

PROGRAM GUIDE

GRADUATE PROGRAMS IN THE DEPARTMENT OF POLITICAL SCIENCE

**DOCTORATE IN PUBLIC AND INTERNATIONAL AFFAIRS
MASTER OF ARTS IN POLITICAL SCIENCE
MASTER OF PUBLIC ADMINISTRATION**

2008-2009

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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 strongly encouraged to consult with your academic advisor on a regular basis.

This publication is a companion piece to the four 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 on-line at <http://www.northeastern.edu/cas/graduate/pubs.html>

The *Graduate School of Arts and Sciences General Regulations* covers rules and regulations that apply to all graduate programs in the College of Arts and Sciences.

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.

Other useful sources of information

The Office of the Registrar: <http://www.neu.edu/customerservice/>
International Student and Scholar Institute: <http://www.issi.neu.edu/>
Graduate and Professional Student Association: <http://www.gpsa.neu.edu/>

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DOCTORATE IN PUBLIC AND INTERNATIONAL AFFAIRS

The Doctorate in Public and International Affairs provides theoretical and applied training related to the world of public affairs. The program blends political science and the study of public policy to prepare students as practitioners, researchers, and teachers. From political science, the program develops theoretical insights and research tools relevant to the study of political development and public affairs. From public policy, students study the process by which public policies are adopted and how the effective management of programs and agencies is achieved. This blend of political science and public policy is developed through a curriculum that combines international and comparative study with an analysis of U.S. politics and policy making. In addition, students complete a sequence of courses in research methods.

DEGREE REQUIREMENTS

The Ph.D. degree requires successful completion of 42 semester hours of academic credit in the curriculum described below. All doctoral students must successfully pass one written comprehensive examination and one oral examination. And, finally, all doctoral students must prepare successfully to defend the dissertation before a faculty committee.

Students who enter the program with a Masters degree *from another university* are required to complete a minimum of 27 semester hours of credit at Northeastern. The academic record of each applicant with a master's degree will be assessed and, in some cases, more than 27 credits may be required in order to prepare the student for comprehensive examinations and the dissertation.

Students who earn a Master of Arts or Master of Public Administration degree *from the Department of Political Science at Northeastern University* must complete at least 12 additional semester hours of credit to satisfy the overall course requirement of the Ph.D. program (dependent on the relevant courses taken and their field of study). Students also must satisfy course distribution requirements outlined below.

Satisfactory progress in the Ph.D. program includes maintaining a grade point average of 3.500. Students who fall below this average in one semester will be placed on academic probation and must consult with their academic advisor. Students who fall below this average in two consecutive semesters are subject to dismissal from the program.

Graduates of the Ph.D. program must have attained an overall grade point average of 3.500.

All students without relevant work experience are required to complete an internship (see below and **p. 21** for more details).

CURRICULUM

Each student completes a *core curriculum* composed of six courses (eighteen semester hours). In addition, each student chooses a *primary* field from among two substantive fields:

- U.S. Policymaking, Politics and Administration
- Comparative and International Politics and Policy

Core Curriculum

All students, regardless of primary field concentration, must complete the following six courses:

- POL G200 - Perspectives on Social Science Inquiry
- POL G201 - Methods of Analysis
- POL G202 - Quantitative Techniques
- POL G203 - Techniques of Policy Analysis
- POL G215 – Advanced Quantitative Techniques
- POL G350 - Seminar in Comparative and International Politics and Policy

Primary Field

All students choose one primary field and must complete the following courses within the field:

- *U.S. Policymaking, Politics and Administration*
All students concentrating in this area must complete

POL G204 - Seminar in Public Policy

In addition, POL G250 - American Government and Politics is recommended for any student with a limited background in American Politics.

- *Comparative and International Politics and Policy*
All students concentrating in this area must complete the core course POL G350 – Seminar in Comparative and International Politics and Policy plus one elective in a country or region (POL G370 through POL G384).

Electives

Elective courses provide an opportunity for students to pursue an area of interest in greater depth. Most electives are taken within a student's primary field; however, three electives may be outside the primary field. Courses numbered POL G250 through POL G349, as well as POL G390 and G392, are in the U.S. Policymaking, Politics and Administration field, while those numbered from POL G350 through G389, as well as POL G393 and G394, are in the Comparative and International Politics and Policy field. See the department website http://www.polisci.neu.edu/graduate/graduate_courses/ for a list of all courses.

Elective courses are typically completed within the Political Science Department, but courses of relevance to the student's interests may be taken in other departments and schools at the university with the permission of the chair of the Ph.D. program.

Elective courses also may include directed studies and internships. These learning opportunities are described later in this guidebook (see pp. 21). Doctoral students are limited to six semester hours of credits of directed study, and six semester hours of credit of internship. However, the total of these two types of learning experiences may not exceed nine semester hours of credit.

Internships

All students, regardless of concentration, must register for internship credit (POL G407) and complete an internship assignment involving at least 225 hours of work during the semester in question as well as an academic component supervised by a faculty member. This requirement can be waived only if a student has extensive prior experience in the student's area of focus.

RECOMMENDED SEQUENCE FOR COURSEWORK

In the *first year of studies*, all students are required to complete the following two courses:

POL G200— Perspectives on Social Science Inquiry (fall semester) and

POL G201—Methods of Analysis (spring semester).

In addition, it is recommended that students complete the remaining four core courses as soon as possible.

During the first year, students in the U.S. Policymaking, Politics and Administration field should complete POL G203 - Techniques of Policy Analysis, and POL G304 - Seminar in Public Policy. Students in Comparative and International Politics and Policy should complete POL G350 - Seminar in Comparative and International Politics and Policy during the first year.

All core courses must be completed by the end of the *second year of studies*

COMPREHENSIVE EXAMINATION

Successful completion of a comprehensive examination – which includes both written and oral components – is required. Students will register for POL G800 – Qualifying Examination Preparation, during the semester they take the comprehensive exam. Registration in this one course constitutes full time status for that semester in the doctoral program.

The written exam is based on the literature and research in the relevant field of study and on the student’s completed coursework in that field. The examination is four and half hours in durations, and consists of three questions: one in general political theory and methodology, one in a primary field (U.S. Policymaking, Politics and Administration or Comparative and International Politics and Policy), and one specialization question. An oral examination is given within two weeks after completion of the written examination, barring unexpected complications.

Examinations are offered in the Fall and Spring semesters as petitioned for by the candidate and agreed to by the Ph.D. program chair and the comprehensive examination committee. Students must petition to take the exam prior to the first day of the semester in which they plan to take it. Guidelines are available in the Graduate Program Office on the petition process as well as the comprehensive examination itself. In general, it is the student’s responsibility to consult with the Ph.D. program chair and the chair of the comprehensive committee to ensure adequate preparation for the exam. A reading list of major academic works in each primary field is also available in the Graduate Office.

DOCTORAL DEGREE CANDIDACY AND TIME LIMITATION

Doctoral degree *candidacy* is attained only after successful completion of all coursework, the written comprehensive examination, and the oral examination. A student has five years to complete the dissertation once doctoral degree candidacy is attained.

Once degree candidacy is attained, registration for both full- and part-time students 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 POL G890 - Doctoral Dissertation. For each semester beyond the two Dissertation registrations, the student must register for POL G899 – Doctoral Dissertation Continuation until the dissertation is approved by the Graduate School of Arts and Sciences and submitted to the University library. Students do not have to register for continuation during the summer unless that is when the defense occurs.

Status Report. At the beginning of each fall semester, post-comprehensive doctoral students must inform in writing (by letter or email) the chair of the Ph.D. program of their current contact information and an update on their progress in the program. This report will be placed in the student's file for reference purposes. A copy of this report must also be sent to the Graduate Administrative Assistant and the student's primary thesis advisor.

DISSERTATION

Doctoral dissertation requirements are fulfilled in several stages:

Forming the Dissertation Committee. The dissertation committee is put together by the student based on consultation with and the approval of the Chair of the PhD program. The committee is typically composed of three members and 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. In the semester immediately following attaining doctoral candidacy, students must attend a Dissertation Proposal Workshop sponsored by the Political Science Department. There is no formal course registration for this workshop beyond enrolling in POL G890, Dissertation. By the end of that first semester of candidacy, students will submit a dissertation proposal which must be signed by their thesis committee chair and the Chair of the PhD program. This written proposal will specify the topic, approach, and research design, describing the resources available for completing the research. Guidelines for preparing the proposal are available in the Graduate Program Office in 305 Meserve.

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 manuscripts and an integrative essay. Consult the Chair of the Ph.D. program for more information on these options. The dissertation must meet all requirements of the Graduate School of Arts and Sciences. Information about proposal formats is available in the Graduate Program Office in 305 Meserve.

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. Candidates must notify the Chair of the PhD program of their intention to defend their thesis at least 30 days before the intended defense date.

Submission. Once the dissertation has been successfully defended and is deemed complete by the committee, the student shall submit the completed manuscript to the University, following the precise guidelines for submission laid out by the College of Arts and Sciences. No degree can be granted until the University has formally accepted the dissertation.

FOREIGN LANGUAGE

Students must demonstrate language proficiency as is necessary for their field of study. Foreign language classes do not count toward degree completion.

PROGRAM STRUCTURE AND ADMINISTRATION

The Ph.D. Committee provides general oversight for the doctoral program. Decisions regarding individual courses and minor changes are within the jurisdiction of this committee. Major changes in the program are made by the Political Science Department. Three members of the Ph.D. Committee serve as the admissions committee for the doctoral program.

MASTER OF ARTS

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 political thought. 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 the private sector.

DEGREE REQUIREMENTS

Each student must earn 30 semester hours of academic credit to qualify for the Master of Arts degree in Political Science. All students must complete the course requirements of a concentration in the M.A. Program. These concentrations are described in more detail below.

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, M.A. degree candidates must also obtain a grade point average *greater than* 3.000 in their concentration area. Any course in which a student earns lower than a C grade cannot be used to fulfill concentration area requirements.

Satisfactory progress in the M.A. Program includes maintaining a grade point average of 3.000. Students who fall below this average in one semester will be placed on academic probation and must consult with their academic advisor. Students who fall below this average in two consecutive semesters are subject to dismissal from the program.

Not more than six semester hours of repeated and/or additional courses can be taken to fulfill degree requirements concerning grade point average.

CURRICULUM

All M.A. students are required to take POL G202, Quantitative Techniques.

Students interested in pursuing doctoral studies, whether at Northeastern or elsewhere, may also want to take the doctoral program core courses:

- POL G200 Perspectives on Social Science Inquiry
- POL G201 Methods of Analysis

Students then take a minimum of four courses in one of the four areas of concentration described below. The remaining courses may be taken as electives. Students may pursue an optional thesis worth up to six semester credits with the prior approval of the graduate program.

Courses in other programs: With permission, M.A. students may take up to six semester hours relevant to the student's concentration in other graduate programs at Northeastern University.

Directed studies: M.A. 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 graduate program, and are generally not approved for subjects in which courses are offered.

Internships: M. A. students, with prior approval, can earn academic credit through a supervised internship experience that carries an academic component (see pp. 21). M.A. students are limited to three semester hours of internship credit. A petition with appropriate approvals is required for all internships.

M.A. Thesis: M.A. 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 by the director of graduate programs (see pp. 13).

No student may take more than nine semester hours in any combination of directed studies, internships, or thesis.

M.A. PROGRAM CONCENTRATION AREAS

AMERICAN GOVERNMENT AND POLITICS

Professor Robert Gilbert, Concentration Chair

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, for the societal factors that have shaped policymaking, and for the normative dimensions of democratic representation and effective government.

Students in this concentration are required to complete at least *four* American Government and Politics courses.

The following course is required of all students. It may be waived with appropriate undergraduate preparation and substituted with a course from the list below.

POL G250, American Government and Politics

Three courses must be chosen from the following:

POL G251	American Legislative Process
POL G252	The American Presidency
POL G253	American Constitutional History and Theory
POL G254	Campaigns and Elections
POL G255	American Political Parties and Elections
POL G256	Politics and the Mass Media
POL G257	The Judiciary
POL G258	Interest Groups and Social Movements
POL G283	Trends in American Political Thought
POL G310	Administrative Law and Politics
POL G312	Intergovernmental Relations
POL G313	State Government
POL G314	Urban Government
POL G319	Business/Government Relations
POL G320	Theories of Political Economy
POL G321	Health Policy and Politics
POL G324	Problems in Metropolitan Policymaking
POL G330	Education Policy in the United States
POL G331	Environmental Politics and Policy
POL G332	Gender and Politics
POL G333	Science, Technology, and Public Policy
POL G355	Comparative Constitutionalism

POL G390	Topical Seminar in American Politics
POL G392	Topical Seminar in Public Policy and Administration

AND *one* course in Comparative Politics or International Relations from the following:

POL G325	Contemporary Issues in Third World Development
POL G326	Development Administration and Planning
POL G327	Comparative Public Policy and Administration
POL G351	Democratization and Governance
POL G350	Seminar in Comparative and International Politics and Policy
POL G352	Democratization: Basic Approaches
POL G353	Comparative Democracies
POL G354	Comparative Political Parties and Electoral Systems
POL G355	Comparative Constitutionalism
POL G356	Comparative Political Economy
POL G360	Ethnic Political Conflict
POL G361	War in International Perspective
POL G362	Nationalism
POL G363	Politics of Revolution and Change
POL G364	Terrorism, Violence, and Politics
POL G365	Totalitarianism and Oppressive Government
POL G368	Crisis Politics
POL G370	Government and Politics of Western Europe
POL G371	Government and Politics of Central and Eastern Europe
POL G373	Government and Politics of Russia
POL G376	Government and Politics of the Middle East
POL G377	Arab-Israeli Dispute
POL G378	Government and Politics of South Asia
POL G379	Chinese Politics and Foreign Policy
POL G380	Japanese Politics and Foreign Policy
POL G382	Politics of the Developing Nations
POL G383	Government and Politics of Latin America
POL G384	Government and Politics of Africa
POL G393	Topical Seminar in Comparative Politics
POL G394	Topical Seminar in International Relations

COMPARATIVE GOVERNMENT AND POLITICS

Professor Suzanne Ogden, Concentration Chair

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. M.A. 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.

Students in this concentration are required to complete at least *four* Comparative Government courses. The following course is required of all students:

POL G350	Seminar in Comparative and International Politics and Policy
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One course in a functional area from the following:

POL G325	Contemporary Issues in Third World Development
POL G326	Development Administration and Planning
POL G327	Comparative Public Policy and Administration
POL G351	Democratization and Governance
POL G352	Democratization: Basic Approaches
POL G353	Comparative Democracies
POL G354	Comparative Political Parties and Electoral Systems
POL G355	Comparative Constitutionalism
POL G356	Comparative Political Economy
POL G360	Ethnic Political Conflict
POL G361	War in International Perspective
POL G362	Nationalism
POL G363	Politics of Revolution and Change
POL G364	Terrorism, Violence, and Politics
POL G365	Totalitarianism and Oppressive Government
POL G368	Crisis Politics

One course in a geographical area from the following:

POL G370	Government and Politics of Western Europe
POL G371	Government and Politics of Central and Eastern Europe
POL G373	Government and Politics of Russia
POL G376	Government and Politics of the Middle East
POL G377	Arab-Israeli Dispute
POL G378	Government and Politics of South Asia
POL G379	Chinese Politics and Foreign Policy
POL G380	Japanese Politics and Foreign Policy
POL G382	Politics of the Developing Nations
POL G383	Government and Politics of Latin America
POL G384	Government and Politics of Africa
POL G393	Topical Seminar in Comparative Politics

The fourth comparative politics course may be chosen from among the functional and geographic courses listed above.

And *one* course in American Government and Politics from the following:

POL G250	American Government and Politics
POL G251	American Legislative Process
POL G252	The American Presidency
POL G253	American Constitutional History and Theory
POL G254	Campaigns and Elections
POL G255	American Political Parties and Elections
POL G256	Politics and the Mass Media
POL G257	The Judiciary
POL G258	Interest Groups and Social Movements
POL G283	Trends in American Political Thought
POL G310	Administrative Law and Politics
POL G312	Intergovernmental Relations
POL G313	State Government
POL G314	Urban Government
POL G319	Business/Government Relations
POL G320	Theories of Political Economy
POL G321	Health Policy and Politics
POL G324	Problems in Metropolitan Policymaking
POL G330	Education Policy in the United States

POL G331	Environmental Politics and Policy
POL G332	Gender and Politics
POL G333	Science, Technology, and Public Policy
POL G355	Comparative Constitutionalism
POL G390	Topical Seminar in American Politics
POL G392	Topical Seminar in Public Policy and Administration

INTERNATIONAL RELATIONS

Professor Amílcar Antonio. Barreto, Concentration Chair

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. No one individual can hope to understand in depth the vast array of issues which the field of International Relations encompasses. Therefore, scholars and practitioners tend to specialize. Some may choose to focus on particular issues in international relations, while others choose to specialize geographically. In the hope of offering students who choose the field of International Relations an understanding of the breadth and complexity of the field, both theoretical courses and courses focused on the foreign policy of individual states are offered.

Students in this concentration are required to complete at least *four* International Relations courses. The following course is required of all students:

POL G350 Seminar in Comparative and International Politics and Policy

One course in a functional area from the following:

POL G325	Contemporary Issues in Third World Development
POL G326	Development Administration and Planning
POL G327	Comparative Public Policy and Administration
POL G351	Democratization and Governance
POL G352	Democratization: Basic Approaches
POL G353	Comparative Democracies
POL G354	Comparative Political Parties and Electoral Systems
POL G355	Comparative Constitutionalism
POL G356	Comparative Political Economy
POL G360	Ethnic Political Conflict
POL G361	War in International Perspective
POL G362	Nationalism
POL G363	Politics of Revolution and Change
POL G364	Terrorism, Violence, and Politics
POL G365	Totalitarianism and Oppressive Government
POL G368	Crisis Politics

One course in a geographical area from the following:

POL G370	Government and Politics of Western Europe
POL G371	Government and Politics of Central and Eastern Europe

POL G373	Government and Politics of Russia
POL G376	Government and Politics of the Middle East
POL G377	Arab-Israeli Dispute
POL G378	Government and Politics of South Asia
POL G379	Chinese Politics and Foreign Policy
POL G380	Japanese Politics and Foreign Policy
POL G382	Politics of the Developing Nations
POL G383	Government and Politics of Latin America
POL G384	Government and Politics of Africa
POL G393	Topical Seminar in Comparative Politics

The fourth international relations course may be chosen from among the functional and geographic courses listed above.

And *one* course in American Government and Politics from the following:

POL G250	American Government and Politics
POL G251	American Legislative Process
POL G252	The American Presidency
POL G253	American Constitutional History and Theory
POL G254	Campaigns and Elections
POL G255	American Political Parties and Elections
POL G256	Politics and the Mass Media
POL G257	The Judiciary
POL G258	Interest Groups and Social Movements
POL G283	Trends in American Political Thought
POL G310	Administrative Law and Politics
POL G312	Intergovernmental Relations
POL G313	State Government
POL G314	Urban Government
POL G319	Business/Government Relations
POL G320	Theories of Political Economy
POL G321	Health Policy and Politics
POL G324	Problems in Metropolitan Policymaking
POL G330	Education Policy in the United States
POL G331	Environmental Politics and Policy
POL G332	Gender and Politics
POL G333	Science, Technology, and Public Policy
POL G355	Comparative Constitutionalism
POL G390	Topical Seminar in American Politics
POL G392	Topical Seminar in Public Policy and Administration

POLITICAL THOUGHT

Professor L. Gerald Bursey, Concentration Chair

The field of Political Thought encompasses the wide span of historical and intellectual contributions that delineate the nature of man in relation to social, economic, political, and legal institutions as well as psychological and cultural factors. Both the context in which the theories were generated and the applications and consequences of those theories are explored. The student who chooses political thought as a field will be expected to be aware of the differing views of the nature of the field, its scope, limits and methods. Mastery of the literature and techniques of the field should enable the student to deal with the internal complexities of an individual's thought, or with the history of an idea (or ideas), or with the relationship between ideas and the social and political context.

Students in this concentration are required to complete at least *four* Political Thought courses.

POL G280	Ancient and Medieval Political Thought
POL G281	Modern Political Thought
POL G282	Contemporary Political Thought
POL G283	Trends in American Political Thought
POL G332	Gender and Politics
POL G362	Nationalism
POL G363	Politics of Revolution and Change
POL G364	Terrorism, Violence, and Politics
POL G365	Totalitarianism and Oppressive Government
POL G391	Topical Seminar in Political Theory

THESIS

A student can elect to take up to six semester hours of credit for a masters thesis. Students interested in this option are encouraged to investigate the resources and possibilities afforded by the Department of Political Science and to consult with their faculty advisor.

The student must seek out a thesis committee consisting of a primary reader (who must be a regular, full-time faculty member of the Department of Political Science) and one other full-time faculty member at Northeastern. A thesis can be written only with the approval of the thesis committee and the chair of the M.A. Committee. Students who wish to do a thesis must submit a thesis proposal to the two prospective readers and the M.A. chair in the semester *preceding* registration for the thesis.

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 PUBLIC ADMINISTRATION

The Master of Public Administration (M.P.A.) Program has been preparing students for first-time employment and career advancement in the public and nonprofit sectors since its founding in 1969. The M.P.A. Program operates under the following mission statement:

The mission of the Master of Public Administration Program is to serve the needs of the public affairs community—including students, working professionals, faculty, and researchers—by providing a practice-oriented and research-based graduate educational experience. The faculty pledges the best instruction available in a set of courses designed to integrate theoretical foundations with practical skills. Our M.P.A. Program will prepare students to be effective in a dynamic and increasingly diverse professional environment. We also commit ourselves to assisting students in every possible way to secure internships, post-graduate employment, and overall career advancement. Students, in turn, are expected to meet high levels of academic excellence combined with ethical and professional integrity. Committed to the ideals of public service and advancing the public interest, we seek students who share the same enthusiasm.

The Program is accredited by the National Association of Schools of Public Affairs and Administration (NASPAA), signifying that it meets the highest standards in curriculum, faculty, and student support for professional public administration graduate programs.

Faculty of the M.P.A. 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 M.P.A. 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.

Satisfactory progress in the M.P.A. Program includes maintaining a grade point average of 3.000. Students who fall below this average in one semester will be placed on academic probation and must consult with their academic advisor. Students who fall below this average in two consecutive semesters are subject to dismissal from the program.

Graduates of the M.P.A. Program must have attained an overall grade point average of 3.000. In addition, an overall grade point average of 3.000 is required in the core courses. A total of six semester hours of repeated courses and/or additional courses may be taken in order to satisfy the degree requirements. Each course may be repeated only once. The initial grade received in a course which has been repeated as well as grades received for transfer credit, will be excluded from the final average.

M.P.A. students can earn academic credit through a directed study or internship. These opportunities are described later in this guidebook (see pp. 21). No student may take more than nine semester hours in any combination of directed studies or internships. A petition with appropriate approvals is required for all internships and directed studies.

With permission, MPA students may take up to six semester hours relevant to a student's academic plan in other graduate programs at Northeastern University.

CORE COURSES

The following eight courses are required of all M.P.A. students. Each core course is offered at least once a year. In the first fall semester of their studies, students with a political science background are encouraged to complete POL G305, Institutional Leadership and the Public Manager; in the last spring semester of their studies, students should complete POL G306, Capstone Seminar. Students are encouraged to consult with their academic advisor when planning the sequencing of their core courses.

POL G202	Quantitative Techniques
POL G203	Techniques of Policy Analysis
POL G301	Public Personnel Administration
POL G302	Organizational Theory and Management
POL G303	Public Budgeting and Financial Management
POL G304	Economic Institutions and Analysis
POL G305	Institutional Leadership and the Public Manager
POL G306	Capstone Seminar

Internships: M.P.A. students, with prior approval, may earn academic credit through a supervised internship experience that carries an academic component. The internship (POL G407) is required for all students without the equivalent of six months full-time experience in a government or non-profit setting. Internship assignments require at minimum 225 hours of work during the semester in question, and include an academic component approved and graded by a faculty member.

PROGRAM STRUCTURE AND ADMINISTRATION

The M.P.A. Committee is the chief policy-making body for the program. Decisions regarding curriculum, program direction and development are within the jurisdiction of this committee, with major changes subject to review and discussion by the full Department. The chair of the M.P.A. Program supervises day-to-day operational matters and coordinates such activities as curriculum planning, program development, student affairs, and recruitment of adjunct faculty.

COURSE SCHEDULE

Fall 2008

POL G303 Budgeting Monday, 5:15-7:45 p.m.	Wallin	MPA core
POL G325 Contemporary Issues in Development Monday, 5:15-7:15 p.m.	Miles	Elective
POL G350 Seminar on Comparative & Inter. Politics Monday, 5:15-7:15 p.m.	Barreto	PhD core
POL G305 Institutional Leadership Tuesday, 5:15-7:45 p.m.	Dukakis	MPA core
POL G202 Quantitative Techniques Tuesday, 5:15-7:15 p.m.	Rocheftort	Grad core
POL G394 US-EU Relations Tuesday, 5:15-7:15 p.m.	Bormann	Elective
POL G250 American Government Wednesday, 5:15-7:15 p.m.	Gilbert	Elective
POL G304 Economic Institutions Wednesday, 6:30-9:00 p.m.	Overlan	MPA core
POL G361 U.S. National Security Wednesday, 5:15-7:15 p.m.	Schmitt	Elective
POL G200 Perspectives on Social Science Inquiry Wednesday, 5:15-7:15 p.m.	Kay	PhD core
POL G281 Modern Political Thought Thursday, 5:15-7:15 p.m.	Bursej	Elective
POL G310 Administrative Law and Regulations Thursday, 5:15-7:15 p.m.	Tolley	Elective
POL G383 Latin America Thursday, 4:00-6:00 p.m.	Riveria-Ottenberger	Elective
POL G407 Internship	Rocheftort	
POL G800 Qualifying Exam Prep.	Portz	
POL G890 Dissertation	Portz	
POL G899 Dissertation Continuation	Portz	

Spring 2009
(subject to change)

POL G201 Methods of Analysis Monday, 5:15-7:15 p.m.	Hedlund	Ph.D. core
POL G356 Comparative Political Economy Monday, 5:15-7:15 p.m.	Hardy	Elective
POL G301 Personnel Monday, 5:15-7:45 p.m.	Fahey	MPA core
POL G318 Program Evaluation Monday, 5:15-7:45 p.m.	Dopkins	Elective
POL G203 Techniques of Policy Analysis Tuesday, 5:15-7:45 p.m.	Rocheftort	Ph.D. MPA core
POL G314 Urban Government Tuesday, 5:15-7:45 p.m.	O'Bryant	Elective
POL G394 International Relations Theories and Critiques Tuesday, 5:15-7:45 p.m.	Bormann	Elective
POL G204 Seminar in Public Policy Wednesday, 5:15-7:45 p.m.	TBA	Ph.D. Amer. core
POL G302 Organizational Theory Wednesday, 5:15-7:45 p.m.	Kay	MPA core
POL G215 Advanced Statistics Wednesday, 5:15-7:15 p.m.	Granberry	Ph.D. core
POL G393 Topical Seminar in Comparative Politics Wednesday, 5:15-7:15 p.m.	Staff	Elective
POL G306 MPA Capstone Thursday, 5:15-7:45 p.m.	Ahern	MPA core
POL G363 Crisis Politics Thursday, 5:15-7:15 p.m.	Bursey	Elective
POL G393 Collective Action, Political Resistance & Rebellion Thursday, 5:15-7:15 p.m.	Barreto	Elective
POL G407 Internship	Rocheftort	
POL G800 Qualifying Exam Prep.	Portz	

POL G890 Dissertation

Portz

POL G899 Dissertation Continuation

Portz

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 356 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 offers financial support through Teaching Assistantships, Northeastern University Graduate Student Scholarships, Research Assistantships, and, for advanced doctoral students, opportunities to teach courses as adjunct lecturers.

Students can apply for loans, scholarships, and work-study opportunities through Northeastern University's Office of Financial Aid in 139 Richards Hall or by calling (617) 373-3190. To be eligible for financial aid through this office, a student must maintain full-time student status and be a U.S. citizen or permanent resident alien.

Departmental Awards

Departmental financial support consists of Teaching Assistantships, Northeastern University Graduate Student Scholarships, Research Assistantships, and, for advanced doctoral students, opportunities to teach courses as adjunct lecturers.

Teaching Assistants (TAs) receive a tuition scholarship as well as a stipend in return for academic assistance to the department, such as leading discussion sections in introductory undergraduate courses, grading student exams, and supporting faculty research. Teaching assistants work approximately twenty hours per week.

Graduate Student Scholarships (GSS) provide a tuition waiver (a scholarship) of a predetermined dollar amount. There is no work requirement.

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.

Students wishing to be considered for these awards must complete an application form, which is available in the office of the Administrative Assistant for Graduate Programs. The priority deadline to be considered for these awards is *February 1st* for the succeeding academic year. Award decisions for TA, GSS and RA positions are made by a committee of the department and are based upon merit. Initial appointments are usually for a period of one academic year. Reappointment is dependent upon the student maintaining a satisfactory academic record, satisfactory performance in the assigned duties, the relative merit of the student compared to other students in the pool that year, and the availability of these awards from the University.

Adjunct lecturer opportunities are available for advanced doctoral students who are the instructors of record for a course and are responsible for all aspects of the course, typically an introductory course. Lecturers are hired either as Senior SGAs, in which case they receive tuition remission as well as an annual stipend for teaching three courses during the year, or as part-time instructors, in which case they receive a per course stipend only. Students seeking such a position should demonstrate their preparation to give lectures and perform other tasks required for a lecturer. This includes the delivery of at least two lectures in an undergraduate class and a recommendation from a full-time faculty member. Typically, this preparation will be done during one of the semesters in which the student

serves as a TA. All adjunct lecturer assignments are made by the Chair of the Department of Political Science in consultation with graduate program faculty.

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 a RA, TA, or GSS takes 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.

Students who accept a financial award from the Department of Political Science must maintain full-time student status at all times. For recipients of GSS awards, full-time status is defined by the university as a minimum of eight semester hours of credit per semester. Since the department's courses carry three semester hours of credit, full-time status means the student is typically registered for three courses, for a total of nine credits. For recipients of TA awards, full-time status is defined by the university as six or more semester hours of credit. For recipients of Senior SGA Lectureships, full-time status is defined as registration for dissertation or dissertation continuation credit.

The period of eligibility for a departmental award is limited. For a TA award, MA and MPA students are eligible for consideration for up to four semesters. For Ph.D. students entering with a bachelor's degree only, eligibility extends up to ten semesters. For Ph.D. students entering with a master's degree and receiving advance standing for such work, eligibility continues through the completion of required coursework.

Adjunct lecturer positions are available only to Ph.D. students and, typically, only after successful completion of comprehensive examinations. Continuation as a lecturer is dependent upon performance, available funding, and the teaching needs of the department.

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. *Students are strongly urged to speak to an advisor before registering for courses each semester.*

New students are assigned faculty advisors either according to their intended area of specialization or, if pursuing a generalist degree, alphabetically. Students are welcome to choose their own advisor by reviewing the fields of expertise of each faculty member. A change in advisor can be made after consultation with the prospective advisor and reporting the change on a petition form to the Administrative Assistant for Graduate Programs.

The Department of Political Science requires that all new students, provisional students, and students with an overall grade point average below 3.000 (3.500 for PhD students) meet with their advisor before registration.

INTERNSHIPS

Internship Coordinator: Professor David Rochefort

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 225 hours over an academic semester. While interns may choose to work more hours, they can earn no more than 3 semester hours of credit for a single internship. 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. A six-credit option is available that combines an internship with appropriate readings and assignments. 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. A petition form is required.

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.

Students with six-months of professional experience may petition to waive this requirement.

Current internship opportunities are located on the department website at http://www.polisci.neu.edu/internships_jobs/jobsearch. You can also contact the internship coordinator by email at internpol@neu.edu.

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 carry three semester hours of academic credit.

Prior to the start of a directed study, the student and faculty member must prepare a syllabus that outlines required readings, writing assignments, and other work to be performed by the student, as well as the criteria for determining the student's grade. The syllabus represents a contract between the student and faculty member that clarifies the responsibilities and expectations of each party.

Directed studies should be approved in advance of the semester in which the work will be completed.

A petition for a directed study should include the syllabus and must be approved by the chair of the graduate program and the sponsoring faculty member.

COLLOQUIA AND WORKSHOPS

The Department sponsors guest lectures on a wide range of academic topics and occasional workshops to improve skills important for graduate student performance, such as research and writing skills, and workshops that examine employment opportunities. Information on any such events will be distributed via e-mail and posters, and announced in class.

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. Important services for which association members are normally eligible include a personnel service, which lists positions available to political science and public administration students; a credential referral service, which maintains and distributes confidential credentials; and an annual placement service meeting which is a direct clearing house for jobs.

American Political Science Association: <http://www.apsanet.org>

American Society for Public Administration: <http://www.aspanet.org>

International Studies Association: <http://www.isanet.org/>

National Association of Schools of Public Affairs and Administration: <http://www.naspaa.org>

Links to other political science organizations are at <http://www.apsanet.org/PS/organizations/>

The APSA and many of the regional political science associations have special graduate student membership fees, ranging from \$5 to \$25. Dues for others may be based upon gross income.

PARTICIPATION IN PROFESSIONAL MEETINGS

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 from the Administrative Assistant for Graduate Programs, prior to attending. Funding also is available through the university's Graduate and Professional Students Association.

NU IDENTIFICATION CARDS

Your Northeastern I.D. 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**. You will need to present a photo identification card, such as a state license or passport.

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.

PROGRAM RULES AND REGULATIONS

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 is imposed on the student because of changes, and when the facilities 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 to the program's graduate committee and the chair of the department's graduate program that doing so imposes substantial hardship, 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 M.A. or M.P.A. program may take up to four courses under that status, with the approval of the graduate program. 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. In the M.P.A. Program, at least two of these four courses must be core courses.

LANGUAGE PROFICIENCY ASSESSMENT FOR INTERNATIONAL STUDENTS

The Department of Political Science seeks to ensure that all international students have the English language skills necessary for graduate level work. International students recommended for admission initially may receive a "conditional status," pending English language diagnostic assessment. Conditional status indicates that the student may not be admitted to degree candidacy until specified language requirements are met. Diagnostic assessment is conducted by the English Language Center in conjunction with the Department of Political Science prior to registration for courses. Students who have been determined to have requisite English skills for graduate work and who meet other admission

criteria will immediately obtain a “regular student status” and will be admitted to graduate course work and degree candidacy. Students whose English language assessment indicates a need for additional English language study are advised on the combination of graduate courses and English language courses needed for at least the first year of study. In cases where international students demonstrate a pressing need for English language study, it is required that English language courses be taken prior to any graduate level work in the Department of Political Science.

International students who have a degree from an institution abroad where the medium of instruction is English or who have an undergraduate degree from an American College or University are exempt from the above stated language assessment.

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 are grade point average in all three programs, and for the PhD program, timely progress in sitting for the comprehensive examination and submitting a dissertation proposal. 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 M.A. and M.P.A. students must maintain a grade point average of 3.000. All doctoral students must maintain a grade point average of 3.50. 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 this standard for two consecutive semesters is subject to dismissal from the graduate program.

Students should monitor their own academic records to ensure that they are meeting the standards of the program. Program personnel will monitor transcripts each semester and will report the failure to maintain satisfactory progress to the individual student, his/her advisor, and the chair of the graduate program.

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 an Arts and Sciences petition form, to the administrative assistant 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. Final decisions for transfer credit are made by the Director of the Graduate School in the College of Arts and Sciences 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. Courses taken in Northeastern's College of Professional Studies are considered transfer credit.

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

Masters students are limited to nine transfer credits. Doctoral students should consult the curriculum section of their respective program description in the guidebook.

UPPER LEVEL UNDERGRADUATE POLITICAL SCIENCE COURSES

With the prior approval of the chair of the graduate program and graduate school officials, masters 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.

REGISTRATION

All active students should receive registration materials in the mail approximately three weeks to a month before the start of classes. In addition, students will be asked to fill out address cards, commencement cards, and other informational cards. In an effort to make registration easier and more responsive, the university has instituted both online and telephone registration. You can register by phone at **617.373.8000** and follow the prompts. You can also access class registration at www.myneu.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.

If for any reason a student does not complete the telephone or online registration process, he/she will have an opportunity to register in person. Students can register on the Northeastern University Huntington Ave. campus during the appropriate times. Check with Brynn Thompson in 305 Meserve for times and locations. All students must be officially registered for each course by the end of the second week of classes.

WITHDRAWALS

In order to withdraw from a course, a student must fill out an official withdrawal form obtained at the Registrar's Office. Withdrawals may be made through the ninth week of the semester. However, withdrawals that are made after the fifth week of the semester will be recorded as a "W" on a student's transcript.

Students will be withdrawn as of the date on which the form is received by the Registrar's Office. Ceasing to attend class, or simply notifying the instructor of intention to withdraw, does not constitute an official withdrawal.

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. Students need to 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 GSAS and the department. Failure to fill out this form could have impacts on current and future financial aid.

The College of Arts and Sciences requires all incompletes to 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.

Masters students with financial awards through the Department of Political Science must maintain a 3.000 grade point average at all times. Doctoral students must maintain a 3.500 grade point average. In addition, if a RA, TA, or GSS takes 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.

TIME LIMITATION

For all masters degree 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 of Arts and Sciences, 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

Students who plan to graduate in January, May or August of an academic year *must inform the Registrar of their intent to do so*. You must initiate the commencement process by registering for graduation via your myNEU account. 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 Graduate School of Arts and Sciences 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, supporting materials for the petition, and who must approve the petition. Petition forms are available from, and completed forms should be submitted to, the Administrative Assistant for Graduate Programs in Meserve Hall.

Request	Supporting Materials	Approvals Required
<i>Transfer Credit</i> for courses taken outside Northeastern	Department and Graduate School petition forms; official transcripts, course description, syllabus, reading list and/or materials submitted for credit	Graduate program chair; Graduate School officials
Change Advisors	Completed Petition Form	New Faculty Advisor; Graduate program chair
Credit for <i>graduate course outside the Department of Political Science</i> but at Northeastern	Completed petition form; course description; course syllabus	Graduate program chair
Credit for <i>upper level undergraduate course</i>	Completed petition form; course description; course syllabus	Graduate program chair; Undergraduate instructor; Graduate School officials
<i>Course waiver</i> of a program requirement	Completed petition form; official transcript, course syllabus, and/or other material to justify waiver	Graduate program chair
<i>Directed Study</i>	Completed petition form; written proposal outlining project and timetable	Graduate program chair; Sponsoring faculty member
<i>Internship</i>	Completed petition form with description of internship duties	Graduate program chair; Internship coordinator; Internship advisor
<i>Leave of Absence</i>	Completed petition form	Graduate program chair; Graduate School officials
Extension of <i>seven-year limit</i> to complete degree	Completed petition form	Graduate program chair; Graduate School officials
<i>Masters Thesis</i>	Completed petition form; Thesis proposal	Graduate program chair; Both members of thesis committee

GRADING POLICY

The Department of Political Science follows the grading policy established by the College of Arts and Sciences 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.

FULL-TIME FACULTY IN THE DEPARTMENT OF POLITICAL SCIENCE

Amílcar Antonio Barreto, J.D., Ph.D., SUNY-Buffalo. Associate Professor. Comparative Politics, Ethnicity and Nationalism, Latino Politics, Formal Modeling.

Barry Bluestone, Ph.D., University of Michigan. Stearns Professor. Political Economy, Public Policy, Labor Economics, Industrial Relations, Regional Development. Joint Appointment with Sociology.

Christopher J. Bosso, Ph.D., University of Pittsburgh. Professor. American Politics, Public Policy, Legislative Processes, Interest Groups, Environmental Politics. Administrative Leave in 2008-2009.

L. Gerald Bursey, Ph.D., Harvard University. Associate Professor. Political theory (Ancient, Medieval, and Modern).

William Crotty, Ph.D., University of North Carolina, Chapel Hill. O'Neill Chair in Public Life. Political development, parties and electoral behavior, political representation.

Michael S. Dukakis, J.D., Harvard University. Distinguished Professor. Public Policy, Health Policy, State and Local Government, Public Management.

Denise García, Ph.D., University of Geneva, Assistant Professor. Comparative Politics, Latin America, International Relations, Civil Militray Relations, Arms Proliferation.

Robert E. Gilbert, Ph.D., University of Massachusetts, Amherst. Professor. American Politics, The Presidency, Mass Media.

Minton F. Goldman, Ph.D., Fletcher School of Law and Diplomacy. Professor. Comparative Politics, Russian and East Europe, Western Europe. On leave in 2008-2009.

Ronald D. Hedlund, Ph.D., University of Iowa. Professor. American Politics, State Legislatures, Political Behavior, Methodology.

William D. Kay, Ph.D., Indiana University. Associate Professor. Public Administration, Organization Theory, Comparative Public Policy, Science and Technology Policy

William G. Mayer, Ph.D., Harvard University. Associate Professor. American Politics, Electoral Behavior, Mass Media, Public Opinion.

Eileen L. McDonagh, Ph.D., Harvard University. Professor. American Politics, Gender and the Law, American Political Development, Methodology. On leave in 2008-2009.

William F.S. Miles, Ph.D., Fletcher School of Law and Diplomacy. Professor. Comparative Politics, Political Development, Development Administration.

Suzanne P. Ogden, Ph.D., Brown University. Professor. Comparative Politics (China, Japan), Environmental Policy.

Richard O'Bryant, Ph.D. MIT. Assistant Professor. American Politics, Public Administration, Urban Politics, Science and Technology Policy. Administrative leave in 2008-2009.

John H. Portz, Ph.D., University of Wisconsin, Madison. Professor. American Politics, State and Local, Urban Politics, Education Policy, Public Administration.

David A. Rochefort, Ph.D., Brown University. Professor. Public Policy, Policy Analysis, Health Policy, Social Welfare, Quantitative Techniques.

Kristin L. Rodine Hardy, Ph.D., University of California, Berkeley. Assistant Professor. Comparative Politics, International Relations.

David E. Schmitt, Ph.D., University of Texas. Edward W. Brooke Professor. Comparative Politics (Northern Ireland), Conflict Processes, U.S. National Security Policy.

Denis J. Sullivan, Ph.D., University of Michigan. Professor. Comparative Politics, International Relations (Middle East), Civil Society.

Michael C. Tolley, Ph.D., Johns Hopkins University. Associate Professor. American Politics, Public Law, Comparative Constitutionalism, Administrative Law.

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