

Statement of Prerequisite Coursework

General Program Prerequisite Information

The purpose of prerequisite courses is to ensure that students have sufficient backgrounds to understand the terminology, theory, and practical applications of the required qualitative and quantitative courses in the **Master of Environmental Management** and **Master of Forestry** professional degree programs. Students lacking prerequisites may be unable to complete courses in the recommended sequence and may find it difficult to complete the required courses for graduation within the normal two years of study.

Application and acceptance to the MEM and MF degrees is possible with prerequisite deficiencies. However, students may only *enroll (or matriculate) in the fall with no more than one prerequisite deficiency. Students who enroll with a prerequisite deficiency must make up that deficiency within their first year of study, preferably the first fall semester. Credits taken at Duke University to fulfill a prerequisite do not count towards the total number of credits required for the MEM or MF degree. Students who plan to enroll in the fall are encouraged to complete prerequisites prior to matriculation. **Note: Students admitted to the cooperative college 3-2 program may not matriculate with prerequisite deficiencies. They must complete all prerequisite requirements prior to enrolling at the Nicholas School.*

Prerequisite Deficiency

Each student's application and transcript(s) is reviewed to determine completion of prerequisites. Admitted students **must** refer to their letter of acceptance for a complete list of their specific prerequisite deficiencies.

Requirements for Prerequisite Courses

Before you enroll in a prerequisite course, please read the following important details:

- May be taken at any accredited college or university, including community, technical, and junior colleges.
- Must be taken for college credit.
- Students must earn a minimum grade of B-. No exceptions.
 - *The pass/fail grading basis is not acceptable.*
 - *The satisfactory/unsatisfactory grading basis is also not acceptable.*
 - *May be a traditional-style online course (e.g. a distance learning course with regularly scheduled class meetings).*
- May not be a correspondence, independent study or self-paced course unless special consent or approval has been granted.
- Course must be semester long in length (most intensive summer sessions are sufficient).
- You must send one official transcript upon completion (see contact information on the last page).

Completed Courses

If you have taken a college level course that you think may fulfill a prerequisite that has been listed as a deficiency, you should submit to us a letter or email identifying the course name and number and also send a syllabus for the course. Send to Ms. Erika Lovelace, Senior Program Coordinator for Academic and Enrollment Services, at e.love@duke.edu.

- To prove successful completion of the prerequisite you must also submit an official transcript to the Office of Academic and Enrollment Services.

Advanced Placement (AP) Courses

We will accept advanced placement (AP) courses if the student earns college credit for the course(s) from their undergraduate institution. This information must be clearly documented on the official undergraduate transcript. In the absence of the appropriate documentation on the official undergraduate transcript, we will accept an official letter from the institution's Registrar's Office (sent directly to our office), which clearly states the student earned college credit for the advanced placement course(s). The letter may not be sent by the applicant or student. Our mailing address is below.

Distance Learning Courses

- Students may fulfill prerequisites at any accredited college or university.
- Students wishing to enroll in a distance learning course (e.g. online), in order to fulfill a prerequisite, are encouraged to seek prior approval to make sure the course is appropriate to fulfill the prerequisite requirement.
 - Send an email to Ms. Erika Lovelace, Senior Program Coordinator for Academic and Enrollment Services, at e.love@duke.edu, which includes the name of the institution, course title, course number, number of credits, dates of the course and the corresponding web-address with course details.
- The Nicholas School maintains a short list of Pre-Approved distance learning courses (*for required prerequisites only*). To request a list of Pre-Approved Distance Learning Courses, send an email to admissions@nicholas.duke.edu.

School-wide Prerequisites

All students admitted to the school are expected to have had the following:

- Some previous training in the natural sciences or the social sciences related to their program area of interest in natural resources.
- Introductory college-level course in **Calculus** (at least one course)
 - *An introductory college-level Calculus course should include the following key topics: Algebra (graphing linear equations, solving systems of linear equations); functions (characteristics of functions in one variable, logarithmic functions, exponential functions); calculus of one variable (derivatives, definite and indefinite integrals); calculus of more than one variable (partial derivatives, total derivatives); first-order differential equations (discrete and continuous time, rates of decay, initial conditions)*
- Introductory college-level course in **Statistics** (at least one course)
 - *An introductory college-level Statistics course should include the following key topics: Descriptive statistics, probability distributions, hypothesis testing, confidence intervals, correlation, and simple linear regression*

Each program area of study **requires or recommends** additional college- level course preparation, see list below:

Master of Environmental Management (MEM)

- **Coastal Environmental Management (CEM)**
Microeconomics is required - (either a full semester microeconomics course or an introductory course that is more than half microeconomics rather than macroeconomics)
- **Environmental Economics and Policy (EEP)**
Microeconomics is required - (either a full semester microeconomics course or an introductory course that is more than half microeconomics rather than macroeconomics)

- **Ecosystem Science and Conservation (ESC)**
Principles of Ecology is required; Microeconomics is not required for the ESC program but it is required for Resource and Environmental Economics (ENVIRON 520), a course taken by a large number of ESC students
- **Energy and Environment (EE)**
Microeconomics is required (either a full semester microeconomics course or an introductory course that is more than half microeconomics rather than macroeconomics)
- **Ecotoxicology and Environmental Health (EEH)**
One semester of college Chemistry is required; Organic Chemistry and Principles of Ecology are both recommended
- **Global Environmental Change (GEC)**
Introductory courses in Earth Sciences/Geology and Biology are both recommended
- **Water Resources Management (WRM)**
General courses in Chemistry and Physics are recommended; Microeconomics is not required for the WRM program but it is required for Resource and Environmental Economics (ENVIRON 520), a course taken by a large number of WRM students

Master of Forestry (MF)

- **Forest Resource Management (FRM)**
Principles of Ecology and an Introductory Economics course that includes microeconomics are both required

Miscellaneous

- Macroeconomics courses will not be accepted to fulfill the microeconomics prerequisite requirement.
- Although students without the level of preparation described above may be accepted for admission, it is expected that deficiencies will be made up prior to entrance by means of formal coursework.

Transcript Submission

For application review purposes, official and unofficial transcripts are acceptable. Official transcripts are preferred but unofficial transcripts may be submitted at the time of application. If admitted, official transcripts will be required prior to matriculation.

Official transcripts should be in sealed envelopes signed or sealed across the flap by the registrar of the institution attended. If the original is not in English, you must also provide a certified English translation. Official hard copy transcripts should be mailed to Office of Academic and Enrollment Services/Nicholas School of the Environment, Duke University/Levine Science Research Center, Suite A116/308 Research Drive/Univ. Box/#90330/Durham, NC 27708-0330. If your undergraduate institution uses SCRIP-SAFE International (*or similar agent*) for the delivery of official transcripts, please ask the university registrar to forward your official transcript to admissions@nicholas.duke.edu.

Unofficial transcripts may be submitted through the online ApplyYourself application; via fax to (919) 613-8719; or by scanned electronic copy to admissions@nicholas.duke.edu. Note: All transcripts submitted through the ApplyYourself application are considered unofficial.

Questions/Concerns

For questions and/or concerns about prerequisite course requirements, contact Ms. Erika Lovelace, Senior Program Coordinator for Academic and Enrollment Services at e.love@duke.edu or call 919-613-7459.