Welcome to the Department of Entomology at North Dakota State University! This website has been constructed to provide current and prospective graduate student with information about our department and graduate programs, and to familiarize the prospective student with the NDSU community here in Fargo, North Dakota.

### Expectations of Graduate Students

All students accepted into the Entomology Graduate Program are expected to be knowledgeable in general insect science. This requirement can be accomplished with a course in general entomology or equivalent experience as determined by the Entomology faculty. Any student who has not met this requirement will be expected to fulfill this condition within one year of acceptance into the Entomology Graduate Program in order to maintain their assistantship in the Department of Entomology. It will be up to the faculty to determine if a course taken previously meets this requirement.

While Entomologists specialize in a wide variety of areas, there is a core knowledge that is needed to be a professional Entomologist. To ensure that our students have that basic knowledge, students enrolled in MS degree programs must complete coursework in at least two of four core curriculum areas; insect systematics, insect structure, insect physiology, and insect ecology. However, it is strongly urged that all MS students take systematics, insect structure, and physiology, to ensure that they receive a well-grounded background in entomology. Students enrolled in Ph.D. programs are required to complete coursework in all four core curriculum areas. At the discretion of the advisory committee, satisfactory completion of equivalent courses at another institution may be substituted.

Oral presentation and speaking skills are also important to being a professional Entomologist. Entomology seminar provides the student a venue to practice those skills. All students will register for seminar once each academic year they are enrolled. An exit seminar is also required and will precede the final oral defense.
Exceptions to this policy require approval of the Department Chair. Only the final seminar can pertain to their research area. All other seminar topics must be from outside of their research area and require permission of the seminar instructor.

Depending on their area of specialization, Ph.D. candidates may be required to show proficiency in a foreign language. The minimum requirement for evidence of proficiency is satisfactory completion (grade C or better) of one course at an intermediate level or passing an examination (grade C or better) at an intermediate level administered by the modern language department.

Programs

The Department of Entomology offers graduate study leading to the MS and Ph.D. degrees in Entomology, Environmental and Conservation Sciences and Natural Resources Management. Advanced work involves specialized training in one or more of the following areas: behavior, biochemistry, biodiversity, biological control, chemical ecology, ecology, host plant resistance, insect pathology, pest management, molecular genetics, physiology, and systematics.

The close working relationship between the Department and the USDA Red River Valley Agricultural Research Center, located on campus, provides students many opportunities for research and consultation. Students may conduct their research program under the direction of USDA scientists holding adjunct appointments in the Department of Entomology.

Student research and academic programs are tailored to individual needs and interests. Interdisciplinary approaches to entomological programs are fostered.

University Admissions Requirements

Before beginning a graduate degree program in Entomology, prospective graduate students must be admitted to the Graduate School. Please visit the North Dakota State University Graduate School website for complete admissions information and on-line application.

The Department of Entomology graduate program is open to all qualified graduates of universities and colleges of recognized standing. To be admitted with full status to the program, the applicant must

- Hold a baccalaureate degree from an educational institution of recognized standing.
- Have adequate preparation in entomology, and show potential to undertake advanced study and research as evidenced by academic performance and experience.
- At the baccalaureate level or last graduate degree completed, have earned a cumulative grade point average (GPA) in all courses of at least 3.0 or equivalent.
- Submit three letters of recommendation which attest to the applicant's skills and motivation for graduate study (Personal reference report forms are available from The Graduate School).
- Provide a letter stating reasons for pursuing an advanced degree in entomology and expressing the applicant's research interests.
- If an international applicant, submit a TOEFL examination score. A minimum score of 550 (paper test), 213 (computer test), or 79 (internet - based) must be achieved.

Official transcripts (transcripts having an appropriate seal or stamp) of all previous undergraduate and graduate records must be received by The Graduate School before the application is complete. When a transcript is submitted in advance of completion of undergraduate or graduate studies, an updated transcript showing all course credits and grades must be provided prior to initial registration at North Dakota State University.

Applications should be submitted directly to The Graduate School.

A student shall be permitted to register for graduate study only after formal admission. Programs make recommendations on all applications, but the final admission decision is the responsibility of the Dean of The Graduate School.
Conditional Admission
A student not meeting all admission requirements or having deficiencies in prerequisite course work who shows potential for graduate study may be admitted conditionally. A student admitted conditionally will be provided a statement of the conditions to be satisfied before advancement to full standing. The student may not earn more than 12 semester credit hours and must achieve a minimum grade of 3.0 per course as a conditional student. The request for change to full standing must be submitted to the Dean of The Graduate School by the major adviser and approved by the department chair.

Department of Entomology Admission Requirements

These requirements are in addition to the admission requirements of the Graduate School.

- A TOEFL score of 550 or higher for students from non-English speaking countries.
- A letter from the applicant stating reasons for pursuing an advanced degree in Entomology.
- A statement of the applicant's research interests.
- Graduate Record Examination (GRE, http://www.gre.org/) scores are not required by the Entomology department for consideration of admission. However, GRE scores are useful to the application process and they are required for PhD applicants wishing to be considered for a Presidential Doctoral Graduate Fellowship.

Master's Degree Program

A MS degree requires a minimum of 24 months of full-time study, during which an overall GPA of 3.0 or better must be maintained. For MS candidates, a minimum of 30 semester credits beyond the B.S. and an oral defense of a research-based thesis and academic subject matter is required. MS students are required to complete two of the four Core Courses in Entomology.

Supervisory Committee

The supervisory committee will have at least four members. The members consist of

1. The major adviser, who is selected by the student with the approval of the program administrator. The major adviser-student relationship must be a mutually acceptable one. The major adviser will act as the chair of the student's supervisory committee and will be in charge of the Plan of Study. The remaining members of the committee must be agreed upon by the student and the major adviser.
2. A second member, who must be a full or associate member of the graduate faculty.
3. A third member, who could be either a faculty member or a qualified off-campus expert in the field. If this committee member is not a full or associate member of the graduate faculty, the approval of the Dean of The Graduate School is required. Approval by the dean requires a recommendation from the program administrator accompanied by rationale and a curriculum vitae.
4. The Graduate School appointee. This appointment is made by the graduate dean, but suggestions as to whom the appointee might be are welcome and helpful. The Graduate School appointee must be a full member of the NDSU graduate faculty from outside the student's program. The role of The Graduate School appointee is to ensure that the student's Plan of Study follows Graduate School guidelines and that other Graduate School policies are observed. The Graduate School appointee also ensures that the expectations for the student's performance are reasonable and that interactions with the supervisory committee are conducted on a professional basis.

NOTE: Other qualified individuals may participate as committee members following approval by the Graduate Dean upon a recommendation accompanied by rationale and curriculum vitae by the appropriate program administrator and academic dean.

The supervisory committee should be formed not later than the term immediately after the major adviser is identified for the student, and members should be identified before the plan of study is formulated so all committee members have a chance to contribute to the plan of study.

The supervisory committee agreed upon by the major adviser and student, and approved by the program administrator and the academic dean shall be recommended to the Dean of The Graduate School for final
Each committee member shall have an equal vote in committee decisions. The committee is to assist the student in the preparation of a plan of study and to advise him or her during the period of graduate work. The supervisory committee is encouraged to convene at least once per semester and meet at least once per year to review the progress of the student.

Responsibilities of the supervisory committee consist of approving the plan of study, approving and providing guidance for the research project, and monitoring the student's progress. The committee also will examine the student and approve the thesis or dissertation.

**Plan of Study**
The plan of study charts the student's course work during their tenure at NDSU and serves to ensure that all course requirements are met. The plan of study is put together by the student and major advisor with approval of the advisory committee. Minimum credits and types of courses (600 and 700 level credit requirements) are set by the Graduate School.

The plan of study shall be appropriate to meet the interests and needs of the student in Entomology as determined by the supervisory committee and approved by the program administrator, the academic dean, and the Dean of The Graduate School. The plan of study should be submitted to The Graduate School for approval not later than the term immediately after the supervisory committee is formed and must be filed in The Graduate School prior to scheduling the final examination. Revisions may be made later as advisable and necessary, but must be approved by the student, all supervisory committee members, the administrator of the student's program, and the Graduate Dean. The Graduate Dean will officially notify the student, supervisory committee, program administrator, and academic dean of all changes.

The plan of study shall include the specific courses the student is expected to complete and any other special requirements of the particular master's degree that the student is seeking. The total credits will be determined by each program but must not be less than 30 graduate credits.

Of the required minimum 30 graduate credits, at least 16 credits must be approved for graduate credit numbered from 601-689, 691, 700-789, and 791 while the research credits (798) must be not fewer than 6 nor more than 10 credits. Once these minimum requirements have been met, any other graduate courses can be used to satisfy the remaining plan of study requirements.

**Time Limitation**
Graduate credit for any course work which is more than seven (7) calendar years old at the time of the final examination cannot be used to satisfy degree requirements. The final examination must be retaken if the final five (5) copies of the approved disquisition are not delivered to The Graduate School within one (1) year of the date of the final examination or if any other degree requirements have not been completed within one (1) year of the date of the final examination.

If a period of time two years or greater lapses before the final copies are submitted, the student must reapply to The Graduate School and must register for a minimum of two (2) credits. Degree date is based on the date when final copies are submitted to The Graduate School.

**Final Examination**
The candidate shall pass a final oral examination before being awarded the master's degree. The supervisory committee shall serve as the examining committee of which the major adviser shall serve as chair. Substitutions must be approved by the Dean of The Graduate School.

The final examination shall cover the course work taken by the candidate and also the thesis, seminar papers, and knowledge fundamental to the student's area of interest. The candidate shall prepare for each member of the committee a written statement describing the plan of study, i.e., a list of courses, instructors, credits, grades, and dates taken. Permission to schedule the examination must be requested of The Graduate School by the student's major adviser using the appropriate form. The request to schedule must be sent to The Graduate School at least two (2) weeks prior to the examination. Also, the student should personally meet with The
Graduate School to verify that all courses on the plan of study have been completed and the required grade point average has been attained. The Graduate Dean will formally notify the committee and the student when and where the examination has been scheduled.

Care should be taken by the student to schedule the examination with all committee members. The notification by The Graduate School will confirm this scheduled examination.

The thesis in a near final form must be given to the committee members no fewer than seven (7) days prior to the examination. If this seven (7)-day stipulation cannot be met, the student must either secure the concurrence of all committee members or reschedule the examination. At the conclusion of the examination, the examining committee shall record, in writing, approval or disapproval. This form must be filed with The Graduate School within seven (7) days of the exam.

A negative vote by more than one member of the student's committee will signify failure of the final examination. The student may repeat the examination only upon permission from a majority of the supervisory committee. The committee will specify a period of time, not less than one (1) month, that must elapse before the examination can be repeated. Exceptions to this time limit will be considered by the Graduate Dean upon presentation of written justification from the chair of the committee in consultation with the committee.

Should the examination be failed twice, the student will not be given a third examination except by recommendation of the examining committee, program administrator, and special approval of the Dean of The Graduate School following consultation with the Graduate Council.

Continuous enrollment is required until all degree requirements are completed.

To participate in commencement, the student must have passed the final examination.

**Thesis**

After the final examination, the student incorporates into the thesis or paper corrections suggested at the oral examination. The student, major adviser, and program administrator then sign the Checklist for Dissertations, Theses, and Papers; and one copy of the thesis or paper, printed on regular paper, is presented to The Graduate School for approval by a disquisition editor and the Dean of The Graduate School. This copy must be accompanied by a receipt from the Business Office for the completion package. After approval, 5 final copies of the thesis or paper, on the required paper are to be presented, unbound, to The Graduate School. Two bound copies of the thesis or paper go to the university library. The remaining 3 bound copies are for the student, the student's adviser, and the student's program.

The student will have 1 year from the date of the final examination to deliver the 5 final copies to The Graduate School and complete all other degree requirements. Should the disquisition not be deposited as specified or any other degree requirements not be completed, the student must retake the final examination. If a period of time two years or greater lapses before the final copies are submitted, the student must reapply to The Graduate School and must register for a minimum of 2 credits. Degree date is based on the date when final copies are submitted to The Graduate School.

**Doctor of Philosophy Program**

The Ph.D. requires a minimum of 90 semester credits beyond the B.S., (or 60 beyond the MS degree), preliminary written and oral examinations directed toward academic subject matter, and a final oral defense of a research-based dissertation. Ph.D. students are required to complete all four Core Courses in Entomology. Depending on their area of specialization, Ph.D. candidates may be required to demonstrate reading proficiency in a foreign language relevant to the field of study. Plans of study are developed to meet both disciplinary requirements and special interests of the student.

**Supervisory Committee**

The supervisory committee will have at least four members. The members consist of

1. The major adviser, who is selected by the student with the approval of the program administrator. The
The major adviser-student relationship must be a mutually acceptable one. The major adviser will act as the chair of the student's supervisory committee and will be in charge of the Plan of Study. The remaining members of the committee must be agreed upon by the student and the major adviser.

2. A second member, who must be a full or associate member of the graduate faculty.

3. A third member, who could be either a faculty member or a qualified off-campus expert in the field. If this committee member is not a full or associate member of the graduate faculty, the approval of the Dean of The Graduate School is required. Approval by the dean requires a recommendation from the program administrator accompanied by rationale and a curriculum vitae.

4. The Graduate School appointee. This appointment is made by the graduate dean, but suggestions as to whom the appointee might be are welcome and helpful. The Graduate School appointee must be a full member of the NDSU graduate faculty from outside the student's program. The role of The Graduate School appointee is to ensure that the student's Plan of Study follows Graduate School guidelines and that other Graduate School policies are observed. The Graduate School appointee also ensures that the expectations for the student's performance are reasonable and that interactions with the supervisory committee are conducted on a professional basis.

NOTE: Other qualified individuals may participate as committee members following approval by the graduate dean upon a recommendation accompanied by rationale and curriculum vitae by the appropriate program administrator and academic dean.

The supervisory committee should be formed not later than the term immediately after the major adviser has been identified for the student, and members should be identified before the plan of study is formulated so all committee members have a chance to contribute to the plan of study. The supervisory committee agreed upon by the major adviser and student, and approved by the program administrator and the academic dean shall be recommended to the Dean of The Graduate School for final approval.

Each committee member shall have an equal vote in committee decisions. The committee is to assist the student in the preparation of a plan of study and to advise him or her during the period of graduate work. The supervisory committee is encouraged to convene at least once per semester and meet at least once per year to review the progress of the student's plan of study.

Plan of Study

The plan of study will be prepared by the student and the major adviser. It shall be approved by the supervisory committee, program administrator, academic dean, and dean of the Graduate School.

The plan of study should be submitted to The Graduate School for approval not later than the term immediately after the supervisory committee is formed and must be filed in The Graduate School prior to scheduling the comprehensive/preliminary examination. Revisions in the program of study must be approved by the student, supervisory committee, program administrator, and Dean of The Graduate School. The graduate dean will officially notify the student, supervisory committee, program administrator, and the academic dean of all changes.

A minimum of 90 semester graduate credits are required, of which not less than 27 credits must be in courses approved for graduate credit numbered 601-689, 691, 700-789, and 791 (referred to as didactic courses). Of these 27 credits, not fewer than 15 credits must be in 700-level course work (700-789 & 791). A student matriculating with a master's degree, including a degree earned at an international institution, must earn not fewer than 60 graduate credits at NDSU. Of these credits, not fewer than 15 credits must be NDSU courses at the 700 level (700-789 & 791). For specific requirements, the student should consult the specific programs.

Time Limitation

Graduate credit for any course work that is more than 10 calendar years old at the time of the final examination cannot be used to satisfy degree requirements. The final examination must be retaken if the final 6 copies of the approved dissertation are not delivered to The Graduate School within 1 year of the date of the final examination or if any other degree requirements have not been completed within 1 year of the date of the final examination. If a period of time two years or greater lapses before the final copies are submitted, the student must reapply to The Graduate School and must register for a minimum of 2 credits. Degree date is based on
the date when **final** copies are submitted to The Graduate School.

**Examinations**

A comprehensive/preliminary examination is required of each student after the greater portion of courses have been completed and any required language proficiency has been certified. This examination consists of a written part and an oral part. After passing the comprehensive/preliminary examination, the student will be formally admitted to candidacy for the Doctor of Philosophy degree.

The final examination will be taken after the candidate has completed the course work and dissertation. This oral examination will be concerned primarily with the dissertation, but it may also cover material from course work, especially those courses fundamental to the dissertation.

Permission to schedule the comprehensive/preliminary and the final oral examinations must be requested. The request to schedule must be sent to The Graduate School at least 2 weeks prior to the examination. Also, the student should personally meet with The Graduate School to verify that all courses on the plan of study have been completed and that the required grade point average has been attained. The Dean of The Graduate School will formally notify the committee and the student when and where the examination has been scheduled.

The examining committee shall consist of the supervisory committee. The dissertation in a near final form must be given to the committee members at least 7 days prior to the final examination.

At the conclusion of each oral examination, the examining committee shall record, in writing, its approval or disapproval of the candidate and file its report with the Dean of The Graduate School. The committee's decision filed on the Report of the Final Examination signifies that the student has been examined with respect to the knowledge required in the major area and that all course work has been satisfactorily completed. This form should be filed in The Graduate School within 7 days.

A negative vote by more than one member of the student's committee will signify failure of either the comprehensive/preliminary examination or the final examination. Upon permission of a majority of the supervisory committee members, a candidate is allowed to take each examination twice. The supervisory committee will specify a period of time not less than 1 month that must elapse before the failed examination can be repeated. Exception to this time limit will be considered by the Dean of The Graduate School upon presentation of written justification from the chair of the supervisory committee in consultation with the committee members.

Should both attempts to pass an examination result in failure, the candidate may request to take the examination a third time. A request for a third examination requires the support of the supervisory committee and program administrator, and the approval of the Dean of The Graduate School after consultation with the Graduate Council.

Continuous enrollment is required until all degree requirements are completed.

To participate in commencement, the student must have passed the final examination.

**Dissertation**

The dissertation must show originality and demonstrate the student's capacity for independent research. It must embody results of research which constitute a definitive contribution to knowledge.

After the final examination, the student incorporates into the dissertation corrections suggested at the oral examination. The student, major adviser, and program administrator then sign the Checklist for Dissertations, Theses, and Papers; and one copy of the dissertation, printed on regular paper, is presented to The Graduate School for approval by a disquisition editor and the Dean of the Graduate School. This copy must be accompanied by a receipt from the Business Office for the completion package. After approval, 6 final copies of the dissertation, on the required paper are to be presented, unbound, to The Graduate School. Two bound copies of the thesis or paper go to the university library. Three bound copies are for the student, the student's adviser, and the student's program. The sixth copy of the dissertation, accompanied by an additional copy of the title page and an additional copy of the Abstract signed by the major adviser, is sent to Bell &amp; Howell
for microfilming.

The student has 1 year from the date of the final examination to deliver the 6 final copies to The Graduate School and complete all other degree requirements. Should the disquisition not be deposited as specified or all other degree requirements not be completed, the student must repeat the final examination. If a period of time two years or greater lapses before the final copies are submitted, the student must reapply to The Graduate School and must register for a minimum of 2 credits. Degree date is based on the date when final copies are submitted to The Graduate School.

**Special Research Permissions**

University and other policy requires that if your research involves humans, large animals, and/or biohazards, you must have approval from the Institutional Review Board, Institutional Animal Care and Use Committee, and/or the Institutional Biosafety Committee. Submit to The Graduate School a copy of the letter(s) sent to you by IRB/IACUC/IBC when your research project was approved. The editor will not review your disquisition until it is confirmed that your project was approved by IRB/IACUC/IBC. Approval cannot be granted retroactively.

**Registration for Coursework**

Registration is completed on-line. Once you have been formally accepted into the Graduate School, you will need to obtain a login ID and password to begin the course registration process. Please visit the Campus Connection website for complete information and an up-to-date course bulletin: [http://www.ndsu.nodak.edu/ndsu/deott/registrar/connect/](http://www.ndsu.nodak.edu/ndsu/deott/registrar/connect/)

**Financial Aid**

Opportunities for graduate assistantships may be available for both MS and Ph.D. programs of study. Graduate assistantships are highly competitive and are usually tied to specific research projects. Departmental faculty evaluate all candidates for admission prior to awarding assistantships. Graduate assistantships are usually 0.5 FTE appointments. If you receive a graduate assistantship, you are expected to complete 20 hours of service work per week, usually for the major adviser. This 20 hours is in addition to coursework, thesis/dissertation research, and other graduate student responsibilities.

Graduate students receiving assistantships also receive a full out-of-state tuition waiver but are still required to pay student and activity fees.

Other financial aid may be available through the [Graduate School](http://www.ndsu.nodak.edu/ndsu/deott/registrar/connect/).

The Department of Entomology has two scholarships available for graduate students: the Beatty-Munro Scholarship and the Knipling Research Enhancement Award. Both are awarded annually, with applications due in early March and award announcements made about a week later.

The Beatty-Munro scholarship award was established by Dr. J. Alex and Mrs. Hope Beatty-Munro to recognize individuals who have the potential to make significant contributions to the field of entomology. Scholastic achievements, financial need and the degree of interest in entomology are considered in the selection of awardees.

The Knipling Research Enhancement Award is a grant used to augment graduate student education, training, and research. The application is in the style of a competitive grant which gives the graduate student some experience in grant writing. Depending on available funds, this award may given to one or more students. Funds from the Knipling Award are placed in a department account and are expended similarly to other grants.

For information on other sources of financial aid, please visit the [Financial Aid Office website](http://www.ndsu.nodak.edu/ndsu/deott/registrar/connect/).

**Entomology Policy on Graduate Assistantships** (From March 2006 faculty meeting)
To earn a MS or Ph.D. degree in Entomology or another major supported by the Department of Entomology, a graduate student must complete an independent research project to the satisfaction of her/his Advisory Committee. The research topic must be approved by the faculty advisor after discussion with the student.

Graduate students receiving a half-time Graduate Assistantship (GA) from the Department of Entomology have an obligation to perform research or other duties. The duties are not necessarily the same as those required for completion of the degree (coursework and MS or Ph.D. research project) and will be assigned by the major advisor or Departmental chair, depending upon the funding source for the GA. The additional duties will not exceed 20 hours per week for a half-time GA (pro rata for greater than or less than half-time GA). Note that coursework and the degree research project are not necessarily considered part of the obligated 20 hour work time per week.

Students receiving a GA are expected to be registered as fulltime students. A standard exception to this requirement is in the student’s final semester.

Students receiving a GA should not seek additional employment.

A GA is offered for a specified term only as outlined in the original letter of offer. A GA is subject to annual review and renewal, based on performance, during the specified term.

Exceptions to these policies must be approved by the major advisor and department chair.

**Leave Policy for Students Receiving a Graduate Assistantship (from September 2004 faculty meeting)**

A Graduate Assistantship (GA) is provided to students to meet research or other obligations. A student accepting the GA agrees to work toward the obligations as specified by the major advisor. At the same time Entomology recognizes the reasonableness of requests for leave and the hardship that unpaid time off will entail.

Entomology will grant up to 12 days a year of paid leave to students receiving a GA. Leave, paid or otherwise, is conditional with permission of the student’s major advisor, the department chair, and notification to the main office. NDSU policy does not stipulate leave for students receiving a GA. Any leave granted is at the discretion of the department and is not required.

Students receiving a GA also need to be aware that semester breaks are breaks from class only, not leave time and that they are still responsible for fulfilling their research and other obligations during those periods.

To assist with immigration/VISA issues, foreign students departing the country on leave will be given documentation of receiving a stipend on their return. A fixed return date will be specified after which the guarantee of a stipend is no longer valid.

Exceptions to these policies must be approved by the major advisor and department chair.

**Special Information for International Students**

Cultural diversity is an integral facet of the Entomology Department and our campus community. International students are strongly encouraged to apply for admission to the Entomology Department Graduate Program.

International students seeking admission to North Dakota State University and the Entomology Department should visit the [Office of International Programs](#) website for important information on travel and residency within the United States and for specific information on housing, student health facilities, student health insurance, campus organizations, etc. that will assist the international student in adjusting to life in the NDSU community.

F-1 International graduate students without an assistantship are required to take at least nine semester credits
F-1 International graduate students that have an assistantship are required to take at least six semester credits each term.

When students are in their last semester of coursework, they are allowed to register for less than the required amount of credits. Following the completion of their coursework, they are only required to register for at least one semester credit, either a thesis/dissertation credit or the "R" credit to maintain their F-1 status until they receive their degree.

Policies, Facilities, and Resources


Department of Entomology Facilities
The Department of Entomology is located on the second floor of Hultz Hall. Labs are equipped to fill most basic needs (i.e. fume hoods, gas jets, air jets, sinks, and basic safety equipment). There are numerous other facilities available to assist you in your research including rearing rooms, a cold room, an autoclave, a greenhouse range, and various store rooms and workshops. Our department is home to the North Dakota State Insect Reference Collection (NDIRC).

Office Hours
Office hours are Monday thru Friday 8 am to 5 pm during the fall and spring semesters. Office hours change during extended holidays (i.e. Christmas/New Years) and summer sessions to 7:30 am to 4 pm.

Keys
Students will be provided keys necessary for access to their work areas. When the keys are no longer needed they must be returned to the department office.

Cubicles
Depending on availability, each student is issued one cubicle for his/her use in one of the two graduate student offices.

Mailboxes
Each student is given a mailbox in the main office for professional and work related use. Have your personal mail sent to your residence. This is where mail and phone messages are placed. Space may be shared with another student(s).

Photocopying
Use of the photocopier is restricted to research related copying. Each student is given a code to use the copy machine. If problems occur with the copy machine ask the office personnel for assistance.

Computers/Computing services
NDSU email accounts can be obtained online through the ITS home page http://its.ndsu.nodak.edu/index.php.

Fleet Vehicles
The fleet service leases vehicles for university related business. To use a vehicle a valid driver license is necessary. Please note more training is necessary for use of the 15 passenger vans. A vehicle for use by a project may already be available, talk to your advisor or support staff on your project. If you think you may need a vehicle, talk to your advisor since he/she will have to have the funding necessary. The office staff will assist you in leasing a vehicle. Motor pool policies can be found at http://www.ndsu.nodak.edu/policy/709.htm

Housing
Students may live in on-campus housing or in private, off-campus housing. For on-campus housing information, please visit the NDSU Residence Life website for specific information. Numerous off-campus housing options
are available. Here are some links to help you get started. The first link provides information on fair housing and landlord/tenant rights in North Dakota. 
http://www.ci.fargo.nd.us/Planning/CD/fair.htm
http://fargo.immapartments.com/
http://www.goldmark.com/
http://www.forrent.com/

Student Health Services

The Wellness Center at NDSU is an excellent facility providing a broad range of student health care needs and a state-of-the-art fitness center. Student health insurance is available. For complete information on the Wellness Center, please visit their website: http://wellness.ndsu.nodak.edu/

R.L. Post Graduate Student Society

The R.L. Post Society was established in 1994 for graduate students in the Department of Entomology. The Society meets periodically to discuss Departmental issues as they pertain to the Graduate Program. Officers are elected for annual terms at the end of each spring semester. Officer posts are President/Secretary, Vice-President/Treasurer, and Graduate Student Representative (GSR). Although the role of the GSR is to attend faculty meetings and act as liaison between faculty and graduate students, all graduate students are welcome to attend faculty meetings.

Entomology Club

The Entomology Club is an academic campus organization created to promote public education in the science of entomology. Club members are very active in volunteer community service. There is an annual membership fee. The club is open to all NDSU students, faculty, and staff. For more information, please visit the Entomology Club website: http://www.ndsu.nodak.edu/entomology/entclub/index.htm

Community Information

With a population of 90,000 and growing rapidly, Fargo is North Dakota's largest city and is the seat of Cass County. Fargo is located on the Red River along the Minnesota border and is contiguous with Moorhead, Minnesota. People here often refer not just to Fargo, but to Fargo-Moorhead or "FM" for short. Moorhead has a population of about 35,000. Agriculture is the primary force in the area's economy. The fertile soils of the Red River Valley, which is actually the dry lake basin of Glacial Lake Agassiz, provide prime acreage for sugar beet, potato, spring wheat, and oilseed crops. Corn and soybean are grown primarily in the southeastern part of the state. Construction and technological industries are also key components of the local economy.

The Fargo-Moorhead area is the cultural hub of the area. Three major universities - NDSU, MSU Moorhead, and Concordia College in Moorhead - provide many cultural experiences and extracurricular activities. Moorhead is also home to the Heritage Hjemkomst Center which celebrates the Scandinavian heritage of the area and promotes public education and cultural awareness through museum exhibits, interpretive tours, and cultural events. For more information, follow the Center's website http://www.hjemkomst-center.com/

For more community information, please access the following websites:
http://www.fmchamber.com/
http://www.ci.fargo.nd.us/
http://www.123fargo.com/

Fargo experiences extremes in climate, with cold winters, hot summers, and relatively short spring and fall seasons. The average annual temperature is about 41F (5C) and average annual precipitation is about 19.5 in (49.5 cm). Subzero temperatures are common during January and February, and 90F+ can be common in July and August. Despite the climate, Fargo is an exciting city filled with new opportunities.