



Master's in Athletic Coaching

Handbook

The Mission of FSU COACH

The mission of FSU COACH is to prepare and equip athletic coaches and sports professionals at all levels with evidence-based education and research that informs and improves their coaching.

FSU COACH Values

- Equip
- Challenge
- Support
- Innovate

Core Program Faculty

Dr. Timothy Baghurst: Professor and Director (tbaghurst@fsu.edu; 850-744-3486; @Baghurst)

Dr. Baghurst earned his doctorate in kinesiology from the University of Arkansas and has four additional degrees achieved in three different countries. His research focuses on coaching education and development, with specific interests in coaching ethics and coach health and well-being. He has had more than 125 peer-reviewed articles published in addition to many book chapters and several books. His scholarly work has been recognized with many awards including Fellow status by SHAPE America. He has collaborated on projects with organizations affiliated with the National Collegiate Athletic Association (NCAA), United States Olympic Committee (USOC), and International Olympic Committee (IOC).

For several years, Tim has served as an Executive Committee member and primary commentator for the Ladies Professional Racquetball Tour. He also serves as a performance coach for FSU's Women's Beach Volleyball team and coaches racquetball and pickleball.

Tim is married to Terra-Leigh. They have two sons, Asa (15) and Asher (11), in addition to a cocker spaniel, Hershey (13), a Holland Lop bunny, Hokey (1), and Ribbit (age unknown), an alligator who lives at the bottom of the yard. He is a competitive racquetball and squash 57 player and has represented England at multiple world and senior world championships.

Dr. Megan Buning: Teaching Specialist (m.buning@fsu.edu; 850-645-4759; @DrBuning)

Dr. Buning is a former Division I softball coach from FSU, Coastal Carolina, and the University of Mississippi. She is a member of the University of South Carolina's Athletic Hall of Fame and was named to the Southeastern Conference Women's Legends Class in 2017. After her coaching career, she moved into academia, publishing in the sport psychology and coach education fields. Her research line and foci involve examining the intersection of sport strategies and education. As a certified mental performance consultant, Megan enjoys focusing her instruction and research specifically on the use of mental performance techniques to enhance coaches' and game officials' performance. She has served as a SECNetwork+ and ACCX talent analyst since 2015.

Organizations and Information

FSU COACH has a Facebook page, which includes regular articles for discussion, opportunities for professional development, and information about the program.

<https://www.facebook.com/FSUCoach/>.

FSU COACH also has a website that is kept up to date with information.

<https://fsu-coach.fsu.edu/>

FSU COACH has a YouTube Channel where live interviews with sports professionals have been recorded and are often presented live. <https://www.youtube.com/fsucoach>

FSU COACH distributes a monthly newsletter about what is going on at FSU, research, interviews, and other materials. You should subscribe to this newsletter here: bit.ly/fsu-coach

The FSU Libraries has a dedicated [webpage](#) for Athletic Coaching and the Subject Guide, [Jeffrey Phillips](#), can also answer specific questions you may have.

SECTION II: MASTER'S PROGRAM APPLICATION

Program Overview

Athletic Coaching is an old profession, but it is a relatively new academic discipline. Coaching requires expertise across many kinesiology and pedagogy-based disciplines such as exercise science, physical education, and sport psychology. Knowledge and skills in this discipline are important to be successful in what is an increasingly demanding and complex role and within a competitive job market. The Master's in Athletic Coaching has been designed by coaches for coaches; our goal is to provide current and future coaches and sports professionals with current knowledge and best-practices that are based on experience and research. We want our students to be the most knowledgeable and successful in the profession.

Admission Requirements

- **A bachelor's degree with at least a 3.0 GPA** – An earned bachelor's degree in any field from a regionally accredited U.S. institution, or a comparable degree from an international institution, with a minimum 3.0 (on a 4.0 scale) grade point average (GPA) in all coursework attempted while registered as an upper-division undergraduate student working towards a bachelor's degree.
- **TOEFL test**– Language proficiency test for international students. FSU accepts scores from TOEFL (minimum 80) and IELTS (minimum 6.5).
- **Transcripts**– Applicants must submit an official transcript (in a sealed envelope) from each college and/or university attended to the Office of Admissions:
 - Florida State University
 - Office of Admissions
 - 282 Champions Way
 - P.O. Box 3062400

Tallahassee, FL 32306-2400
USA

- **Valid Graduate Record Examination (GRE) scores.** Successful applicants to the Master's program should score at or above the 50th percentile on Verbal and Quantitative portions of the exam, and at least a 3.5 or higher on the Analytical Writing portion. **GRE scores are not required for Fall 2021 and Spring 2022 applicants.*

Application Deadline(s)

Spring enrollment – November 1 of the previous semester.

Summer enrollment – March 1 of the preceding spring semester.

Fall enrollment – July 1 of the preceding summer.

Degree Requirements

Students must maintain a 3.0 GPA with a minimum of 30 credit hours earned within the approved program of study.

Admission (New Degree Seeking)

Students who have never attended Florida State University as a degree-seeking *graduate* student and wish to apply, should visit <https://admissions.fsu.edu/graduate/> for more information and to access the application. This includes students who completed an undergraduate degree at FSU and are applying to a graduate level degree program.

Admission vs Readmission Students applying for readmission should visit <https://admissions.fsu.edu/readmissions/> for more information and to access the readmission application.

Credit Transfer

- Credit earned as a non-degree seeking student does not carry graduate degree credit. However, if approved by a student's supervisory committee, up to 12 semester hours of non-degree seeking student credit graded **"B" or better** may be used. It is the student's responsibility to list such non-degree seeking student credit on the program of study.
- A maximum of six (6) semester hours of transfer credit may be used towards a graduate degree. Departments will evaluate all transfer credit. It is the student's responsibility to list such transfer credit on the program of study and to provide an official transcript from the institution(s).
- Please NOTE: No student may be awarded more than 12 hours of combined non-degree student and/or transfer credit. This means that a student wishing to post 6 hours of graduate credit, which has not been posted under a previous degree, can be awarded no more than 6 hours of non-degree student credit.
- For students requesting transfer credit (internal or external), the program must submit the appropriate transfer credit request form. The appropriate transfer credit forms must be submitted no later than the end of the **seventh week** of the semester in which the student is admitted and enrolled.
 - o Transfer graduate coursework taken as a non-degree seeking student:
https://registrar.fsu.edu/forms/internal_transfer_credit_request.pdf

- Transfer graduate coursework taken at another institution:
https://registrar.fsu.edu/forms/grad_transfer_credit_request.pdf

Registration

The Enrollment Appointments calendar is published once each semester. It details the various periods during which you can enroll for classes. Visit https://registrar.fsu.edu/registration_guide/ and click on Enrollment Appointments for the semester you want to register for.

Drop/Add

During the first four days of classes, individual courses may be added, dropped, or sections of a course changed. Students are financially liable for all courses appearing on their schedule after the fourth day of classes. To add courses after the first four days of classes may require the academic dean's approval. Courses dropped during this period do not appear on the student's transcript. Courses may be dropped through the seventh week of classes with the exception of mandated college preparatory courses, freshman composition, and courses involved in allegations of academic dishonesty; however, tuition charges remain. Students are tuition/fee liable for all coursework remaining on their schedules after the drop/add deadline each term. Students are grade liable for coursework remaining on their schedules after the seventh week deadline of a given term. (See Academic Calendar.)

SECTION III: MASTER'S PROGRAM OUTLINE

Course Program

Content Knowledge (18 hours)

Intrapersonal Knowledge

PET 5769	3	Theory & Practice of Athletic Coaching
PET 5175	3	Philosophy & Ethics of Sport & Coaching

Interpersonal Knowledge

PET 5250	3	Sociology of Sport & Cultural Foundations of Coaching
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Professional Knowledge

PET 5235	3	Motor Learning for Coaches
APK 5121	3	Sport & Exercise Psychology for Coaches
PET 5392	3	Coaching for Human Performance

Research & Practice (6 hours)

PET 5530	3	Understanding & Conducting Research in Sports & Coaching
PET 5940	3	Athletic Coaching Internship ^a

Electives (6 hours) – other electives may be approved by Program Director

PET 5855	3	International Perspectives of Coaching
PET 5856	3	Coaching the Athlete 360

^a Must complete PET 5769 and PET 5175 as prerequisites

Limitations

- Credit earned more than seven (7) years *prior to graduation* may not be used towards the degree.
- Credit hours for courses graded below “C-” will not apply toward the degree, but are computed in the graduate GPA.
- Undergraduate-level coursework cannot be used to meet the minimum graduate credit hour requirement or the minimum graduate GPA. Coursework taken at the 4000-level is supplemental to degree requirements and does not count in the minimum total hour distribution or graduate GPA calculation.

SECTION IV: ADVISING AND PROGRAM OF STUDY

Program of Study

In consultation with the academic advisor, students must develop a Program of Study, which they must follow to the completion of the degree. The program of study is a form completed online. A signed program of study must be submitted to The Office of Academic Services and Intern Support (OASIS) by the end of the second semester of enrollment. It is necessary to list the semesters and years courses were taken in chronological order (past to present) to determine that university, department/program, and college requirements will be met. Program of study forms are found at <https://education.fsu.edu/oasis/graduate-students>. An accurate program of study must be on file in OASIS for a student to be eligible for degree conferral. *It is the student's responsibility to make sure that all degree requirements are completed.* The program of study may be modified before applying for graduation.

Advising

For advising assistance or for enrolling in classes please contact Dr. Baghurst or the advisor in your primary program of study. A current list of planned classes can be viewed here (subject to change):

https://docs.google.com/spreadsheets/d/12L7o2oQNXvK_gIK8k_pQj5Qj4QlhRpuSosIkbH35otU/edit?usp=sharing

SECTION V: USEFUL RESOURCES

College of Education Graduate Student Listserv

All degree-seeking graduate students who are enrolled in a degree program within the College of Education will be added to the COE graduate student listserv, administered by OASIS. The listserv membership is updated each semester after the last day of drop/add.

Useful Resources

- **The University Admissions:** <https://admissions.fsu.edu/graduate/>.
- **The Graduate School Admissions:** <https://gradschool.fsu.edu/graduate-admissions>
- **Tuition/Fee Rates:** <https://studentbusiness.fsu.edu/tuition-fees>
- **Tuition/Fee Payments:** <https://cfprd.its.fsu.edu/dsa/Fees/>

- **Office of Financial Aid:** <https://financialaid.fsu.edu/>
- **International Students - Center for Global Engagement:** <https://cge.fsu.edu/>
- **Student Central “How-to” Help for Students:** <https://sc.my.fsu.edu/students>
- **Academic Common Market:** <https://admissions.fsu.edu/graduate/finances/> The Academic Common Market (ACM) is a tuition-savings program for college students in 15 SREB states, who want to pursue degrees that are not offered by their in-state institutions. Students can enroll in out-of-state institutions that offer their degree program and pay the institution’s in-state tuition rates. Students are encouraged to contact their appropriate state office for more details. For faculty questions, contact fda-faculty@fsu.edu.
- **Latin America-Caribbean (LAC) Scholarship:** <https://gradschool.fsu.edu/funding-awards/financial-support-general-information/latin-america-caribbean-lac-scholarship> Graduate students who are citizens from Latin America and Caribbean (including Puerto Rico and the U.S. Virgin Islands) who have been awarded a non-duty scholarship from the U.S. federal government, the State of Florida government or by the government of the Latin American/Caribbean country of origin, of a minimum of \$500 per semester, may be eligible to be designated as Latin American and Caribbean Scholarship recipients. A Latin American and Caribbean Scholarship recipient (LAC) will be classified as a Florida resident for tuition purposes only.
- **Residency:** <https://admissions.fsu.edu/residency/> How to establish Florida residency *for tuition purposes* (Note: this is different from establishing Florida legal residency!)
- **Academic Calendars:** <https://registrar.fsu.edu/calendar/> The Academic Calendar is published once each semester. It contains important dates for registration, fees, graduation, and other academic deadlines.
- **Canvas:** <https://canvas.fsu.edu/> Once students set up their FSU email account they can access this important student information site. Here they can pay tuition, get parking permits, and access information on the organizations to which they belong. Here professors will also create specific Canvas sites for classes, and they will post important information such as syllabi, projects, assignments, and updates.
- **Textbooks FSU Bookstore:** <https://www.bkstr.com/floridastatestore>
- **University Graduate Orientation:** The Graduate School also holds an optional New Graduate Student Orientation each fall semester: <https://gradschool.fsu.edu/newcurrent-students>. This orientation does not substitute for the department/program orientation.
- **Student Central (my.fsu.edu):** myFSU portal and myFSU Student Central are the tools for managing student academics and student accounts, including registration. A student “How to” help page is located at <https://sc.my.fsu.edu/students/how>.

SECTION VI: GRADUATING

Graduation

All students must apply online to graduate prior to the application deadline of the semester in which graduation is planned: <https://registrar.fsu.edu/graduation/checklist/>. Students must apply to graduate even if they do not intend to participate in the Commencement Ceremony. For instructions on applying online to graduate, student must follow the [How to Apply to Graduate steps](#).

Please note: Participation in Commencement exercises is not a guarantee of degree conferral. Students who wish to apply to participate one semester early in a Commencement Ceremony must submit a request to “walk early” to the Registrar’s Graduation Office via email at graduation@fsu.edu.

Time Limit for Master’s Degree Completion

The academic work for the master's degree must be completed within **seven** years from the time the student **first** registers for graduate credit. Important: This time limit includes non-degree seeking student graduate-level coursework and graduate coursework taken prior to a major change. Any graduate work transferred from another institution must have commenced not more than seven years prior to completion of the degree for the credits to be applicable to the master's degree. If the master's degree is not completed within seven years from the time the student first registers for graduate credit, and the program and/or Department Chair does not choose to approve an Extension of Time (EOT), then the student may no longer be enrolled in that program or at Florida State University.

SECTION VII: ACADEMIC STANDING & PROFESSIONAL EXPECTATIONS

At all times, in and out of classroom environment, you will represent the program and the university with distinction. It is your responsibility to uphold the quality of our program. We are proud of FSU COACH and its programming. You should be too!

E-mail Policy

The official method of communication at Florida State University is your FSU e-mail account. To stay informed and aware, you are required to set up and maintain your student account and check it three times per week. If you choose to have your official FSU student email account forwarded to another e-mail account, you are still held responsible for all information distributed by the University to your FSU account.

Faculty Concerns About Your Progress

Our faculty meets together regularly to discuss program concerns. These concerns may include student issues such as poor academic performance or behavior. If we see that a student is having difficulty in more than one class, we will schedule an appointment with you (face-to-face or online) to determine if there is something we can do to help you succeed. In cases of unsatisfactory progress following this meeting, your case will be referred to the Director of the Master’s program, who will be the next step in the process. If you fail to meet expectations for him/her, you may be asked to leave the program. The Graduate School also provides policies that will be adhered to. *At all times remember that any concerns about you or your progress could affect your approval for an internship and references from the program.*

Academic Standing and Retention

The University reserves the right to exclude at any time a student whose conduct is deemed improper or prejudicial to the interest of the University community or whose academic performance is substandard, regardless of GPA (https://registrar.fsu.edu/bulletin/graduate/information/academic_regulations/). A graduate

student, excluding College of Law students and MD candidates in the College of Medicine, whose cumulative grade point average for graduate courses (5000 and above) taken at Florida State University falls below **3.0** at the end of a term (not counting courses for which "S" or "U" grades may be given) will be considered not in good standing by the University and will be placed on academic probation. If a 3.0 cumulative graduate grade point average is not attained by the end of the *next full term of enrollment*, the student will be placed on academic dismissal.

Academic Dismissals

Academic dismissal constitutes a separation of the student from the University for academic reasons. Students on dismissal will not be permitted to register for graduate study, including registering as a non-degree student.

However, at the time of dismissal, the major professor and/or department chair/director may petition the academic dean for consideration of special circumstances that the professor thinks constitute justification for an exception to this regulation, but under no circumstances will a student be allowed more than one additional term of probation after reinstatement. Owing to the differential uses of the designation, "academic probation" shall not appear on permanent records of regular graduate students. After one probationary period, however, a student whose average falls within the probationary range will receive automatic dismissal. Consideration of the academic dismissal takes priority over any readmission application and must be resolved first. Students on dismissal are not eligible for readmission or the readmission appeal process unless they have first been reinstated by the academic dean. The academic dean is the final authority for reinstatement considerations (College of Education graduate students seeking reinstatement must complete the [Request for Immediate Reinstatement After Academic Dismissal](https://education.fsu.edu/oasis/graduate-students) form with their major professor. The form is found on the OASIS forms website: <https://education.fsu.edu/oasis/graduate-students>.)

Incomplete Courses

Incomplete ("I") grades will be recorded only in exceptional cases when a student, who has completed a substantial portion of the course and who is otherwise passing, is unable to complete a well-defined portion of a course for reasons beyond the student's control. Students in these circumstances must petition the instructor and should be prepared to present documentation that substantiates their case. Incomplete grades will not be granted in order to allow students to do extra coursework in an effort to increase their grade.

In order to assign an incomplete, the instructor will indicate a time frame for resolution of the grade and the default grade to be assigned if the student does not complete the remaining academic work. It is the student's responsibility to complete the remaining academic work within the agreed-upon time frame.

Program Terminations (Dismissal for a Reason Other than GPA)

The University reserves the right to terminate enrollment in an academic program and dismiss a student whose academic performance is below the standards of the program, regardless of GPA, or whose conduct is deemed improper or prejudicial to the interest of the University community. Dismissed students will not be permitted to register for graduate study, including registering as a non-degree student. Program terminations (dismissal for a reason other than GPA) are

determined by the faculty at the academic program/departmental level and may occur for a number of different reasons, including but not limited to:

- Inability to conduct independent research in a fashion appropriate with the accepted norms of a discipline,
- Inability to function within a team environment to the degree that it negatively affects the learning, practice and/or research of fellow graduate students,
- Behavior that does not meet the professional standards of a discipline (typically clinical, social work or school settings, but also including Motion Picture Arts),
- Failure to meet one or more major milestone requirements,
- Inability to pass the diagnostic/preliminary examination/comprehensive examination (note that university policy limits preliminary examination attempts to two),
- Failure to complete the doctoral degree/make timely progress towards the dissertation, or
- Extensive petitions for time extension.

SECTION VIII: INTERNSHIPS AND PRACTICUM

Purpose

Internships provide valuable practical experience in coaching settings. The internship provides a setting for students to apply what is learned in courses to practical settings under mentorship.

Planning

It is important that you arrange your internship mentors/sites in advance of the internship course. Currently, you should present internship sites that you have located for approval to the course instructor. In some instances, we may be able to offer suggestions; however, it is up to you to locate viable locations/mentors. Consult with your adviser regarding appropriate options and discuss the potential internship with the staff member in the office you have chosen. You are permitted to have multiple mentors/sites based on your learning goals and accessibility needs. The following is a general timeline for getting started:

- Your internship should be finalized no later than the last day of classes, and preferably two weeks before the end of the semester, *prior* to the internship. FSU COACH internship courses are only offered Fall/Spring semesters.
- You will discuss your Internship Mentor Contract with each of your site mentors and each must be approved by your instructor *before any work begins on-site*. Therefore, you should think about goals, and competencies where you'd like/need experience, prior to the start of the semester so that you can complete your contract by the end of the 1st week of the internship semester.
- All in-person internships completed outside of FSU locations will require a mentor/site-completed & signed CDC acknowledgement of COVID protocols form. Although this form is not the student's responsibility (it will be sent directly from the College of Education's Internship Coordinator's office), this form **MUST** be submitted to the College of Education's Internship Coordinator on site/organizational letterhead *before* sites can be approved. It is the student's responsibility to communicate with the Internship instructor to determine if this form will be required for the student's site, and to communicate to the site mentor about the importance of returning this form promptly.

- Once the CDC form (if applicable) and Mentor Contract(s) are approved by the instructor, you may begin work on-site.

The internship course will include various assignments (including journaling, time logs, self & mentor evaluations, mentor interviews, class discussions, & instructor debriefs) one of which is one semester-long project. You need to be prepared to meet with your mentor by the end of the second week of the semester to detail a project scope and completion plan.

The specific dates for these and other activities will be addressed in the syllabus for the course.

Credit Hours and Time in Internship

Students are required to complete 3 credit-hours' worth of internships. Within the class, students will be required to accrue 100 hours of practical experience.

Evaluations

You will be expected to arrange for two evaluation sessions during the semester. The mid-term evaluation will be a meeting between you and each internship mentor. The two of you will debrief on your self-evaluation and the mentor's evaluation together. At the end of the semester, you and each internship mentor should meet to review your internship evaluations together again. Faculty do not attend evaluations as they will receive the completed (& signed) evaluation forms from you and your mentor.

Evaluation sessions focus on the progress being made toward your goals and objectives. Adjustments may need to be made during the first evaluation and must be agreed upon in writing by you, the supervisor, and the instructor..

Internship Project

The internship project required for one (1) internship experience but may intertwine across sites when applicable. The project is a demonstration of your ability to apply what you have learned in the classroom to an actual work experience. The project should relate your internship experience and seek to build experience in areas that are of more interest to you and/or areas of improvement for you in the coaching profession. The project should document your perception, awareness, and knowledge about the process and project focus. Your project should produce tangible products/evidence that can be shared in a final project presentation. Although you will work with your site mentor to develop this project, you will need final approval by the course instructor to proceed. In the final internship project presentation, students are expected to reflect on their previous internships and relevant courses and their own development as a professional in the program. More specifics will be given in course syllabus and Canvas site. The internship projects and presentations are seen by the faculty as a valuable and important part of your professional development.

Other assignments are presented within the course syllabus.

Grading

The internship is graded, which means you will need to earn a C or higher to pass this course. The instructor must have all assignments in hand before your grade can be finalized. If you do

not submit all required assignments, it will be treated as unsatisfactory, and you will not pass the class.

Please give the instructor a copy of any report or project you undertake as part of the internship. The department must maintain a file on your internship experiences and all this material can be used to demonstrate and document your growing professional competence and skills.

Deadlines

NOTE: Failure to turn in assignments or to complete an activity by the assigned deadlines will result in negative consequences. For example, failure to submit the Internship Site Approval Form and the Internship Contract by the deadline will result in the student being dropped from the internship course for that semester.

SECTION IX: SCHOLARSHIPS

Scholarships

Funding and Awards (Graduate School): <https://gradschool.fsu.edu/funding-awards>

Scholarships and Aid (Education): <https://education.fsu.edu/scholarships>

There are four additional available scholarships through FSU COACH, but many organizations have scholarships available. You should check within your own sport or academic organization to see if there are any.

AC Scholarship

Description: This scholarship is awarded to the first 10 students who are admitted into the 2023 spring and summer semesters who are non-Florida residents.

Number of Scholarships Available: 20

Amount Per Award: \$12,000

Kuras-Taylor Memorial Fund

Description: This scholarship shall be awarded to students in FSU COACH: Interdisciplinary Center for Athletic Coaching or the School of Education.

Number of Scholarships Available: 3

Amount Per Award: \$1,000

Margaret Spearman Parkman Endowed Scholarship

Description: The Margaret Spearman Parkman Endowed scholarship supports students in the College of Education. First preference goes to students from Polk County, FL.

Up to 5 Polk County students pursuing a Master's in Athletic Coaching will be eligible to receive \$4,000 a year beginning in Fall 2022.

Number of Scholarships Available: 5

Amount Per Award: \$8,000 evenly split over two years

Janet Wells & Billie Jones Endowed Award Fund in Pedagogy

This scholarship support for graduate students pursuing careers in coaching or teaching within the College of Education. Recipients shall be chosen by the Scholarship Committee with consideration given for academic excellence and financial need, and while all eligible students may apply and be fully considered, preference shall be given to students identifying as female. This preference shall be applied consistently with the Donors' intent, in accordance with applicable University policies, regulations, and federal and state law.

Number of Scholarships Available: 1

Amount Per Award: \$2,000