professional and personal contacts with 400+ students and faculty across the region
- Join at a low cost of just $10 per year

More information can be found at www.saea.org
The UF Department of Student Activities and Involvement is home to a diverse group of over 975 Registered Student Organizations. Student organizations have critical impact on the student experience providing opportunities for leadership development, social interaction, entertainment, and education. So whether its dance, religion, political, recreation, research, cultural, music, adventure, or even special interest, there is an organization for you to join! We encourage you to look through the list of currently registered student organizations at: https://www.studentinvolvement.ufl.edu/StudentOrganizations to find contact information and meeting information. If you don’t see what you are looking for then consider starting a new organization!
COURSE LISTINGS

**AEB 5188 ECONOMICS OF AGRIBUSINESS DECISIONS (3)**

Comprehensive treatment of microeconomic theory and its use in managerial decision making. Fundamental economic concepts of the business firm and its strategic and operating decisions are developed. Students learn to develop strategic skills and vision in analyzing and understanding the process of entrepreneurship and value creation. Emphasis placed on economic principles underlying the identification of market opportunities, creation of appropriate organizational structures and competitive dynamics of markets.

**AEB 5326 AGRIBUSINESS FINANCIAL MANAGEMENT (3)**

Integration of finance and management decision-making tools to solve advanced financial and other management problems faced by agricultural firms and agribusinesses.

**AEB 5516 QUANTITATIVE METHODS IN AGRIBUSINESS DECISIONS (3)**

Introduction to variety of quantitative methods with application to business decision-making contexts. Topics include basic quality control analysis, econometric analysis and business forecasting. Emphasis on correct application of methodologies and the use of Microsoft Excel.

**AEB 6106 MICROECONOMIC PRINCIPLES AND ANALYSIS (3)**

To help students further their development and understanding of microeconomic theory. This is accomplished by stressing mathematical structure of microeconomics and by including intuitive explanations of principle results.

**AEB 6183 AGRIBUSINESS RISK MANAGEMENT (3)**

Review the conceptual framework of decision analysis. Examine and develop applied risk analysis skills useful for risk management decision-making by agricultural producers, agribusinesses, and researchers. Objectives are to improve the student’s understanding of the methodology of making decisions, improve the student’s understanding of risk management and the analysis of risk management tools, locate and use data and information from various sources to use in risk analysis and management, and understand and apply basic computer and mathematical decision-making aids to firm level problems and decisions.

**AEB 6225 PUBLIC POLICY AND THE AGRIBUSINESS FIRM (3)**

Focuses on understanding the policy-development process and analyzing domestic and international policies and their influence on the decisions and success of agribusiness firms. Emphasis will be placed on developing a policy perspective and an understanding of the significance of policy dynamics. Various policy environments, drivers, mechanisms and processes will be analyzed. The economic and political forces underlying policy formation and change will be examined. The impact of current policies and policy issues on agribusiness firms, the relationship between policy signals and firm decisions, and the avenues for influencing the policy process will be explored. Policies considered include those associated with domestic agricultural price and income support, international trade, competition, the environment, food safety, biotechnology, country-of-origin labeling, traceability, economic development, agro-terrorism and globalization.

**AEB 6385 MANAGEMENT STRATEGIES FOR AGRIBUSINESS FIRMS (3)**

Planning, organizing, implementing, and evaluating the agribusiness management functions of strategic planning, finance, marketing, and personnel. Designed to help students synthesize across their formal and informal learning of the general principles of marketing, finance, accounting and human resource management. Helps the student transition from graduate student to working professional, from a focus on class content to a focus on problem solving in the working world. The successful student will be able to assess situations, analyze problem settings, choose wisely, defend choices, and persuade successfully. Course represents the theory and practical application of strategic management concepts as a template to learn and guide the development of this basic skill set.

**AEB 6553 ELEMENTS OF ECONOMETRICS (3)**

First year graduate course in designed to help students understand and apply an econometric approach to problem solving. Major emphasis is placed on applications of methods to economic problems in economics and related fields. Econometric problem solving and determining quantitative relationships among economic variables in agriculture and related industries. Students will learn to apply econometric tools to modeling, estimation, inference and forecasting in the context of real world problems, use related econometric software to estimate econometric models, evaluate and interpret the results and conclusion of econometric models and build up their foundation for advanced econometrics courses.
AEB 6675 INTERNATIONAL AGRIBUSINESS MARKETING (3)
Principles, trends, issues, barriers, policies, strategies, and decisions involved in international marketing, with emphasis on perishable and storable agricultural commodities and food products. Combines firm-level agribusiness marketing concepts with strategic international agribusiness marketing and export applications. Includes development and presentation of an international agribusiness marketing plan.

AEB 6817 SURVEY RESEARCH METHODS FOR ECONOMISTS (3)
This course introduces students to the history, theories, and methods of survey research. The course focuses on the design, development, execution, and analysis of surveys and related research methods. In particular, survey sampling, question construction, questionnaire design, interviewing techniques, survey data analysis, and research ethics will be covered. Multiple survey modes – in-person, mail, internet, and telephone – will be included. Focus groups and sensory evaluation data collection methods will be covered.

AEB 6933 ECONOMETRICS III PANEL DATA, TIME SERIES, AND DISCRETE CHOICE (ROTATING)
The course will expose students to a number of different econometric modeling techniques, and to provide guidance on the econometric part of the research projects for students in their dissertation-writing stage. For each of the topics to be covered, the instructor will first make presentations on the basic concepts underlying each method. After that, students will present papers related to the methods. Each and every student will be expected to read the assigned papers before class and actively participate in the discussions.

AEB 6933 LABOR ECONOMICS (3)
Microeconomic analysis of several issues such as open access, common pool resources, public goods and externalities. Specifically, in the presence of these issues various market distortions arise. At the same time, there are various practical ways, market instruments and environmental management and policies to correct these market distortions.

AEB 6933 APPLIED ECONOMIC WELFARE/PUBLIC POLICY (3)
Develops the foundation of welfare economics and applies this framework to topics in international economics. These topics include: (1) optimal welfare and Byrd tariffs; (2) U.S. agricultural policy in a trading environment; and (3) The economics of bio-fuels.

AEB 6942 ADVANCED APPLICATIONS IN AGRIBUSINESS EXPERIENCE (3)
MAB/MSAB present paper detailing the internship experience. (See Internship Manual)

AEB 6971 MASTERS RESEARCH (S/U)
MS thesis research

AEB 7108 MICROECONOMIC THEORY II (3)
Focuses on advanced topics in microeconomic theory in the light of contemporary thought. Attention given to general equilibrium theory and applications, welfare economics and economics of choice under uncertainty. Special topics such as models under market power will be introduced. Theory of the firm, market theory, market failure (externalities, market power, and asymmetric information), Game theory and applications, General equilibrium theory, welfare trade theory and agricultural trade policy.

AEB 7182 AG RISK ANALYSIS/DECISION MAKING (3)
Review of conceptual framework and research methods for analysis of decision making by agricultural producers. Expected utility theory, risk programming, stochastic dominance, and dynamic decision models.

AEB 7184 PRODUCTION ECONOMICS
Introduction to the standard theoretical and empirical models used in the investigation of firm level production decisions.

AEB 7240 MACROECONOMIC THEORY IN OPEN ECONOMIES I (3)
Essential elements of macroeconomic theory and policy in world of interdependent nations. Enables students to read and comprehend current economic literature in the area of open macroeconomics and to give students the necessary foundation to continue self-study and begin research.

AEB 7373 CONSUMER DEMAND AND APPLIED ANALYSIS (3)
Students master the theoretical foundations of consumer demand and behavior and the ability to formulate and implement empirical applications of consumer-demand modeling based on solid theoretical foundations. Student will learn to read and comprehend current economic literature in the area of consumer demand and applied analysis for the necessary foundation to continue self-study and the knowledge and skills enabling them to conduct research in this area.
AEB 7453 NATURAL RESOURCE ECONOMICS (3)
This course is a graduate level class on economic theory and topics related to the field of Natural Resource and Environmental Economics. The objective of the class is to provide the student with a thorough understanding of the issues and methodological approaches to research in Natural Resource and Environmental Economics. This knowledge will be acquired through lectures discussions and a critical review of the literature. It is hoped that the class will generate dissertation topics or further along development of dissertations already in progress.

AEB 7571 ECONOMETRIC METHODS I (3)
Introduces students to current econometric methods and underlying econometric theory in preparation for empirical research. Least squares procedures are studied, including hypothesis testing, limitations of the standard linear model and alternative estimation approaches. Consideration also given to nonlinear models, maximum likelihood methods, simultaneous equation models and limited dependent variable models.

AEB 7572 ECONOMETRIC METHODS II (3)
Thorough introduction to the basic techniques in modern econometrics. Focuses on both theoretical and empirical applications. Topics in econometrics including single equation and multiple equation linear and nonlinear models.

AEB 7645 ECONOMIC DEVELOPMENT AND AGRICULTURE (3)
Relation of human, capital, and natural resources, technology, and institutions to income growth and distribution. Development strategies in low-income countries. The course begins by looking at issues in the measurement of poverty, inequality, and vulnerability. Casual observation—as well as some systematic econometric work—suggests that inequality may affect poverty and economic growth. Interestingly, the idea that economic performance might be sensitive to the distribution of endowments goes back to old theory of agrarian economy. The Russian economist A.V. Chayanov argued (early in the 20th century) that farm households with distinct endowments of productive resources would use those resources in different proportions, with different factor productivities.

AEB 7979 ADVANCED RESEARCH (S/U)
PhD research for students not yet admitted to candidacy

AEB 7980 DOCTORAL RESEARCH (S/U)
PhD research for students admitted to candidacy
ETHICS AND RESPONSIBILITIES

Honor Code

Students are expected to exhibit high standards of behavior and concern for others. The University strives to protect and guide the educational community by establishing a Student Code of Conduct and judicial system, which promotes individual and social responsibility. Choosing to join the University of Florida community obligates each member to a code of civilized behavior. Individuals and student organizations are expected to observe the policies, rules, and regulations of the University of Florida and the State of Florida. University policies have been designed to protect individuals and the campus community and create an environment conducive to achieving the academic mission of the institution. The complete Standards of Ethical Conduct can be found at http://www.dso.ufl.edu/judicial/academic.php

Graduate Student Responsibilities

Each Food and Resource Economics graduate student is responsible for their entire program, including becoming familiar with all graduate requirements set forth by the University, Graduate School, College, and Department. These requirements constitute a contractual agreement between each student and the University. Compliance with published deadlines is also the responsibility of each student. Graduate students are responsible for registering and paying fees on time, choosing their supervisory committee chair and plan of study form within the required time. Graduate students on assistantship are responsible for successful completion of assigned duties and will be evaluated by their faculty committee chair every semester. Graduate study is a full-time experience and in order to succeed, students must be committed to participation in classes, research, and seminars.

The Graduate Catalog governs your study. Students and departments are bound by the regulations of the Graduate Catalog and information in it supersedes any information found in this handbook. Questions about information in this handbook, the Graduate Catalog of your program of study should be directed to the Graduate Program Office.

Graduate School Guide to Integrity

INTRODUCTION

The value of advanced research is assessed on scientific collection of data, robust scholarship, and academic integrity. Academic integrity at the University of Florida is founded upon the vigilance of faculty—especially graduate faculty—in identifying and addressing issues of fraud, plagiarism, cheating, confidentiality, and conflicts of interest.

The common-sense ethics students learn in secondary and undergraduate education may not necessarily prepare them for the specific professional etiquette required for advanced research. It is the responsibility of graduate faculty to insure that students under their supervision are made aware of the guidelines for ethics in their discipline. Members of the graduate faculty must also be ready to identify and remediate ethical conflicts when they do arise. The Graduate School has prepared the following guidelines to aid in this responsibility.

FRAUD

Fraud involves the intentional and deliberate misuse of data in order to draw conclusions that may not be warranted by the evidence. Falsification of results may take one of two forms:
1. Fabrication of data
2. Omission or concealment of conflicting data.

Less overt cases of plagiarism may be either intentional or unintentional (carelessness/ignorance of professional protocols) but may have severe repercussions as carelessness verges toward malpractice. Information sources must be correctly cited for the forum in which they are presented. Paraphrased material should be attributed to the original author of the research or theory.

Disciplinary knowledge is the product of innumerable contributors. There is a core of knowledge in any discipline that must be assumed common knowledge of practice, or else we would be footnoting every sentence written. It is however simple enough for the student to explicitly state that the assertions they are drawing from are based upon common knowledge. A literature review is an even more robust method for proving that the ideas employed are part of mainstream knowledge.

In the course of advising, graduate faculty should determine that their students understand plagiarism in its overt form as well as the errors that can constitute plagiarism: Misrepresenting an author’s original intent; Over-dependence on a source to the extent that the students work does not represent an original contribution to the literature; Self-
plagiarizing by submitting substantially the same paper, review, or presentation in more than one forum.

Plagiarism is a two-way street. It is equally a violation of University of Florida rules against plagiarism for a student advisor to use the work or findings of a graduate student without attribution commensurate with their contribution. University of Florida faculty should handle any suspicion of plagiarism with due regard to the student’s rights, and any detection of plagiarism should be adjudicated in accordance University procedures.

**CHEATING**
While cheating in the classroom is covered by regulations emanating from other parts of the University, cheating on qualifying or preliminary examinations is not. Such dishonesty, once proven, will at the very least result in failure of the examination and may mean termination of the student’s enrollment. It may be difficult for a new graduate student to relate their previous black-and-white understanding of cheating to the collegial interaction of Graduate School. Be clear about which tasks may be completed interactively and when the student is expected to work on their own.

**ABUSES OF CONFIDENTIALITY**
Confidentiality involves both explicit rules of ethics and the subjective mores of professional conduct. If a student uses the unpublished data, Thesis, grant proposal, or paper of a colleague without permission of that author, they are committing an abuse of confidentiality even though it had been documented with the most meticulously attribution. A more subtle abuse of confidentiality would be the appropriation of an insight gained from collegial interaction, without the consultation and approval of the idea’s originator. Another area where permission is as important as attribution lies in the use of archival material concerning a living or recently deceased individual. Of course, any research with human subjects has strict rules on confidentiality and ethics; any questions should be directed to the Institutional Review Boards (IRB) whose website is: http://irb.ufl.edu.

Confidentiality is easy to abuse and the abuse is difficult to detect. The example set by you and your faculty colleagues will influence a graduate students’ respect for confidentiality far more than any quantity of rules, handbooks, or guidelines.

**CONFLICT OF INTEREST**
It is always better to prevent a conflict of interest than to redress a violation. As noted above, a student’s advisor must acknowledge their use of a student’s work with the deference they would show to any other professional colleague.

With growing partnerships between UF and private enterprise, advisors should beware of situations that result in their students working directly for them. Any situation where your student’s grade might be perceived to be based on criteria other than academic performance should be avoided. Use care in interaction with students in consulting work you may undertake.

One reason to avoid a conflict of interest is that it may obscure issues that would be much clearer in an untrained situation. Do not react defensively to suggestions that you may be involved in a conflict of interest; other forces may be blinding you to issues that are obvious from the outside. Try to evaluate your situation as someone looking in from outside. If you determine that the conflict of interest is in appearance only, fix that appearance! Set up procedures to prevent the possible conflicts from becoming real.

A member of the graduate faculty may not date any student enrolled in coursework they are teaching. A graduate faculty member may not serve on the committee of any student with whom they have or have had an intimate personal, family or business relationship. If any personal relationship between a graduate faculty member and a student should develop subsequent to the establishment of a professional, educational relationship, the graduate faculty member will terminate the educational relationship.
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Natural Resource Economics & Environmental Economics, ecosystem services valuation, invasive species management valuation, bioeconomic modeling policy analysis.

James Anderson

Jane Bachelor
Human Resource Management, Selling Strategically, Agribusiness managment, Strategic Agribusiness management.

Xiang Bi
Environmental and Resource Economics, Consumer Economics and Marketing.

Tatiana Borisova

Jeff Burkhardt
Ethics and Policy in the Food System, Ethics of Food and Agricultural Biotechnology, Ethics and Sustainability.

Rod Clouser
Public Policy, Rural Economic Development Policy, Agricultural Economics, Natural Resource Policy, Agricultural Policy.

Carmen Diana Deere
Gender Distribution of Assets/Wealth, Development/Land Policy, Rural Social Movements, Agrarian History.

Edward “Gilly’” Evans

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Zhifeng Gao
Market Research, Consumer Behavior, Applied Econometrics, Quantitative Methods.

Kelly Grogan
Environmental and Natural Resource Economics, Economic Components of Sustainable Agriculture.

Zhengfei Guan
Finance, production economics, applied econometrics, environmental economics.

Alan Hodges

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Agribusiness marketing & management, Consumer tastes & preferences. Experience in EU, Latin America.

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Behavioral Economics, Consumer marketing, Environmental horticulture.

Hyeyoung Kim
Consumer behavior, measuring consumer demand, analyzing price impact with regard to agricultural and food sectors.

Jaclyn Kropp

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Marine economics, fisheries management, seafood marketing, Bioeconomic modeling, survey research.

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Consumer Behavior, experimental economics, behavioral economics, Primary data, GMO’s/organic, Food choice.

Chuck Moss
Agricultural finance, production economics, agricultural policy, new institutional economics, optimization, econometric methods. Experience in Mexico (coffee production, marketing).
Conner Mullally

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Agricultural and Natural Resource Law. International Experience in Brazil.

Gulcan Onel

Fritz Roka
Citrus Mechanical Harvesting, Citrus Production

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Econometrics, International consumption patterns for foods and other consumption goods in low, middle and high income countries, international trade and development policy, import demand analysis. International experience in China.

Ariel Singerman
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Spiro Stefanou
Productivity Analysis, Innovation, Growth and Performance in the Agricultural and Food Industries, Efficiency measurement Food and Resources Economics.

Pilar Useche
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Bioenergy
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Canker/External factors affecting Florida’s citrus industry
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Central America
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Citrus Mechanical Harvesting
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Citrus Production
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Commodity Research
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Consumer Economics/Behavior
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Development
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Distribution of Wealth
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Dynamics of Economic Adjustment
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Economic Analysis
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Economics of Sustainable Agriculture
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Ecosystem Service Valuation
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Environmental Economics
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Environmental Horticulture
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Ethics
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Fisheries Management
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Food Choice
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Gender and Development
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GMOs
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Growth and Performance
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Local Government Issues  
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Marine Economics  
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Natural Resource Economics  
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Non-market Valuation

Optimization  
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Primary Data  
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Price Analysis  
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Production Economics  
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Program Evaluation

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Regional Economic Impact Analysis  
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Survey Research  
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