PROGRAM GUIDE

PHD IN POLITICAL SCIENCE
MASTER OF ARTS IN POLITICAL SCIENCE
MASTER OF SCIENCE IN SECURITY AND RESILIENCE STUDIES
and
MASTER OF PUBLIC ADMINISTRATION

2014-2015
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INTRODUCTION

The faculty and staff welcome you to the graduate programs in the Department of Political Science. Your acceptance into graduate study signifies a high level of achievement in your previous academic efforts and demonstrates your commitment to intellectual and professional development. We hope your experience at Northeastern is both productive and rewarding.

Please do not hesitate to call upon any of the faculty or staff for further assistance. You are especially encouraged to consult with your academic advisor on a regular basis.

This publication is a companion piece to the three official University graduate school publications listed below. These publications should be consulted regularly for information on pertinent college-wide rules, regulations, and graduate opportunities. These publications and more are available online at

http://www.northeastern.edu/casgraduate/current_students/

- **The Graduate School General Regulations Book** covers rules and regulations that apply to all graduate programs in the College of Social Sciences and Humanities. The most recent General Regulations can be viewed online at
  http://www.northeastern.edu/casgraduate/current_students/general_regulations/.

- **The Graduate School Course Description Bulletin** lists courses and their descriptions. This bulletin is available online at http://www.neu.edu/registrar/cdr.html.

- **The Graduate Student Handbook** is a necessary reference book with three primary functions: to provide information about University procedures, policies, services, and appropriate graduate student conduct; to provide a general overview of and guide to the various graduate programs; and to provide information about Boston. You can view the Handbook online at the following address, http://www.northeastern.edu/casgraduate/current_students/graduate_handbook/
DEPARTMENT AND UNIVERSITY CONTACTS

Department Contacts

In addition to your academic advisor, the following are several core faculty and staff who help administer our graduate programs. Please see the Faculty and Staff Directory on page 35 of this guide or www.polisci.neu.edu for a full listing of our faculty and staff.

**Professor Mitchell Orenstein**
Chair of Department of Political Science
617-373-2796 or m.orenstein@neu.edu

**Professor John Portz**
Graduate Coordinator and PhD Program Chair
617-373-3391 or j.portz@neu.edu

**Professor Denis Sullivan**
MA Program Chair
617-373-4409 or d.sullivan@neu.edu

**Professor Steve Flynn**
MS SRS Program Chair
617-373-8443 or s.flynn@neu.edu

**Logan Wangsgard**
Graduate Administrative Coordinator
617.373.4404 or l.wangsgard@neu.edu

**Professor Thomas Vicino**
MPA Program Chair
617-373-2619 or t.vicino@neu.edu

Additional Northeastern Resources

The following is contact information for other Northeastern offices you may need to get in touch with as you transition to being a graduate student. For a full listing of Northeastern Offices please see http://www.northeastern.edu.

**Bookstore**
http://northeastern.bncollege.com
4 Ell Hall
617-373-2286

**Disability Resource Center**
www.northeastern.edu/drc
20 Dodge Hall
617-373-2675

**Campus Activities**
http://neu.orgsync.com/
434 Curry Student Center
617-373-2642

**CSSH Graduate Student Academic Services**
www.northeastern.edu/cssh/graduate
180 Renaissance Park
617-373-5990 or gradcssh@neu.edu

**Career Services**
http://www.northeastern.edu/careerservices
Stearns Building, Suite 103
617-373-2430 or careerservices@neu.edu

**Information Services**
http://www.northeastern.edu/infoservices/
1st Floor Snell Library
617-373-4357 or help@neu.edu
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<td><strong>International Student and Scholar Institute</strong></td>
<td><a href="http://www.issi.neu.edu/">http://www.issi.neu.edu/</a> 405 Ell Hall 617-373-2310 or <a href="mailto:issi@neu.edu">issi@neu.edu</a></td>
</tr>
<tr>
<td><strong>Student Financial Services</strong></td>
<td><a href="http://www.northeastern.edu/financialaid/">http://www.northeastern.edu/financialaid/</a> 354 Richards Hall 617-373-5899 or <a href="mailto:sfs@neu.edu">sfs@neu.edu</a></td>
</tr>
<tr>
<td><strong>Office of the University Registrar</strong></td>
<td><a href="http://www.neu.edu/customerservice/">http://www.neu.edu/customerservice/</a> 120 Hayden Hall 617-373-2300 or <a href="mailto:registrar@neu.edu">registrar@neu.edu</a></td>
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<tr>
<td><strong>University Health &amp; Counseling Services</strong></td>
<td><a href="http://www.neu.edu/uhcs/">http://www.neu.edu/uhcs/</a> 1st Floor, Forsyth Building 617-373-2772 or <a href="mailto:uhcs@neu.edu">uhcs@neu.edu</a></td>
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<td><strong>Student Employment Office</strong></td>
<td><a href="http://studentemployment.neu.edu">http://studentemployment.neu.edu</a> 101 Curry Student Center 617-373-3200</td>
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<td><strong>Writing Center</strong></td>
<td><a href="http://www.northeastern.edu/english/writing-center/">http://www.northeastern.edu/english/writing-center/</a> 412 Holmes and 136 Snell Library 617-373-4549</td>
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PHD IN POLITICAL SCIENCE

The Doctor of Philosophy in Political Science is grounded in the core fields of the discipline - American government and politics, comparative politics, international relations, and public policy. Students identify a primary and secondary field as areas of emphasis. The curriculum introduces students to all four fields and also develops their research skills through a series of methods courses. Students may develop a traditional, academic focus in one of the fields, or they may combine it with public policy to highlight a policy orientation. The program prepares students to be academic scholars and teachers as well as practitioners in research and public service.

DEGREE REQUIREMENTS

The PhD degree requires completion of required courses, passing a written and oral comprehensive examination, and the successful defense of the dissertation before a faculty committee.

Students who are entering the program with a bachelor's degree complete 48 semester hours (sixteen courses) of academic credit. Students who enter the program with a Masters degree from another university are required to complete a minimum of 30 semester hours of credit at Northeastern. The program chair will assess the academic record of each applicant entering with a Masters degree and, in some cases, will mandate that the student take more than 30 semester hours in order to fully prepare the student for comprehensive examinations and the dissertation.

Students who earned a Master of Arts or Master of Public Administration degree from the Department of Political Science at Northeastern University must complete additional coursework to satisfy the overall course requirements of the PhD program (dependent on the relevant courses taken and their field of study). Students also must satisfy course distribution requirements outlined below unless specific courses have been waived based on past graduate level coursework.

Satisfactory progress in the PhD program is defined as maintaining an overall grade point average of 3.500 and maintaining sufficient progress toward completion of one’s dissertation during candidacy. Please see page 25 in this guide for the full academic progress policy for our graduate programs.

CURRICULUM

The following is an outline of all core, elective, and field requirements for the PhD in Political Science. You will also find at the end of this guide a useful “PhD Course Requirements Tracking Sheet” to help you in monitoring your progress toward candidacy.

Core Requirements: All doctoral students, regardless of their primary field concentration, must complete the following eight required core courses:
Elective and Field Requirements: All doctoral students must also complete eight elective courses. At least four of these courses should be in the student’s primary field and at least two courses should be in a secondary field. The only field that has a specific required course is the policy field, which stipulates that all students choosing this as a primary field must complete POLS 7203, Techniques of Policy Analysis.

Elective courses may also include courses outside the department, directed studies, or internships. With permission, courses directly relevant to the student's area of study may be taken in other graduate programs within Northeastern University. Under normal circumstances, no more than six semester hours (two courses) may be taken outside the department. In addition, up to two courses may be taken as “directed study” in particularly specialized areas. Students may also find completing an internship is relevant toward completion of their degree. The internship program is outlined later in this guide under the Academic Resources and Support section.

Language proficiency: Students must demonstrate language proficiency as necessary for successful completion of the dissertation. Language courses do not count as electives and those taken at Northeastern University must be approved by the department, Graduate School, and Northeastern’s World Languages Center.

DOCTORAL DEGREE CANDIDACY

Doctoral degree candidacy is attained after successful completion of all coursework and the written and oral components of the comprehensive examination.

Comprehensive Examination: Following completion of required coursework, doctoral students must pass a comprehensive examination consisting of a written and oral component. During the semester they take the comprehensive exams, students will register for POLS 8960, Doctoral Exam Preparation. Registration for this one course constitutes full-time status. Written examinations are based on the literature in the field as well as materials derived from completed coursework. An oral examination is administered after completion of the written examination.
Comprehensive examinations are offered in the fall and spring semesters as agreed on by the candidate, the PhD chair, and the comprehensive examination committee. The examination format includes questions covering the primary and secondary fields as well as research methods.

**Yearly Progress Reports:** At the end of each academic year, doctoral candidates and their dissertation advisors will be asked for information regarding their progress. This information will be used to generate a report, which will be shared with the advisor and student and placed in the student's file for reference purposes.

**Dissertation**

A dissertation is required of all students. A student has five years to complete the dissertation once doctoral degree candidacy is attained. Once degree candidacy is attained, registration must be continuous until graduation requirements have been met.

For each of the first two semesters that a doctoral candidate is working on a dissertation the student must register for POLS 9990: Doctoral Dissertation. For each semester beyond the two Dissertation registrations, the student must register for POLS 9996: Doctoral Dissertation Continuation until the dissertation is approved by the Graduate School and is submitted electronically to the University Library. Students should not register for continuation during the summer unless that is when the defense is scheduled to take place.

Doctoral dissertation requirements are fulfilled in several stages:

**Forming the Dissertation Committee:** The dissertation committee is put together by the PhD candidate and academic advisor (who usually acts as the primary reader), based on consultation with and the approval of the Chair of the PhD program. The committee is typically composed of three members and normally may include up to one faculty member from outside the department or the university, but must be chaired by a full-time, tenured member of the Department of Political Science. The committee approves the dissertation proposal and works with the student throughout the dissertation process, including the oral defense.

**The Proposal:** Within six months after obtaining doctoral candidacy, the PhD candidate must have a written proposal specifying the topic, approach, and research design, and describing the resources available for completing the research, approved by the primary and secondary readers. The department offers a series of dissertation proposal, research and professional development workshops to assist recent candidates in preparing their proposals. However, these workshops do not replace the need for a close working relationship with the dissertation advisor. The proposal should demonstrate the student's comprehension of the literature in the areas of research and should present a reasonably detailed plan for conducting research. Once approved by the first and second readers, all proposals must be reviewed and approved by the Chair of the PhD program.
**Formats**: There are two possible formats for a dissertation. One is the more traditional book-length manuscript. The other is composed of several journal-quality chapters and an integrative essay. Consult the Chair of the PhD program for more information on these options. The dissertation must meet all requirements of the Graduate School.

**Research and Writing**: The student thereafter writes a dissertation that presents an original approach or insight into the topic under investigation. It is based on research utilizing primary documents as well as secondary literature, and reflects the methodological approach established at the proposal stage. The student is advised to maintain constant contact with the chair of the dissertation committee throughout the process.

**Defending the Dissertation**: At a time when the dissertation committee so deems, the student will orally defend the dissertation before the committee and any other member of the University community who wishes to observe.

**Submission**: Once the dissertation has been successfully defended and is deemed complete by the committee, the student must submit the completed manuscript to the University, following the precise guidelines ([http://www.northeastern.edu/casgraduate/commencement/thesis_guidelines/](http://www.northeastern.edu/casgraduate/commencement/thesis_guidelines/)) for submission provided by the College. No degree can be granted until the University has formally accepted the dissertation.

**PROGRAM STRUCTURE AND ADMINISTRATION**

The PhD Committee is the chief policy-making body for the doctoral program. Decisions regarding curriculum and program direction and development are within the jurisdiction of this committee. Three members of the PhD Committee serve as the admissions committee for the doctoral program.
MASTER OF ARTS IN POLITICAL SCIENCE

The Master of Arts Program focuses on the core scholarly areas of political science. Students specialize in one of four concentration areas: American government and politics, comparative government and politics, international relations, or public policy. Courses in the MA program serve as a foundation for work in a doctoral program or as preparation for careers in government, nonprofit organizations, or related work in the private sector.

DEGREE REQUIREMENTS

To earn the Master of Arts (MA) in Political Science degree at Northeastern, you must successfully complete 30 semester hours (typically 10 courses) of credit. Full-time students can expect to complete the degree within two academic years. Coursework is divided between 3 credits in a course required of all MA students, 12 credits within a chosen concentration, 3 credits outside the student’s area of concentration, and a remaining 12 elective credits. These requirements are described in more detail below. Additionally, full course listings can be found under the section Graduate Courses in the Department of Political Science located later in this guide.

Satisfactory progress in the MA Program includes maintaining a grade point average of 3.000. Students must attain a final cumulative grade point average of at least 3.000 in all course work to qualify for the Master of Arts degree. In addition, MA degree candidates must also obtain a grade point average greater than 3.000 in their concentration area, and any course in which a student earns lower than a C grade cannot be used to fulfill concentration area requirements. Please see page 27 in this guide for the full academic progress policy for our graduate programs.

CURRICULUM

The following is an outline of all curriculum requirements for the MA in Political Science. You will also find at the end of this guide a useful MA Course Requirements Tracking Sheet to help you in monitoring your progress toward graduation.

POLS 7202 Quantitative Techniques: All MA students are required to take POLS 7202- Quantitative Techniques. We recommend students take this required course as early in the program as possible.

Concentration Requirements

As stated above, all MA students are required to select one of four concentrations. Each concentration requires at least four courses. The following is an overview of each concentration and a brief description of its requirements.
American Government and Politics: The field of American government and politics studies the structure of the American system of governance, its institutions, processes for representation, and the broad dynamics of public policymaking. Students in this field will develop a thorough knowledge of the formal institutions of government, as well as an appreciation for the historical and philosophical foundations of the constitutional system, the societal factors that have shaped policymaking, and for the normative dimensions of democratic representation and effective government.

The following course is required of all students pursuing this concentration:

• POLS 7205 - Seminar in American Government and Politics: Focuses on major research approaches and corresponding academic literature in U.S. politics. Examines the scholarly analysis of key actors in U.S. politics, including the presidency, Congress, the judiciary, and political parties.

Additionally three other courses whose primary focus is American government must be chosen from the Department’s offerings.

Comparative Politics: Comparative politics focuses upon politics within and across nations. It examines and compares political structures and institutions, political culture development and democratization, as well as many of the challenging issues facing states today. MA students develop a solid understanding of how different kinds of political systems function and how to assess their impact on public policy and normative questions. They study the impact of culture and international politics upon political processes within nations; and they study the theory and methods for comparing nations. Students have the opportunity to focus on specific areas of the world as well as to develop a broad understanding of all types of political systems.

The following course is required of all students pursuing this concentration:

• POLS 7206 - Seminar in Comparative Politics: Focuses on major research paradigms within comparative politics, including political culture, structuralism, and rational choice. Examines major research fields in the discipline, including democratization, nationalism, ethnic politics, political economy, and political parties.

Additionally three other courses whose primary focus is comparative politics must be chosen from the Department’s offerings.

International Relations: The field of international relations is concerned both with relations that occur across national boundaries and with the patterns or structures according to which such relations take place. More specifically, international relations examines the actors, issues, and actions which have impacts beyond national boundaries. As an academic discipline, the field attempts to define these phenomena, explain the historical and present patterns of their occurrence, and illuminate the contexts in which certain patterns are likely to be experienced. As such, international relations looks not just to the actors and the systems within which their interactions take place, but it also attempts to ascertain
how the particular systems evolved, why particular actors at one time or another have somehow dominated international affairs, and how in their interactions various actors have contributed to shaping issues and patterns in international affairs.

The following course is required of all students pursuing this concentration:

- **POLS 7207- Seminar in International Relations**: Focuses on major research approaches and corresponding academic literature in international relations. Examines major fields of study, including international security, international regimes, international organizations, globalization, and international political economy.

Additionally three other courses whose primary focus is international relations must be chosen from the Department’s offerings.

**Public Policy**: The field of public policy focuses on the various strategies and actions that governments adopt to achieve broadly accepted goals. The public policy process often is conceptualized as a cycle of activities that include problem definition, agenda setting, enactment, implementation, and evaluation. Advanced study of public policy draws on perspectives and methods that are rooted in not only political science, but also law, history, economics, and other disciplines to allow for a comprehensive understanding of policy development as well as outcomes. Based equally on social scientific tools and an appreciation of politics, it equips the policy analyst with the ability to provide advice to public officials and advocates so that informed decisions can be made about public policy alternatives. While the focus of this field is on policymaking in the United States, a cross-national and international perspective is also included. Courses in this field cover the policymaking process, policy analysis, and substantive policy areas.

The following course is required of all students pursuing this concentration:

- **POLS 7204- Seminar in Public Policy**: Concentrates on the scope of the study of public policy, disciplinary contributions to policy analysis and the study of public policy, methods of policy analysis, and models of policy processes.

Additionally three other courses whose primary focus is public policy must be chosen from the Department’s offerings.

**Non- Concentration Requirement**

In order to broaden the overall perspective of every student to all the fields of the discipline, we require every student to take at least one course outside their area of concentration. Those students pursuing a concentration in comparative politics or international relations are required to take at least one course in American government, political thought, or public policy. Those students pursuing a concentration in American government and politics or public policy, are required to take at least one course in Comparative politics, international relations, or political thought.
Elective Options

Beyond the requirements listed above, MA students are required to complete an additional 12 credits as electives. These can be done as course work through any of the above mentioned concentration areas or within a number of other options pursued under advisement with the Department.

Research Courses: Though not required, we strongly recommend that students interested in pursuing doctoral studies, whether at Northeastern or elsewhere, take the following doctoral program core courses, **POLS 7200- Perspectives on Social Science Inquiry** and **POLS 7201- Methods of Analysis**. In addition to these two courses are other research methodology courses both within the department as well as other departments in the college to help prepare students for doctoral level work.

Courses in other programs: With prior permission from both departments, MA students may take up to six semester hours relevant to the student’s concentration in other graduate programs at Northeastern.

Directed study: MA students may take up to six semester hours as “directed study” in specialized areas. All directed studies are subject to the prior approval of the Department and Graduate School, and are generally not approved for subjects in which courses are offered.

Internship: MA students, with prior approval, can earn academic credit through a supervised internship experience that carries an academic component. MA students are limited to three semester hours of internship credit. A petition with appropriate approvals is required for all internships.

MA Thesis: MA students may pursue, with prior approval, an optional thesis of up to six semester hours of total credit. Thesis proposals must be approved by a thesis committee comprised of two full-time members of the graduate faculty and the Academic Coordinator of Graduate Programs. This process generally begins at the beginning of the semester prior to when the student plans on completing their thesis.

Residence Requirement: MA students are required to take at least 24 semester hours of credit as on-campus courses.

**PROGRAM STRUCTURE AND ADMINISTRATION**

The Master of Arts Committee provides general oversight for the program. Decisions regarding individual courses and minor program changes are within the jurisdiction of this committee. Major changes must be approved by the Political Science Department.
MASTER OF SCIENCE IN SECURITY AND RESILIENCE STUDIES

Beginning in the Fall 2014 semester, the Department of Political Science in collaboration with other departments and programs at Northeastern University will be offering a Master of Science in Security and Resilience Studies. Utilizing the interdisciplinary expertise of scholars from across Northeastern University, this degree will offer students the opportunity to explore such public and international issues as terrorism, homeland security, resiliency, and sustainability.

DEGREE REQUIREMENTS

To earn the Master of Science (MS) in Security and Resilience Studies degree at Northeastern, you must successfully complete 30 semester hours of credit. Full-time students can expect to complete the degree within one calendar year. Coursework is divided between 12 credits in core courses required of all MS students, 12 elective credits within a chosen specialization, and a 6 credit capstone course (with some experiential component). These requirements are described in more detail below. Additionally, full course listings can be found under the section Graduate Courses in the Department of Political Science located later in this guide.

Satisfactory progress in the MS Program includes maintaining a grade point average of 3.000. Students must attain a final cumulative grade point average of at least 3.000 in all course work to qualify for the Master of Science degree. Please see page 27 in this guide for the full academic progress policy for our graduate programs.

CURRICULUM

Core Courses
All students in the MS in Security and Resilience Studies will be required to take the 12 semester hours of coursework listed below. The entry course for the program is Security and Resilience Policy, developed and taught by Professor Stephen Flynn. This course introduces students to concepts and theories of Security and Resilience Studies and provides a foundation for further coursework in the field. It offers a unique theoretical foundation for security studies nationally. The other Core Courses are Controversial Issues in Security Studies, which is a one-credit seminar, International Security, and Critical Infrastructure Resilience, a newly-designed introductory course for non-Engineers developed with the College of Engineering.

- POLS 7341 Security and Resilience Policy (3 SH)
- POLS 7342 Security and Resilience Policy Toolkit (1 SH)
- POLS 7347 Controversial Issues in Security Studies (1 SH)
- POLS 7369 International Security (3 SH)
- POLS 7704 Critical Infrastructure Resilience (4 SH)
Concentration and Elective Courses
In addition, students will complete at least 12 additional credits in a chosen concentration, from the interdisciplinary list of elective courses (see below). This list of courses includes a wide variety of technical and scientific fields including cybersecurity policy, business sustainability, health care systems, urban sustainability, and infrastructure design. Students may petition the Program Director to include other elective courses on a case-by-case basis. Students may choose to define their own area of specialization or complete one of the pre-defined domain specializations below by taking three courses within that area.

Capstone Course
Students will have two options for completing their capstone project. First, students may complete a graduate Dialogue course during Summer 1 or 2 that would include an international experience for five weeks followed by two weeks of research and writing a capstone project paper. Second, students could conduct a capstone course research or consulting project under the supervision of a faculty adviser. (6 credits)

Concentration and Elective Course List

Administration, Management, and Policy
- POLS 7202 Quantitative Techniques
- POLS 7203 Techniques of Policy Analysis
- POLS 7301 Public Personnel Administration
- POLS 7302 Organizational Theory and Management
- POLS 7303 Public Budgeting
- POLS 7304 Economic Analysis and Institutions
- POLS 7305 Institutional Leadership and the Public Manager

Counter Terrorism and Conflict Studies
- CRIM 7242 Terrorism and International Crime (3 SH)
- SOC 7231 Sociology of Violence (3 SH)
- POLS 7343 Counterterrorism (3 SH)
- POLS 7344 Hard Power, Soft Power, and Smart Power (new course)
- POLS 7360 Ethnic Political Conflict (3 SH)
- POLS 7361 U.S. National Security Policy (3 SH)
- POLS 7363 Politics of Revolution and Change (3 SH)
- POLS 7364 Terrorism, Violence, and Politics (3 SH)
- POLS 7365 Totalitarian and Oppressive Government (3 SH)
- POLS 7366 Genocide in a Comparative Perspective (3 SH)
- POLS 7368 Crisis Politics (3 SH)
Cybersecurity Policy

- IA 5001 Cyberspace Technology and Applications (3 SH)
- IA 5010 Foundations of Information Assurance (4 SH)
- IA 5200 Security Risk Management and Assessment (4 SH)
- IA 5210 Information System Forensics (4 SH)
- IA 5240 Cyber Law (4 SH)
- IA 5250 Decision Making in Critical Infrastructure (4 SH)
MASTER OF PUBLIC ADMINISTRATION

The Master of Public Administration (MPA) Program has been preparing students for first-time employment and career advancement in the public and nonprofit sectors since its founding in 1969. The MPA Program is affiliated with the Department of Political Science as well as the School of Public Policy and Urban Affairs (SPPUA). Most of the courses and many of the faculty are in Political Science, while the student services component of the program is run through the SPPUA.

The Program is accredited by NASPAA, signifying that it meets the highest standards in curriculum, faculty, and student support for professional public administration graduate programs.

Faculty in the MPA program include full-time professors at Northeastern University as well as part-time adjunct lecturers who are practitioners in the respective fields of public administration.

DEGREE REQUIREMENTS

Graduates of the MPA Program must successfully complete 42 semester hours (usually, fourteen courses) of credit in a prescribed curriculum. Coursework is divided between 24 credits in eight required courses, referred to as the core, and 18 credits in six elective courses. For students without work experience, an internship is required and replaces one of the elective courses. You will also find at the end of this guide a useful MPA Course Requirements Tracking Sheet to help you in monitoring your progress toward graduation. Additional information about the MPA Program is available at: http://www.northeastern.edu/mpa/about-the-program/program-policies/

Satisfactory progress in the MPA Program includes maintaining a grade point average of 3.000. In addition, an overall grade point average of 3.000 is required in the core courses.

Core Courses: The following eight courses are required of all MPA students. Each core course is offered at least once a year. Students are encouraged to consult with their academic advisor when planning the sequencing of their core courses.

- POLS 7202  Quantitative Techniques
- POLS 7203  Techniques of Policy Analysis
- POLS 7301  Public Personnel Administration
- POLS 7302  Organizational Theory and Management
- POLS 7303  Public Budgeting and Financial Management
- POLS 7304  Economic Institutions and Analysis
- POLS 7305  Institutional Leadership and the Public Manager
- POLS 7306  MPA Capstone Seminar
Internship Requirement: MPA students with less than one year of full-time related work experience are required to complete an internship for academic credit (POLS 8407). Students will work with the academic advisor to identify and complete an internship.

Elective Courses: Students required to complete an internship have 15 elective credits (typically 5 courses). Students not required to complete an internship have 18 elective credits. Electives are offered in an array of areas, including public policy, nonprofit management, security studies, American government, and urban affairs. Most elective courses will be taken within the Department of Political Science, which offers courses both online and on-campus each fall and spring semester as well as the two summer terms. MPA students however can also seek elective credits in other departments or through directed studies with the permission of the program chair or their academic advisor.

Online and Hybrid Courses: MPA students may register for online or hybrid courses (offered primarily online but with in-person components) in the same way they would register for on-campus courses. Online and hybrid courses are equivalent to on-campus courses and carry the same academic credit. Students are not restricted in the number of online courses they may take for the MPA degree and some students complete the degree entirely through online coursework.

PROGRAM STRUCTURE AND ADMINISTRATION

The MPA Committee is the chief policy-making body for the program. It is composed of faculty from the Department of Political Science as well as the School of Public Policy and Urban Affairs. Decisions regarding curriculum, program direction and development are within the jurisdiction of this committee. The chair of the MPA Program supervises day-to-day operational matters and coordinates such activities as curriculum planning, program development, student affairs, and recruitment of adjunct faculty.
ACADEMIC RESOURCES AND SUPPORT

FINANCIAL AWARDS AND FELLOWSHIPS

Financial aid at Northeastern University is available through two major sources. First, the University’s Office of Financial Aid, located at 354 Richards Hall, provides information and applications for a number of university-wide, state, and federal grant and loan programs. Second, the Department of Political Science nominates students for financial support through Teaching Assistantships, Northeastern University Graduate Student Scholarships, Research Assistantships, and, for doctoral candidates, Senior Graduate Assistantships.

Students can find information on applying for loans, scholarships, and work-study opportunities through Northeastern University’s Office of Financial Aid in 354 Richards Hall or by calling (617) 373-5899.

Departmental Awards: Departmental financial support consists of Teaching Assistantships/Lecturer, CSSH Dean’s Scholarships, and Research Assistantships. We do not require a separate application for any of these awards. New students only need to indicate their interest in assistantship consideration on their admission application and continuing students will automatically be considered when funds are available. Award decisions are made by a committee of the department and are based upon merit. Final award determination is made by the Graduate School.

Students with financial awards through the Department of Political Science must maintain the minimum grade point average mandated by their particular program at all times. In addition, if receiving an incomplete grade in a course, an incomplete grade contract must be on file with the Graduate School and Registrar’s Office and all coursework to satisfy the incomplete must be completed within six weeks of the final exam week of the semester in which the incomplete was taken. Failure to comply with these rules will mean the loss of financial aid through the Department of Political Science. Additionally, students should refer to the specific terms of their award sent at the time the award is offered, including the maximum number of years a student is eligible for department controlled financial assistance.

Student Graduate Assistantships (SGAs) provide a tuition scholarship as well as a stipend in return for academic assistance to the department. Students with an SGA award may serve as teaching assistants by leading discussion sections in introductory undergraduate courses, grading student exams, responding to student questions, and supporting faculty research and teaching. Also, students with a SGA award may serve as an instructor by assuming all responsibilities for a class as the official instructor-of-record. Generally, students must have achieved PhD candidacy (passed comprehensive exams) to be an instructor. SGA awards are for ten or twenty hours of work per week, depending upon the terms of the award. The SGA stipend is slightly higher for those students who have achieved PhD candidacy. Students must be a full-time PhD student to receive a SGA award.
CSSH Dean’s Scholarships provide a tuition waiver covering a predetermined number of credits for each fall and spring semester. There is no work requirement. These Scholarships can only be awarded to full-time students.

Research Assistants (RAs) receive a tuition scholarship as well as a stipend in return for twenty hours per week of research assistance to a faculty member in the department. RAs are funded through grants received by faculty and are not available every year.

ADVISING

Academic advising is a critical part of a student’s experience in the graduate program. Advising is conducted by a designated faculty member and covers full-year planning of courses and general college and departmental policies. Advising will cover substantive questions in the student’s field of study as well as long-term academic and career planning. New students are assigned faculty advisors according to their intended area of specialization and the overall availability of specific faculty members.

The Department of Political Science requires that all provisional students and students placed on academic probation meet with their advisor before registration.

INTERNSHIPS

Internships are intended to provide work-related experience for students in areas where they may wish to pursue their careers. Graduate-level interns normally participate in professional activities such as administration, planning, research, policy formulation and implementation, and budgeting. Clerical and support tasks, by contrast, are to be kept to a minimum. At the same time, the intern should be provided an agency-wide perspective and gain exposure to a variety of tasks rather than become absorbed in a single narrow activity.

The internship experience is valued chiefly for its contribution to the educational process. Accordingly, monetary compensation, while desirable, should not be a factor in deciding on the desirability or appropriateness of different assignments. While the sponsoring agency or organization is encouraged to provide a stipend, such arrangements are at their discretion and a matter of negotiation between the intern and the sponsor.

The internship coordinator will work with the student to identify and arrange an appropriate internship. The internship coordinator may serve as the faculty advisor for that internship experience, or another faculty member may be assigned to serve as the advisor. The site supervisor at the internship agency will also be involved in oversight and assessment of the student’s internship experience.

Interns are expected to work a minimum of 300 hours over an academic semester. Interns are required to write a paper (minimum of 15 pages) on their experience in which they describe their internship activities and present an analytical discussion relating their internship to the academic curriculum. No
credit will be given for work done in a professional position already held by a student. Internships must be approved in advance of the internship semester by the internship coordinator by completing an internship application (found on the department website.)

Over the course of the academic semester, each intern will meet with his/her internship advisor at least four times to discuss the internship experience. If possible, several students engaged in internships may meet together with an internship advisor to share their experiences. Near the end of an internship the site supervisor will complete an evaluation and will be encouraged to submit a letter of recommendation to be included in the intern’s academic file. The internship advisor will assign a final grade based on the student’s performance in meetings and on the paper assignment as well as the appraisal by the site supervisor at the internship agency.

**DIRECTED STUDY**

A directed study is an individual reading and research course arranged between a student and faculty member. A directed study is an opportunity for more in-depth analysis of a particular topic or the study of a subject matter typically not covered in the department’s curriculum. Directed studies typically carry three semester hours of academic credit.

Prior to the start of a directed study, the student should complete the Directed Study form available from the College. This form will list required readings, writing assignments, and other work to be performed by the student, as well as the criteria for determining the student’s grade. This document represents a contract between the student and faculty member that clarifies the responsibilities and expectations of each party. The Directed Study form requires approval of the instructor, graduate program chair, and College graduate office.

**COLLOQUIA AND WORKSHOPS**

The department, as well as other entities at Northeastern University, sponsors guest lectures on a wide range of academic topics, and offers occasional workshops to improve skills important for graduate student performance and post-graduate employment. Information on any such events will be distributed via e-mail and posters, posted on the Northeastern calendar, or announced in class.
CAREER SERVICES

Do not wait until the semester before you graduate to think about your career after graduate school. It might be too early to apply for positions but it is never too early to gather career advice, explore options, make connections, and develop the skills and experiences you need for your desired career. The following are some of the many services offered to graduate students through our Career Services Office:

- Interviewing Workshops
- Curriculum Vitae and Resume writing advice
- An Internship Database (accessible through your MyNEU account)
- Internship and Career Fairs
- Forums and recruiting events related to careers in Government
- Numerous workshops and small-group career advising sessions

Visit the Career Services website for more specific information on advising and events, www.northeastern.edu/careerservices/.

STUDENT GROUPS

There are over 200 student organizations at Northeastern University covering a wide range of activities and interests. Most of them welcome participation by graduate students. For a full listing and information on how to become involved, please visit, www.northeastern.edu/studentactivities/.

Of these organizations, the following are especially likely to be of interest to our graduate students.

Political Science Graduate Student Association: "Poli Tea" is the name of the luncheon hosted by the Political Science Department's graduate student association. Each week, (usually on Wednesdays at noon,) Political Science graduate students come together to have lunch (free food!), talk politics, and listen to guest speakers.

Graduate Student Government: Graduate Student Government (GSG) is the official voice for graduate students at Northeastern University. They address concerns, raise awareness, and promote graduate student life on Huntington Avenue and abroad. Additional information can be accessed from the GSG website at http://www.northeastern.edu/gsg/.

International Relations (IR) Reading Group: The IR Reading Group is an informal and open reading group. The reading group, aside from collectively tackling some of the more difficult, but rewarding, texts in the IR discipline sees itself as a social activity, allowing graduate students to discuss issues with like-minded people while staying on top of current developments in IR. If interested and for further information contact Professor Natalie Bormann at n.bormann@neu.edu or stop by 309 Meserve Hall.

The Minority Graduate Student Association: The Minority Graduate Student Association (MGSA) serves as a catalyst in providing retention, support, and training for minority students currently pursuing a
graduate degree as well as those interested in pursuing a graduate degree. For more information and questions, please visit http://www.northeastern.edu/mgsa/.

PROFESSIONAL ASSOCIATIONS

Graduate students are encouraged to participate in professional associations relevant to their particular career goals. These associations publish a variety of journals; bulletins announcing local, regional, and national meetings, panels, calls for papers, and general reports; and newsletters containing short articles of interest, not to mention career advice and networking opportunities.

- American Political Science Association: www.apsanet.org
- American Society for Public Administration: www.aspanet.org
- Association for Budgeting and Financial Management: www.abfm.org
- Association of Collegiate Schools of Planning: www.acsp.org
- International Studies Association: www.isanet.org
- Network of Schools of Public Policy, Affairs, and Administration: www.naspa.org
- Urban Affairs Association: www.udel.edu/uaa
- Young Nonprofit Professionals Network: www.ynpnboston.org

The APSA and many of the regional political science associations have special graduate student membership fees. Dues for other organizations may be based upon gross income. Many offer resources at no cost.

PARTICIPATION IN PROFESSIONAL MEETINGS AND CONFERENCES

Students are encouraged to attend local, regional, or national meetings of their respective professional associations when possible and to the extent that doing so serves career goals. Doctoral candidates in particular are encouraged to present their research at such meetings whenever possible. The Department maintains a travel fund to assist graduate student participation in or attendance at professional meetings. Funding is available to all graduate students, with priority given to doctoral students offering papers. Students seeking funding must complete and submit an application form, available on the Department website by quarterly deadlines. Funding may also be available through the university’s Graduate Student Government as well as other sources.

LOCAL LEADERSHIP AND NETWORKING OPPORTUNITIES

Another way to become more involved, network, and have a positive influence on the community is to join locally based professional groups or to attend professional development training seminars. Our list below is far from exhaustive and you will find that many of these organizations have links to other opportunities that might better match your interests.

- Boston Young Nonprofit Professionals Network (http://ynpnboston.org/)
• The Commonwealth Seminar (www.masscs.org)
• The Environmental Leadership Fellowship Program (http://www.elpnet.org)
• The Graduate Consortium on Women’s Studies (http://web.mit.edu/gcws/)
• The New Leaders Council (www.newleaderscouncil.org)
• ONEin3 Boston (http://www.onein3boston.com)

**NU IDENTIFICATION CARDS**

Your Husky card serves as a master key to the major processes and services of the University. You will need to show this card in order to cash checks, borrow books, make payments, use physical education facilities, purchase parking stickers, use the library and gain entrance to University events. If you are a full-time or part-time student, you may obtain a student picture I.D. at Customer Service Center, 120 Hayden Hall or at other published locations during the start of the semester. You will need to present a photo identification card, such as a state license or passport.
PROGRAM RULES AND REGULATIONS

NORTHEASTERN UNIVERSITY ACCREDITATION

Northeastern University is accredited by the New England Association of Schools and Colleges, Inc., which accredits schools and colleges in the six New England states. Accreditation by the Association indicates that the institution has been carefully evaluated and found to meet standards agreed upon by qualified educators.

CHANGES IN PROGRAM RULES AND CURRICULA

The continuing development of the graduate programs in the Department of Political Science dictates occasional revision of curricula and program rules. When no hardship or disadvantage is imposed on the student because of changes, and when the offerings of the program permit, the student is expected to meet the requirements of the most recent Graduate Student Program Guide. However, if it can be demonstrated that doing so imposes a hardship or disadvantage, the requirements in the Graduate Student Program Guide of the year in which the student matriculated will be applicable.

STATEMENT ON ACADEMIC HONESTY

The Department of Political Science takes very seriously issues of academic dishonesty. According to the Student Handbook:

A necessary prerequisite to the attainment of the goals of the University is maintaining complete honesty in all academic work. Students are expected to present as their own only that which is clearly their own work in tests and in any material submitted for credit. Students may not assist others in presenting work that is not their own. Purchasing term papers from commercial firms or individuals is a serious violation of University policy. Offenders are subject to disciplinary action.

Academic dishonesty includes, but is not limited to, cheating on an examination, engaging in acts of plagiarism, stealing or destroying other students’ materials, and stealing or mutilating materials in the library. Such acts are against the spirit of scholarly inquiry and academic honesty. They harm other students and the reputation of the department.

Accordingly, any student in the graduate programs governed by the Department of Political Science who engages in an act of academic dishonesty shall at minimum be recommended for academic probation and shall receive a failing grade (F) for the course in question. The department also reserves the right to seek more severe sanctions, including expulsion from the university. Students should therefore make every effort to consult with faculty on appropriate standards for research and use of scholarly materials.
PROVISIONAL ACADEMIC STUDENT STATUS

Students who have been provisionally admitted into the MA or MPA program are required to register for the specific number of credits as outlined in their acceptance letter. To advance admission to a regular status, the provisional student must achieve at least a 3.000 grade point average in courses completed while a provisional student (No more than nine credits). Provisional admits who fail to meet the minimum standard outlined under provisional status will be withdrawn from the program.

SATISFACTORY PROGRESS AND ACADEMIC PROBATION

Satisfactory progress is defined as complying with the various procedures and requirements of the respective graduate programs. Among these requirements is grade point average in all three programs, and for the PhD program, timely progress in sitting for the comprehensive examination, completing an approved dissertation proposal, and submitting a dissertation. A student who fails to make satisfactory progress is placed on academic probation, which is a warning that the student may not be allowed to continue in the graduate program unless the deficiency is addressed.

As noted, satisfactory progress includes maintaining a specified grade point average. All master’s level students must maintain an overall cumulative grade point average of 3.000. All doctoral students must maintain an overall cumulative grade point average of 3.500. In addition, students are expected to successfully complete a minimum of two-thirds of attempted semester hours. Any student who falls below the applicable standard in one academic semester will be placed on academic probation and must consult with his or her academic advisor. Any student who falls below any applicable standard for two consecutive semesters is subject to dismissal from the graduate program.

Additionally, receipt of financial support administered by the Department, College, or University is contingent on satisfactory academic progress toward the degree and specific guidelines as published in the terms of award. Students who have ungraded courses or courses graded as incompletes risk no longer being eligible for financial aid awards.

TRANSFER CREDIT

Course work completed prior to attending Northeastern University: Students who earned graduate credit at U.S. accredited universities other than Northeastern prior to acceptance into a departmental graduate program may petition to have credits counted toward degree requirements at the University.

To receive transfer credit, a student must submit a written petition, including the appropriate Credit Transfer Request Form, to the Political Science Graduate Programs office along with a course description, official transcript and course syllabus. A grade of at least a “B” must have been received in the course in order for it to be considered for transfer credit. Also, transfer credit is granted only for graduate course work that is deemed to be relevant to the student’s area of study and the course
credits cannot have been used toward a prior degree. Final decisions for transfer credit are made by the Director of the Graduate School acting upon the recommendation of the department’s graduate program committee.

**Approval to take a course outside Northeastern University:** Students wishing to take a graduate course outside Northeastern University must seek prior approval from the departmental director of the graduate program. A written petition, including a course description and syllabus, should be submitted at least four weeks prior to the beginning of the semester in which the course would be taken. The course must be deemed to be relevant to the student’s field of study. Only courses that are not offered within the Department of Political Science or not comparable to those offered by the Department will be considered for transfer credit. Please note, courses taken in Northeastern’s College of Professional Studies are considered as external courses and will be adjusted based on a quarter to semester hour basis.

A student seeking transfer credit for coursework completed at another university during the student’s last semester should consult the graduate administrative coordinator about timing issues. Northeastern has graduation clearance deadlines that may make it difficult to transfer credit during a student’s final semester.

Master’s level students are limited to nine transfer credits. Doctoral students should consult the curriculum section of their respective program description in the guidebook as well as their academic advisors.

**UPPER LEVEL UNDERGRADUATE POLITICAL SCIENCE COURSES**

With the prior approval of the chair of the graduate program and graduate school officials, Master’s students may elect to take up to four undergraduate credits. Such undergraduate courses must be upper level and directly relevant to the student’s graduate program. This arrangement is only offered in rare circumstances in which other options do not exist for a specific student. Final approval is at the discretion of the Graduate School and the Office of the Registrar.

**REGISTRATION**

Registration begins two to five months prior to the start of the semester. Students are required to register through their MyNEU accounts. You can activate your account by going to www.mynetu.neu.edu, where you will need to register for a username and password. Prior to registration, students should consult with their academic advisor regarding course selection. All students must be officially registered for each course by the end of the second week of classes but earlier registration is strongly recommended.
WITHDRAWALS

In order to withdraw from a course, a student must officially drop the course through their MyNEU accounts. Students should be cognizant of deadlines published at the registrar both regarding when a course is dropped and when it is a withdrawal with a ‘W’ grade. Ceasing to attend class, or simply notifying the instructor of intention to withdraw, does not constitute an official withdrawal. Upon withdrawing or dropping a course students should consult with the Student Financial Services Office to determine the effect of the withdrawal on their student bill or financial aid.

INCOMPLETES

A student who is unable to complete a course within the semester due to extraordinary circumstances may ask for an incomplete from the faculty member teaching the course. Granting an incomplete is at the discretion of the faculty member. The student and faculty member should agree on coursework required to complete the course. The Student and faculty person must fill out an Incomplete-Grade Contract available at http://www.neu.edu/customerservice/form-inc-grade.pdf. A copy of this form will be kept on file with the College and the department. Failure to fill out this form could have impacts on current and future financial aid, as well as a student’s standing with his/her degree program.

All incompletes should be made-up within one calendar year. If an incomplete is made up after one calendar year, the student must petition the department as well as the Director of the Graduate School to receive course credit. There is no guarantee or assurance that such credit will be granted.

In addition, if someone receiving an assistantship or scholarship receives an incomplete grade in a course, all coursework to satisfy the incomplete must be completed within six weeks of the final exam week of the semester in which the incomplete was taken. Failure to comply with these rules will mean the loss of financial aid through the Department of Political Science and possibly other sources.

TIME LIMITATION

For all Master’s level students, course credits earned in the program of graduate study or accepted by transfer are valid for a maximum of seven years unless an extension is granted by the Director of the Graduate School, acting upon the recommendation of the Department of Political Science. Students may petition in writing through the department to the Director of the Graduate School for such extensions.

For doctoral students who achieve candidacy, there is a five-year limit for completion of the dissertation.

COMMENCEMENT CLEARANCE

You must initiate the commencement process by registering for graduation via your MyNEU account. The process usually becomes available in the fall semester prior to the year in which the student plans
to graduate. This will place your name on the commencement list and start the commencement process. You should register even if there is a chance that all your requirements will not be completed in time to graduate on a specific commencement date.

Students are responsible for ensuring that all grades have been recorded, all incomplete courses made up, and that petitions forwarded to the department or to the College have been acted upon prior to registration for graduation clearance. The student’s departmental file must also be complete with official transcripts from all undergraduate and graduate programs attended.

**PETITION PROCESS**

The following table specifies actions that require a petition, application, or form, supporting materials for the petition, and who must approve the petition. Department petition forms are available in this guidebook. Other required forms can also be found online through the respective office requiring the form.

Completed forms should be submitted to the Administrative Coordinator for Graduate Programs in Meserve Hall. *Students petitioning the Department for special consideration should always include a statement regarding their reason for the special request.*

<table>
<thead>
<tr>
<th>Request</th>
<th>Supporting Materials</th>
<th>Approvals Required</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Transfer Credit</strong> for courses taken outside Northeastern (including those taken in Northeastern’s College of Professional Studies)**</td>
<td>Graduate School Request for Transfer Credit (<a href="http://www.northeastern.edu/cssh/wp-content/uploads/2013/11/TransferCredit.pdf">http://www.northeastern.edu/cssh/wp-content/uploads/2013/11/TransferCredit.pdf</a>), official transcripts, course descriptions and/or syllabi.</td>
<td>Graduate program chair; Graduate School Officials; Registrar.</td>
</tr>
<tr>
<td><strong>Credit for graduate course outside the Department of Political Science but at Northeastern</strong></td>
<td>Department petition form (<a href="http://www.northeastern.edu/polisci/graduates/graduate-student-applications-and-forms/">http://www.northeastern.edu/polisci/graduates/graduate-student-applications-and-forms/</a>); course description or syllabus</td>
<td>Academic Advisor or Graduate program chair</td>
</tr>
<tr>
<td><strong>Credit for upper level undergraduate course</strong></td>
<td><em>Petition Registration Form (<a href="http://www.northeastern.edu/registrar/forms.html">http://www.northeastern.edu/registrar/forms.html</a>); course description or syllabus; Proof that similar course at graduate level is not an option.</em></td>
<td>Graduate program chair; Undergraduate instructor; Graduate School officials; Registrar</td>
</tr>
<tr>
<td>Request</td>
<td>Supporting Materials</td>
<td>Approvals Required</td>
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<tr>
<td>Course waiver of a program requirement</td>
<td>Completed petition form; official transcript, course syllabus, and other material to justify waiver</td>
<td>Graduate program chair</td>
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</tbody>
</table>
| Directed Study                              | Directed Study and Readings Form  
(http://www.northeastern.edu/cssh/wp-content/uploads/2014/01/CSSH-Directed-Study.pdf); written proposal outlining expectations, projects and readings | Graduate program chair; Sponsoring faculty member; Graduate School officials. |
| Leave of Absence (Non-Medical)              | LOA Form  
(http://www.northeastern.edu/registrar/form-gs-leave-pet.pdf) | Graduate program chair; Graduate School officials |
| Extension of seven-year limit to complete degree or Extension of five-year limit to complete Dissertation | Letter petitioning for extension; supporting documents; and detailed timeline outlining plan for timely completion of degree requirements | Advisor/ Readers; Graduate program chair; Graduate School officials |
| Master’s Thesis                             | Thesis proposal                                                                      | Graduate program chair; Both members of thesis committee |

**GRADING POLICY**

The Department of Political Science follows the grading policy established by the Graduate School as published in its General Regulations. The grading scale is from an A to a C-if credit is earned, with an F indicating unsatisfactory performance and no credit. Each letter grade has a grade point average assigned to it, ranging from 4.000 for an A to 1.667 for a C-.

If a student seeks to raise his/her grade point average, the option is available to retake a class. The grade point average earned in the repeat class will be used in place of the previous grade. No more than two courses, or six semester hours of credit, may be repeated or taken as additional courses in order to satisfy the requirements of the degree.
NORTHEASTERN UNIVERSITY’S ANTIDISCRIMINATION POLICY

Northeastern University is committed to a policy of equal opportunity for all students and employees without regard to race, color, religion, gender, sexual orientation, national origin, or handicap or veteran status. The University prohibits discrimination in all matters involving admission, registration, and all official relationships with students, including evaluation of academic performance.

DELIVERY OF SERVICES

The University assumes no liability, and hereby expressly negates the same, for failure to provide or delay in providing educational or related services or facilities or for any other failure or delay in performance arising out of or due to causes beyond the reasonable control of the University, which cases include, without limitation, power failure, fire, strikes by University employees or others, damage by the elements and acts of public authorities. The University will, however, exert reasonable efforts, when in its judgment it is appropriate to do so, to provide comparable or substantially equivalent services, facilities or performance, but its ability or failure to do so shall not subject it to liability.
GRADUATE COURSES IN DEPARTMENT OF POLITICAL SCIENCE

The following are courses listed in our online catalog for the current school year. However not all courses will be offered this academic year, and not necessarily when you are enrolled as a graduate student at Northeastern University. Departmental attributes, including required course and elective concentrations, are listed for each course. However, any graduate level course offered by the Department can be used to satisfy a general elective course requirement for any of the degree programs. For a full and up-to-date listing of courses and their descriptions please view http://www.northeastern.edu/registrar/.

<table>
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<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Required PhD</th>
<th>Required MA</th>
<th>Required MPA</th>
<th>Required SRS</th>
<th>Int'l Rel.</th>
<th>Comp. Pol.</th>
<th>Amer. Gov’t.</th>
<th>Pub. Policy</th>
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<tbody>
<tr>
<td>POLS 7200</td>
<td>Perspectives on Social Science Inquiry</td>
<td>X</td>
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<tr>
<td>POLS 7201</td>
<td>Methods of Analysis</td>
<td>X</td>
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<tr>
<td>POLS 7202</td>
<td>Quantitative Techniques</td>
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<tr>
<td>POLS 7203</td>
<td>Techniques of Policy Analysis</td>
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<td>POLS 7204</td>
<td>Seminar in Public Policy</td>
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<td>POLS 7205</td>
<td>Seminar in American Government</td>
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<td>POLS 7206</td>
<td>Seminar in Comparative Politics</td>
<td>X</td>
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<td>POLS 7207</td>
<td>Seminar in International Relations</td>
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<td>POLS 7215</td>
<td>Advanced Quantitative Techniques</td>
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<td>POLS 7216</td>
<td>Applied Cases in Advanced Quant. Methods</td>
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<td>American Political Institutions and Processes</td>
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<td>Congress and Policy</td>
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<td>The American Presidency</td>
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<td>POLS 7253</td>
<td>American Constitutional History or Theory</td>
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<td>POLS 7254</td>
<td>Campaigns and Elections</td>
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</tbody>
</table>
**FACULTY AND STAFF DIRECTORY**

**Full-Time Faculty in Department of Political Science**

**Department Chair**

**Mitchell A. Orenstein**  
*Professor of Political Science and Chair of Political Science Department*  
Ph.D., Yale University  
303 Meserve Hall  
617-373-2796  
m.orenstein@neu.edu  
Areas of Study: International Politics, Comparative Politics, Public Policy, Political Economy of Transition in Central and Eastern Europe, Pension Privatization, Economic Reform

**Full-time Faculty**

**Max Abrahms**  
*Assistant Professor of Political Science*  
Ph.D., University of California Los Angeles  
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Areas of Study: International Security, International Relations Theory, Asymmetric Conflict, Terrorism

**Amílcar A. Barreto**  
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Areas of Study: Comparative Politics, Ethnicity and Nationalism, International Law, Latino Politics

**Nicholas Beauchamp**  
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Ph.D., New York University  
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Areas of Study: American Politics, Political Psychology, Online and Social Networks, Political Methodology
Natalie Bormann  
*Academic Specialist*  
Ph.D., University of Newcastle upon Tyne, UK  
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Areas of Study: International Relation, European Politics, Transatlantic Relations, International Security

James J.T. Connolly  
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Areas of Study: International Relations, Nationalism, Model UN, NATO, and Arab Leagues

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Stephen E. Flynn
Professor of Political Science and Founding Co-Director, George J. Kostas Research Institute for Homeland Security
Ph.D. in International Relations, The Fletcher School of Law and Diplomacy, Tufts University
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Areas of Study: Catastrophic terrorism; maritime and port security; border control modernization; critical infrastructure protection; trade and transportation security

Denise Garcia
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Ronald D. Hedlund
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Denise M. Horn
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Areas of Study: Transnational Activism, Feminist International Relations, International Relations Theory, Democratization and Civil Society
Benedict S. Jimenez  
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617-373-4401  
b.jimenez@neu.edu  
Areas of Study: State and Local Public Finance, Fiscal Federalism, Public Budgeting, Performance Management and Strategic Management

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Areas of Study: Public Policy and Administration, Organization Theory, Science and Technology Policy

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617-373-4410  
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Areas of Study: American politics; public opinion; media and politics

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William F. S. Miles  
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Areas of Study: Comparative Politics, Political Development, Political Culture, Religion and Politics

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Areas of Study: Public Policy and Administration, Education Policy, State and Local Government

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617-373-4399  
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Areas of Study: Public Policy, Health and Mental Health Care, Social Welfare, Methodology, Community-Based Research, Student Leadership

Kirsten L. Rodine-Hardy  
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617-373-4411  
k.rodinehardy@neu.edu  
Areas of Study: Comparative/International Political Economy, International Relations, Comparative Politics, Europe
David E. Schmitt  
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617-373-4412  
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Areas of Study: Comparative Politics, International Relations, Northern Ireland, Ethnic Conflict, U.S. National Security Policy

Denis J. Sullivan  
Professor of Political Science and Director of Middle East Center  
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Areas of Study: Comparative Politics, Middle East Studies, Islamism, Egyptian Politics, Arab-Israeli Conflict

Michael C. Tolley  
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Areas of Study: Public Law, Judicial Process, Comparative Constitutionalism, American Politics

Thomas J. Vicino  
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310-P Renaissance Park  
617-373-2619  
vicino@neu.edu  
Areas of Study: Urban Public Policy, Political Economy of Metropolitan Areas, Suburbanization and Smart Growth, Globalization and the City
Dov Waxman
Professor of Political Science, Co-Director of the Middle East Center for Peace, Culture, and Development
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617-373-2796
waxman.d@neu.edu
Areas of Study: International Relations, Middle East Politics, the Arab-Israeli Conflict, Israeli Politics and Society, Jewish Politics, Diaspora Politics, Nationalism and Ethnic Conflict, Terrorism, U.S. Foreign Policy

Professor Emeriti

William Crotty
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301 Meserve Hall
617-373-2349
w.crotty@neu.edu
Areas of Study: American Political Parties and Elections, Political Representation and Public Policy, Democratization

Minton F. Goldman
Professor Emeritus
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617-373-2796
m.goldman@neu.edu
Areas of Study: Communist and Post-Communist Russian Politics and Foreign Policy; Communist and Post-Communist Political Development in Central/Eastern (Balkan) Europe; Western Europe, especially Britain, France, and Germany

Affiliated Full-time Faculty from other Departments at Northeastern

Barry Bluestone
Stearns Trustee Professor of Political Economy, Director of the Dukakis Center for Urban and Regional Policy, and Founding Dean of the School of Public Policy and Urban Affairs
Areas of Study: Political Economy, Income Distribution, Business and Industrial Policy, Labor-management Relations, Higher Education Finance, Urban and Regional Economic Development
Peter Boynton  
*Founding Co-Director of Kostas Research Institute for Homeland Security Northeastern University*

Areas of Study: Homeland Security

Christopher J. Bosso  
*Professor in the School of Public Policy and Urban Affairs*

Areas of Study: Science and Technology Policy, Environmental Policy, the Politics of Food Safety, Public Policymaking

Alan Clayton-Matthews  
*Associate Professor in the School of Public Policy and Urban Affairs*

Areas of Study: Economics, Quantitative Methodology, Public Policy, Social Welfare Policy

Laurie Dopkins  
*Director of Graduate Programs for School of Public Policy and Urban Affairs, Director of Online Operations for Master of Public Administration Program*

Areas of Study: Non-profit Capacity Building, Outcomes Measurement and Evaluation

Joan Fitzgerald  
*Professor in the School of Public Policy and Urban Affairs*

Areas of Study: Urban and State Economic Development, Urban Sustainability and Climate Change Policy and Planning, Workforce Development

Lori M. Gardinier  
*Associate Academic Specialist and Director of Human Services Program*

Areas of Study: Non-profit Program Planning, Development and Management, Tenant/landlord Law, Homelessness, Counseling and Advocacy Services for Victims of Domestic Violence

Greg Goodale  
*Assistant Professor in Communication Studies*

Areas of Study: Political Communication, Political Rhetoric, Legal Argumentation, Advocacy, and Citizenship

Richard Katula  
*Professor in Communication Studies*

Areas of Study: Political Communication, Political Rhetoric, Public Discourse

Ioannis Livanis  
*Lecturer for International Affairs Program*

Areas of Study: International Affairs, Comparative Public Policy, The European Union and Governance
Richard L. O’Bryant
Director of John D. O’Bryant African-American Institute
Areas of Study: Science and Technology Policy and politics, Urban and Regional studies and Politics, Urban and Community Technology, Community-Based Research

Daniel Urman
Visiting Scholar and Director of Executive Doctorate of Law and Public Policy
Areas of Study: Law and Legal Reasoning, Judicial Nominations and Processes, American Foreign Policy, American Politics

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617-373-2796 or b.chin@neu.edu

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617-373-2797 or j.joseph@neu.edu

Logan Wangsgard, Administrative Coordinator of Graduate Programs
305 Meserve Hall
617-373-4404 or l.wangsgard@neu.edu
# PHD COURSE REQUIREMENTS TRACKING SHEET

## Total Required Semester Hours: 48 credits

### Core Courses (Total of 24 Credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Semester Taken</th>
<th>Grade</th>
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<tbody>
<tr>
<td>POLS-7200</td>
<td>Perspectives on Social Science Inquiry</td>
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<td>POLS-7201</td>
<td>Methods of Analysis</td>
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<tr>
<td>POLS-7202</td>
<td>Quantitative Techniques</td>
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<tr>
<td>POLS-7215</td>
<td>Advanced Quantitative Techniques</td>
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<td>POLS-7204</td>
<td>Seminar in Public Policy</td>
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<td>POLS-7205</td>
<td>Seminar in American Gov’t and Politics</td>
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<td>POLS-7206</td>
<td>Seminar in Comparative Politics</td>
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<tr>
<td>POLS-7207</td>
<td>Seminar in International Relations</td>
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### Elective Field Courses (Total of 24 Credits)

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*Students with Public Policy as their primary field should complete POLS 7203, Techniques of Policy Analysis*
## MA COURSE REQUIREMENTS TRACKING SHEET

Total Required Semester Hours: 30 credits

<table>
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<th>Required Courses (Total of 6 Credits)</th>
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<tbody>
<tr>
<td>POLS-7202 (Quantitative Techniques)</td>
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One of the following (Concentration Seminars):

- POLS-7204 (Seminar in Public Policy)
- POLS-7205 (Seminar in American Gov’t and Politics)
- POLS-7206 (Seminar in Comparative Politics)
- POLS-7207 (Seminar in International Relations)

<table>
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<tr>
<th>Elective* Courses (Total of 24 Credits)</th>
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<td>Elective:</td>
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</table>

*A total of up to 2 relevant elective courses in other departments can be taken outside the Political Science Department. Additionally, most MA students take no classes online but up to two online courses can be taken toward the MA degree if the student chooses to pursue this option.*
# MS SRS COURSE REQUIREMENTS TRACKING SHEET

Total Required Semester Hours: 30 credits

<table>
<thead>
<tr>
<th>Required Courses (Total of 12 Credits)</th>
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<tbody>
<tr>
<td>POLS-7341 (Security and Resilience Policy)</td>
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<td>POLS-7342 (Sec. and Res. Policy Toolkit)</td>
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<td>POLS-7347 (Controversial Issues in Security Studies)</td>
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<td>POLS-7369 (International Security)</td>
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<tr>
<td>POLS-7704 (Critical Infrastructure Resilience)</td>
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<table>
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<tr>
<th>Elective* Courses (Total of 12 Credits)</th>
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<tr>
<th>Capstone Courses (Total of 6 Credits)</th>
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<tr>
<td>POLS-TBD</td>
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### MPA COURSE REQUIREMENTS TRACKING SHEET

**Total Required Semester Hours: 42 credits**

**MPA CORE COURSES (24 Credits)**

<table>
<thead>
<tr>
<th>Course Number and Title</th>
<th>Semester Taken</th>
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<tbody>
<tr>
<td>POLS 7202- Quantitative Techniques</td>
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<tr>
<td>POLS 7203- Techniques in Policy Analysis</td>
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<td>POLS 7301- Public Personnel Administration</td>
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<tr>
<td>POLS 7302- Organizational Theory</td>
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<tr>
<td>POLS 7303- Public Budgeting and Finance</td>
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<tr>
<td>POLS 7304- Economic Institutions and Analysis</td>
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<td>POLS 7305- Institutional Leadership</td>
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<tr>
<td>POLS 7306- Capstone in Public Management</td>
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AND

**PRE-SERVICE STUDENTS- INTERNSHIP AND 5 ELECTIVE* COURSES (18 Credits)**

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<tr>
<th>Course Number and Title</th>
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<tr>
<td>POLS 8407- Internship</td>
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**OR IN-SERVICE STUDENTS- 6 ELECTIVE* COURSES (18 Credits)**

<table>
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<th>Course Number and Title</th>
<th>Semester Taken</th>
<th>Grade</th>
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</table>

*A total of up to 2 relevant elective courses in other departments can be taken outside the Political Science Department under advisor approval.*
## GRADUATE STUDENT PETITION FORM

### Student Information

Today’s Date __________________
Name________________________ NU-ID#__________________________
Local Address _____________________________________________
__________________________________________________________
E-mail ______________________ Phone# ______________________

Program (Circle One) MA/ MPA/ PhD

### Request

Please outline your request below or on attached petition. Certain special circumstances, (such as transfer credits, directed studies, etc.) require different forms be completed with the Graduate School. If uncertain what steps to take, please refer to the Department program guide or contact the Administrative Coordinator of Graduate Programs.

______________________________________________________________________
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________

### Signatures

Please read the following and sign below: To the best of my knowledge, all the above and attached information is correct. Additionally, I acknowledge that I have read and understand all relevant program requirements as outlined in the program guide for the year in which I started my current graduate program, as well as any other official Northeastern regulations as outlined in other student handbooks.

______________________________________________________  __________________
(Student Signature) (Date)

Other Required Signatures

Academic Advisor*- Printed Name (Signature) (Date)

Program Chair- Printed Name (Signature) (Date)

*or other relevant faculty person consulted regarding petition