Political Science Department Mission Statement

The mission of the undergraduate program in the Department of Political Science at the University of Cincinnati is to equip students with advanced understanding of politics within the United States and globally and to challenge established understandings in fundamental ways by developing critical thinking, written and oral communication, and methodological skills, and by examining normative and analytic theories with which to study public issues. The department's faculty and students engage in pursuit of knowledge at the nexus of theory and policy advancing UC’s overall institutional strengths in applied learning and discovery. The department’s undergraduate programs foster the highest professional standards in pursuit of new discoveries needed for success in academic and non-academic careers and provide the foundation and motivation for advanced thinking, problem solving and engaged citizenship in our local and global communities.

This handbook contains information about the Department of Political Science and its programs, policies and requirements. A copy of this handbook is available on the political science department webpage. Nothing contained in this handbook supersedes or otherwise alters any College of Arts and Sciences requirement.

Contents

I. Majors and certificates: Required curriculum
   Political Science major (POL)
   International Affairs major (INTA)
   Political Science minor
   Security studies certificate
   Cybersecurity certificate
   International human rights certificate
   BA/MA program in Political Science
   BIS Interdisciplinary Studies
   Other college certificates, minors or majors
   Methods Training
   Capstone
   Senior thesis
   College requirements

II. Important steps for majors: From declaring a major to getting a job
   Declaring a major or minor
Signing up for a certificate
Transferring to UC or changing majors
Staying in touch through the departmental Blackboard site
Advising
Checking your Degree Audit
Choosing courses: Course numbers and course load
Coursework in Semester Conversion
Individualized Advising Plans (IAPs)
Registering for courses
Evaluating courses
Graduating
Becoming an Alumnus of the political science department
Going to law school or into other legal fields
Going to graduate school
Getting a job

III. Honors, awards, and grants
Departmental Honors
Departmental High Honors
Pi Sigma Alpha Political Science Honor Society
Charles Phelps Taft Undergraduate Senior Research Fellowship
Taft Undergraduate Enrichment Awards
UC International Student Grants
Other UC honors
Phi Beta Kappa
National grants, scholarships or fellowships
College and university awards

IV. Student organizations
Political Science Students Association (PSSA)
Model United Nations team
Mock Trial Team
Phi Alpha Delta
Student government and other student organizations

V. Experiential Learning
Internships
Washington Center
Model United Nations Team
Mock Trial Team
Model APEC
Study Abroad
Institute for Policy Research
Individual Work

VI. Faculty
Faculty research and teaching
Department Head
Undergraduate Director
Graduate Director

VII. Department Policies
ACADEMIC FREEDOM
ACADEMIC INTEGRITY
ADVANCED PLACEMENT
GRADE CHANGE TIME LIMIT
TRANSFER CREDIT AND RESIDENCY REQUIREMENT

VIII. Appendix
2016-17 POL and INTA Checklists

I. Majors and certificates: Required curriculum
The department offers a major in Political Science, an interdisciplinary major in International Affairs, a minor in Political Science, and interdisciplinary certificates in Security Studies, International Human Rights, Legal Studies and Cybersecurity. The requirements for our majors and certificates, with complete lists of courses and recommendations for sequencing of courses, are published on the college website (see links below):

Political Science major (POL)
The Political Science major (POL) consists of 42 introductory and upper-level credit hours in American Politics, Comparative Politics, International Relations, and Political Theory, a Political Inquiry class (POL 1001 Power and Politics: Understanding the Political World). The Quantitative Reasoning general education requirement has to be fulfilled with one introductory STAT class (e.g. STAT 1031 or 1034) and a Quantitative Research and Data Analysis class (POL 3001C). Exceptions can be allowed with permission by the Director of Undergraduate Studies or the Advising Coordinator. For program requirements, go to:
http://www.artsci.uc.edu/departments/polisci/undergrad/major/smstr_program_detail_23.html

Run Degree Audit at https://catalyst.uc.edu/
(Log in with your 6+2 and password, then go to My Academics tab and click the link for “Get My Degree Audit” under the Audit, Grades and Transcript section of the page).

International Affairs major (INTA)
The International Affairs major (INTA) consists of 42 introductory and upper-level credit hours of required and elective coursework from political science, history, economics, geography and other disciplines, as well as additional 10-12 hours of advanced foreign language courses beyond the A&S requirement, all with a 2.0 GPA or higher. A list of selected general education courses are required to fulfill the Social Science, Historical Perspectives and Quantitative Reasoning general education requirements. These do not count toward the major coursework. The range in credits required depends on course selections, including the choice of foreign language studied. (Note that 3000 level literature and humanities classes taught in a foreign language may meet both INTA and Gen Ed requirements.) Exceptions can be allowed with permission by the Director of Undergraduate Studies or the Advising Coordinator. For program requirements, go to:
http://www.artsci.uc.edu/departments/interdisciplinary-studies/international_affairs.html

Run Degree Audit at https://catalyst.uc.edu/
(Log in with your 6+2 and password, then go to My Academics tab and click the link for “Get My
Degree Audit” under the Audit, Grades and Transcript section of the page.) Note that Degree Audits will be available for students to access in the Fall 2016.

**Political Science minor**
The political science minor (21 credits) introduces students to the breadth of this field through introductory courses in American and comparative government, international relations and political theory, and then offers students the opportunity to choose upper level courses depending on individual interests. The curriculum is available on the political science department homepage:

http://www.artsci.uc.edu/departments/polisci/undergrad/minor_cert/smstr_program_detail_328.html

When the student has declared a POL minor, it will show separately at the bottom of the degree audit listing major and gen ed. (BoK requirements). If unsure whether they have declared their POL minor, students can check this info and declare the minor online.

**Security Studies certificate (SSTD)**
Within the Security Studies certificate (21 credits), students can choose from Political Science and Interdisciplinary courses. For details visit the department webpage:

http://www.artsci.uc.edu/departments/polisci/undergrad/minor_cert/Why_Study_Security_Studies.html

**Cybersecurity certificate (CYBR)**
The department offers an interdisciplinary Cybersecurity certificate (12-36 credits). Please note that the certificate requires 50% or more of the required coursework to be completed from the College of Education, Criminal Justice, and Human Services. Further information about this certificate is available here:

www.artsci.uc.edu/departments/polisci/undergrad/minor_cert/cybersecurity.html

For program requirements, curriculum, career possibilities and other relevant info, go to:

http://cech.uc.edu/programs.html?cid=18CERT2-CYBR

**International Human Rights certificate (IHR)**
The certificate (21 credits) includes one core political science course in the Politics of Human Rights and a choice from twenty primary electives in four theme areas: (1) Philosophical, social, cultural and political perspectives on universal rights, (2) International laws and institutions, (3) Major threats, and (4) Rights of vulnerable groups. The IHR program outline is available at:

http://www.artsci.uc.edu/departments/polisci/undergrad/minor_cert/why_study_id_15.html

For list of courses offered go to International IHR’s Curriculum Guide:


Please, contact the IHR’s director Professor Stephen Porter (Stephen.Porter@uc.edu) to request approval for a senior project with a human rights focus or appropriate internship, service learning or study abroad credits toward the certificate.

**Legal Studies certificate (LEGS)**
This interdisciplinary certificate (18-24 credits) is being offered in partnership with UC College of Law. There are two required courses: POL 1090 Law, Politics and Society and LAW 2001 Introduction to Law and the Legal Profession. Additionally, students will have to take courses from two separate tracks Political Science and Interdisciplinary Pathways. For list of courses offered and details about
the requirements go to: [http://www.artsci.uc.edu/programs-degrees/minors.html?cpp=15CRT-LEGSC2&component=ecurriculum](http://www.artsci.uc.edu/programs-degrees/minors.html?cpp=15CRT-LEGSC2&component=ecurriculum).

Please, contact the Advising Coordinator and Legal Studies director Dr. Andrew Lewis ([Andrew.Lewis@uc.edu](mailto:Andrew.Lewis@uc.edu)) for any relevant information, required courses or to request advice about or approval of an appropriate internship, service learning or any other opportunities that would count toward the certificate.

### 3+3 BA/JD Program

The department plans to introduce a 3+3 or BA/JD Program in partnership with UC College of Law intended allow students to complete an undergraduate degree in the Department Political Science and a JD/ Law Degree in the College of Law for six years. Students should plan ahead of time and discuss this option with their advisor if interested to pursue this program. Contact the Undergraduate Director or Prof. Andrew Lewis ([Andrew.Lewis@uc.edu](mailto:Andrew.Lewis@uc.edu)) for further details.

### BA/MA program in Political Science

The BA/MA program allows undergraduate students who have elective hours in their senior year to begin taking graduate classes at that time. To that end, they need to submit their application to the BA/MA program at least two semesters prior to their expected graduation date. Upon successful admission to the BA/MA Program and after earning the BA degree, students will be formally admitted to the Graduate School and continue their graduate coursework. Students who are able to take two to three graduate courses in their senior year could complete their Master's degree in one additional year. [http://www.artsci.uc.edu/departments/polisci/undergrad/major/ba_ma.html](http://www.artsci.uc.edu/departments/polisci/undergrad/major/ba_ma.html)

### BIS Interdisciplinary Studies

Interdisciplinary studies is a unique degree program that offers students in UC College of Arts and Sciences (A&S) the opportunity to design their own programs of study in order to meet personal or career goals that cannot be achieved through established BS or BA degrees. Please contact John Brolley ([John.Brolley@uc.edu](mailto:John.Brolley@uc.edu)): [http://www.artsci.uc.edu/departments/interdisciplinary-studies.html](http://www.artsci.uc.edu/departments/interdisciplinary-studies.html)

### Other college certificates, minors or majors

Many POL or INTA majors choose other certificates, minors or double majors in fields including: Various area studies (Asian, Arabic, European, Heritage, Latin American, or Middle Eastern Studies), [http://www.artsci.uc.edu/departments/interdisciplinary-studies.html](http://www.artsci.uc.edu/departments/interdisciplinary-studies.html).

Other options include Women’s, Gender and Sexuality Studies: [http://www.artsci.uc.edu/departments/wgss/undergrad/major.html](http://www.artsci.uc.edu/departments/wgss/undergrad/major.html)

Journalism: [http://www.artsci.uc.edu/departments/journalism/undergrad.html](http://www.artsci.uc.edu/departments/journalism/undergrad.html)

Catholic studies: [http://www.artsci.uc.edu/departments/interdisciplinary-studies/catholic-studies.html](http://www.artsci.uc.edu/departments/interdisciplinary-studies/catholic-studies.html)

### Methods Training

Note that the Political Science department requires rigorous training in various methods. Those political science and international affairs majors who have enrolled in our programs after Fall 2016 will be required to take one STAT course (e.g. STAT 1034, 1031, 1035 or equivalent) and POL 3001C Quantitative Research and Data Analysis. These courses cover data analysis, the basic principles of data collection from samples and experiments, elementary probability, the application of the normal distribution to the study of random samples, statistical estimation, and an introduction to hypothesis testing. Students who have completed other similar methods courses or those who are unable to complete the sequence for medical reasons (e.g. documented disability), should discuss the completion of this requirement with the Director of Undergraduate Studies or the Advising Coordinator.
Additionally, political science and international affairs students who have enrolled in our program after Fall 2016 are also required to take POL 1001 Power and Politics: Understanding the Political World in their freshman or sophomore year to complete the Political Analysis requirement. Note that POL 3000 Political Inquiry: Approaches and Methods has been discontinued but will also fulfill the Political Inquiry: Approaches and Methods requirement. POL 1001 introduces students to the diverse approaches used to study politics. Students will become familiar with various sub-fields in Political Science, as well as the philosophical assumptions underlying different schools of thought about political inquiry. Students will learn how political scientists conduct research, and will be introduced to research designs that address core themes such as power, violence, identity, elections, representation, institutions, and policy-making, among others. This course is required for all political science and international affairs majors (except those who have previously completed POL 3000) and is open and recommended to other majors interested in studying power, politics and social inquiry.

**Capstone**

In their senior year majors must complete a capstone senior project that requires a research project, paper and presentation. Students need not wait until their last semester to register for a capstone, but should be nearing the end of their degree program, and should have completed POL 1001 (Power and Politics: Understanding the Political World) and POL 3001C (Quantitative Research and Data Analysis), in preparation for the capstone research project.

There are several ways to fulfill the capstone requirement. Note that students with a major GPA of 3.67 at graduation will qualify for high departmental honors if they either complete a senior thesis (POL 5000 and 5001) or complete a 7000-level POL seminar (with a B or higher).

**POL majors** have three capstone options:

1. They can complete one of the following 5000-level classes as their Senior Project (note that undergraduate students should not register for 6000-level POL classes to fulfill the capstone requirement): POL 5035C, 5111, 5115, 5123, 5131, 5132, 5136, 5161, 5154, 5165, 5168, 5176, 5177, 5180, 5183, 5184, 5186, 5189, 5193. The Political Science Department offers several 5000-level classes each semester taught by various Political Science faculty. Each 5000-level POL class counts only once toward the Area of Emphasis coursework; the class can also satisfy a requirement in the respective sub-field (e.g., American Politics, Comparative Politics, or International Relations) and the capstone requirement at the same time. Students can complete multiple 5000-level classes; only one will serve as a capstone. For further information on capstone offerings, students should visit the department’s schedule of classes: [http://www.classes.catalystatuc.org/search/](http://www.classes.catalystatuc.org/search/) (select Subject: POL Political Science/ Offering College: Arts & Sciences, McMicken)

2. POL 7000-level graduate seminar for undergraduate credit (one semester) with permission of instructor OR

3. POL 5000 and 5001 Senior Thesis (one- or two-semester long study subject to approval of supervising faculty and the Director of Undergraduate Studies)

**INTA majors** have even more capstone options:

1. They can complete one of the following 5000-level classes as their Senior Project: 5035C, 5131, 5132, 5161, 5164, 5165, 5168, 5176, 5177, 5180, 5183, 5184, 5186, 5189. The Political Science Department offers several 5000-level classes each semester taught by various Political Science faculty.
Students are able to choose a research topic within the course’s theme. Any 5000-level POL class counts only once toward the INTA Capstone & Groupings Requirement; however, the class can also fulfill a certain Groupings requirement (e.g. International Politics and Political Theory, Comparative Studies) while satisfying the capstone requirement. Students can complete multiple 5000-level classes; only one will serve as a capstone. For further information on capstone offerings, students should visit the department’s schedule of classes: 
http://www.classes.catalystatuc.org/search/ (select Subject: POL Political Science/ Offering College: Arts & Sciences, McMicken)

2. POL 7000-level graduate seminar with international focus for undergraduate credit (one semester) with permission of instructor OR

3. POL 5000-5001 Senior Thesis (one- or two-semester long study subject to approval of supervising faculty and the Director of Undergraduate Studies) OR

4. INTA majors may complete the capstone requirement for majors in geography or Asian studies (GEOG: 5000-5007; AIST: 5091). No history or economics capstone is allowed.

Senior thesis
One way that students can complete the POL or INTA major capstone requirement is by doing a one- or two-semester senior thesis. A one-semester long senior thesis requires registration for POL 5000, while a two-semester long requires registration for POL 5000 and then POL 5001 (both by permission of the Director of Undergraduate Studies). Students who have a major GPA of 3.67 or higher (and will thus graduate with high honors in the department by doing a senior thesis) and/or students who want to go on to graduate school are especially encouraged to do a senior thesis. Students should consider topics that build on upper level classes they have taken and approach faculty members who are doing related research and teaching to discuss and design their research proposals. Each student writing a thesis will need a faculty supervisor and a faculty reader. INTA majors can invite one of these faculty members from a core INTA field other than Political Science. A senior thesis student and the faculty supervisor and reader should clearly delineate in writing a proposal including expectations about the scope and schedule for the project. Faculty supervisors can decide whether they will grade each semester separately or use an IP (in progress) grade that will be changed to the final grade at the end of the second semester. Students should plan to have a draft of the entire thesis submitted to their advisor no later than week ten of the semester when they are going to complete the project (in case they take POL 5001 no later than October 1 for those who plan to graduate the same Fall semester and March 1 for those students who plan to graduate in the spring. Juniors contemplating a senior thesis should plan ahead in order to have a proposal developed and faculty ready to serve as supervisor and reader in time apply for the Taft Undergraduate Research Fellowship. More details are available here: http://webcentral.uc.edu/taftawards/programdetail.cfm?programid=23

Students must have a supervisor, a reader and a proposal approved by both prior to signing up for POL 5000.

College requirements
In addition to major requirements, students must complete college requirements. Please see: http://www.artsci.uc.edu/students/undergrad/advising/new_requirements.html
II. Important steps for majors: From declaring a major to getting a job

Declaring a major, minor or certificate
Declare or change to a political science or international affairs major, political science minor, and/ or SSTD IHR, LEGS, or CYBR Certificate by completing a declaration/ change of major or minor form on-line: http://www.artsci.uc.edu/students/undergrad/forms/declare_major.html

Students can declare a second major within A&S or a cross-college major here too. For cross-college students in particular, it is important to use the comments section at the bottom of the declaration page to note your "primary" college (e.g., DAAP, COB, CECH) and your "primary" major (e.g., planning, finance, criminal justice). Declaring a POL major or INTA major online will automatically enroll a student in the departmental Blackboard site, a valuable source of information from the department.

Transferring, transitioning to UC’s Main Campus or changing majors
Transfer or transition students should check in with their Political Science advisor or possibly with the Undergraduate Director if classes that might count toward the POL or INTA major appear under electives on your degree audit.

If students have completed at least three (3) credits of calculus sequence prior to becoming a UC political science or international affairs major, it is possible to accept this coursework toward your quantitative reasoning requirement. They should consult with their A&S College advisor and the Political Science Undergraduate Director for possible ways to accept other coursework toward quantitative reasoning. If you are considering graduate study in political science, you are encouraged to take one or several statistics classes (e.g. STAT 1031, 1034 or 1035 or equivalents) as electives, even if you have completed your math requirement with calculus. Also note that effective Fall Semester 2016 POL and INTA students are required to take POL 3001C (Quantitative Research and Data Analysis) as their second quantitative reasoning/ statistics class. Those students who have completed two STAT classes can request an exception to the requirement.

Political science credits taken at UC Blue Ash (UCBA) and Clermont College normally satisfy some major requirements. If they do not appear under the major on your degree audit, contact your A&S advisor to have them processed accordingly.

Staying in touch with the department
The Department of Political Science has a Blackboard site online. Go to: https://canopy.uc.edu/webapps/portal/frameset.jsp. Students automatically have access once they declare a political science or international affairs major (after a brief processing delay). This site is used to post important announcements, to publicize internships and grants, and to email occasional POL/INTA newsletters with important updates and opportunities for majors.

Effective Fall 2017, the Political Science Department will use Always UC platform to connect with students, faculty and alums. To access this portal visit: https://alwaysuc.cech.uc.edu/app and login with your student credentials (universal UC username and password). Then select settings and choose what options and modes of communications you would like to maintain with the department. Note important announcements, internships and grants, and other opportunities as well as important updates for majors will be posted there. Upon graduation, POL and INTA majors are encouraged to stay in touch via the Always UC web platform.
If you do not regularly use your UC email, update Blackboard with your preferred email address. **To check your Blackboard email address:** Click the “Personal Information” link on the left side of the "My UC" page. Click “Edit Personal Information.” Scroll down to the field labeled “Email Address.”

**Advising**

POL and INTA majors should contact their A&S college advisor Matthew Mack (email: Matthew.Mack@uc.edu) to discuss coursework that fulfills the general education and the major requirements. He will help declared majors with course selection and will guide them through the various requirements. More of the requirements are also explained on the department’s advising page: http://www.artsci.uc.edu/departments/polisci/advising.html

Matthew Mack will hold office hours in 1120 Crosley Tower. Other advisors in the College of Arts and Sciences are available in the advising office, French Hall West, 2nd floor, Mail Location 0037. Call for an appointment (typically 30 minutes) at least one day in advance 513-556-5860 or go online to your Blackboard "My Advisor" tab and then choose Starfish: http://www.artsci.uc.edu/students/undergrad/advising.html

For academic advising about professionalization, the selection of specific courses and pathways in the majors, certificates and other minors, as well as professional opportunities after graduation, see a departmental advisor. The current list of these advisors and their office hours is available on the bulletin board at 1100 Crosley Tower and on the department’s website: http://www.artsci.uc.edu/departments/polisci/undergrad/advising.html. If students cannot make it to office hours, they can contact advisors for an alternative appointment time or seek advice via phone or email. They can also contact the Advising Coordinator Dr. Andrew Lewis (Andrew.Lewis@uc.edu). Any student may request a different departmental advisor by contacting the Undergraduate Director. Please, note that faculty advisors are available to meet with students during Fall and Spring Semesters and will not hold regular office hours during Winter and Summer breaks as many of them may be on leave, research fellowships, conducting field research or travelling. In cases of emergency, students should contact the Undergraduate Director or the Advising Coordinator and understand that they also may also be unavailable to respond immediately. Students can also track their own progress through their Catalyst degree audit.

Each student’s advisor, although not professionally trained as a counselor, can help interpret major requirements, assist in course selection, provide graduate school information, and possibly answer some career related questions. For professional advice on career development, please visit the Division of Experience-Based Learning and Career Education (UC ELCE, 7th Level Joseph A. Steger Student Life Center, PO Box 210115), https://www.uc.edu/careereducation.html.

**Checking your Degree Audit**

The Catalyst degree audit system is a useful tool and can be accessed at: http://www.uc.edu/catalyst/resources/students.html (go to My Academics/ Audit, Grades and Transcript/ Get My Degree Audit/ View My Advisement Report/ My Academics). Please, note that the Degree Audit is not an official transcript. Additional details about progress in the major may be recorded during advising appointments in the electronic notes tab on your Catalyst degree audit. In such cases the degree audit may not contain all these details or changes, but the department’s advisor or program director will consult these notes when certifying that students have completed major requirements for graduation. Further instructions how to read and interpret degree audits is available the Undergraduate Advising Manual. Please understand that the degree audit has only consultative
function in tracking student progress toward major and degree completion.

Choosing courses: Course numbers and course load
See the curriculum guides for major as well as college requirements (see links above) before selecting courses each semester.

Students should complete the introductory (1000-level) course in the relevant political science subfield before taking upper level (2000-4000 level) courses in that subfield. Note that students do not need to take all of the subfield intros before taking any upper level courses, but should complete them as soon as possible.

1000 introductory courses
Note that introductory courses are not by definition easier than upper level courses. Their role in the curriculum is to provide overview and foundational knowledge about each of the main sub-fields in Political Science (e.g. American Government, Comparative Politics, International Relations, Political Theory and Legal Studies), and the methods of political inquiry.

2000-5100 upper level courses
Their role is to provide a more profound knowledge with greater focus on a specific aspect, issues or are of inquiry in Political Science.

5100-level courses
The Political Science department offers joint 5100- and 6000-level courses under the same topics (e.g. POL 5165 and POL 6065 Women and sustainable development). Undergraduate students should sign up for the 5100-level offerings to satisfy a capstone requirement or simply earn upper-level credit toward their major requirements. Graduate students should register for 6000-level classes. Each 5000-level class fulfills a capstone requirement and a sub-category requirement at the same time (e.g. American Politics, Comparative Politics and International Relations for POL students and International Politics and Comparative Studies for INTA students). When registering for these courses online, undergraduates must select three credits. Each 5000-level class adds only 3 credits toward the Area of Emphasis requirement. If they choose to take more than one 5000-level class, students need to consult with their major advisor and the course’s instructor.

7000 graduate seminars
Undergraduates may only take these graduate courses with permission of the instructor. (Instructor may need to sign an add slip, available in department office.) When registering for these seminars online, students will not be able to select undergraduate credits. If necessary, undergraduates may be required to sign a form (available in and in French Hall West, 2nd floor) or have credits evaluated in order to be allowed to take a graduate seminar for undergraduate credit. These forms (entitled “Use of graduate credit in partial fulfillment of the requirement for a Bachelor’s degree in the McMicken College of Arts and Sciences”) are to be turned in to French Hall West, 2nd floor, Mail Location 0037.

Choosing courses: Course load
A three-credit hour undergraduate course normally meets three hours per week in class and requires six hours per week of outside preparation. A standard academic load is five courses totaling fifteen credit hours—a 45 hour per week commitment of class time and outside preparation. No student should attempt to carry more than 18 credit hours in a semester. No more than 18 credits of Political Science courses may be taken in the same semester. Students carrying a full academic load each term can complete the 120 semester hours required for the B.A. in 8 semesters, normally spread over a four-
year period.

Students whose GPA in the major is below 2.5 or who are employed long hours during the regular school year are strongly discouraged from carrying a 15 or more hour academic load during the regular school year and would most likely need more than 8 semesters to complete the B.A. degree requirements. Students taking 4 courses, 12 credits per term, can finish in 10 semesters, which would require three summer semesters or a fifth year of enrollment. The recommended course load varies with the amount of each individual’s outside employment.

<table>
<thead>
<tr>
<th>Nonacademic commitments (hrs/wk)</th>
<th>Maximum recommended course load</th>
<th># of credit hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-5</td>
<td>5-6</td>
<td>15-18</td>
</tr>
<tr>
<td>6-15</td>
<td>4</td>
<td>12-15</td>
</tr>
<tr>
<td>16-24</td>
<td>3</td>
<td>9-12</td>
</tr>
<tr>
<td>25-33</td>
<td>2</td>
<td>6-9</td>
</tr>
<tr>
<td>34-40</td>
<td>1</td>
<td>3-6</td>
</tr>
</tbody>
</table>

Students may not count more than eighteen credits in one semester toward the major unless they receive prior written authorization from the Director of Undergraduate Studies or the Advising Coordinator.

This is the list of Political Science advisors working with POL and INTA majors, POL minors, and students pursuing various certificates:

http://www.artsci.uc.edu/departments/polisci/undergrad/advising.html

Registering for courses
To register for classes, please visit:

http://www.classes.catalystatuc.org/search/

Note that certain popular and required courses (especially POL 1001 and 3001C) fill quickly, so if you need them to graduate in the near future, please be sure to register at your earliest opportunity. Ideally students should take POL 1001 as soon as they select Political Science or International Affairs as their major. Soon after the completion of POL 1001, students should take their required STAT course (ideally in their sophomore year) and then complete POL 3001C as a part of their mid-collegiate experience.

<table>
<thead>
<tr>
<th>Term</th>
<th>Early Registration Open Date</th>
<th>Web &amp; In-person Open Date</th>
<th>Classes Start Date</th>
<th>Last Date to Register Online</th>
<th>Last Date to Drop Classes (100% refund)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2017-18</td>
<td>March 27, 2017</td>
<td>April 24, 2017</td>
<td>August 21, 2017</td>
<td>August 27, 2017</td>
<td>September 5, 2017</td>
</tr>
<tr>
<td>Summer 2017-18</td>
<td>February 23, 2018</td>
<td>March 5, 2017</td>
<td>May 7, 2017</td>
<td>May 13, 2018</td>
<td>May 22, 2018</td>
</tr>
</tbody>
</table>

For details about early registration, as well as deadlines to register, add or grade replace coursework and various fees, please visit 2017-2018 Semester-System Working Calendar at

http://www.uc.edu/content/dam/uc/registrar/docs/calendars/calendar_working_2017-18.pdf
Evaluating courses
Each instructor will provide course evaluations at the end of the semester. The instructor will leave the classroom and provide adequate time for students to fill out evaluations. These should be collected and returned to the Political Science Department’s Main Office (1110 Crosley) by a student volunteer in the class.

The evaluations are given to the instructor only after the grades for the semester have been submitted. Evaluations are used by the Department Head to monitor the quality of courses in the department and by individual instructors to assess and improve their own courses. Please fill these out thoughtfully and completely. Students’ objective feedback is most welcome and greatly appreciated.

Graduating
Seniors must APPLY FOR GRADUATION. If students miss these deadlines the college will not allow them to graduate until the next semester! The open dates and deadlines for graduation application cycles for AY 2017-18 are as follows:

<table>
<thead>
<tr>
<th>Term</th>
<th>Graduation Application Open Date</th>
<th>Graduation Application Close Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2017-18</td>
<td>August 22, 2017</td>
<td>September 9, 2017</td>
</tr>
<tr>
<td>Spring 2017-18</td>
<td>January 24, 2018</td>
<td>March 12, 2018</td>
</tr>
<tr>
<td>Summer 2017-18</td>
<td>May 8, 2018</td>
<td>June 13, 2018</td>
</tr>
</tbody>
</table>

Undergraduate Online Degree Application
Use the Online Degree Application: [http://www.uc.edu/commencement/checklist/apply.html](http://www.uc.edu/commencement/checklist/apply.html)

The department encourages students to regularly discuss their progress toward their major with their A&S advisor and possibly with their faculty advisor(s) and monitor closely their progress toward degree (see “advising” above). This is especially important when students approach the completion of their degree(s).

Becoming an Alumnus of the political science department
Political Science and International Affairs alumni are considered the department’s ambassadors all over the world and we would like to stay in touch with them throughout their lives. Once you graduate, please keep us updated on professional developments (especially if your affiliation and contact information changes frequently) and let us know if you are aware of any opportunities for our current students. Current majors should also make sure to keep the department updated with their academic and professional interests and accomplishments. Just email or talk with your professors and the Undergraduate Director about what you are doing. Additionally, please take a moment to create a profile, select your settings and stay in touch with us and via the Always UC web platform. To access this portal visit: [https://alwaysuc.cech.uc.edu/app](https://alwaysuc.cech.uc.edu/app) and register with your UC ID and password. Our goal in the future is to match successful alumni and outstanding students by creating multiple networks that provide additional opportunities.

Going to law school or into other legal fields
Many of our majors go on to get a JD. Students interested in law school should contact an advisor from the Pre-Professional Advising Center Staff by sending an email to preproadv@uc.edu or calling 513-556-2166. Interested students should start the process of meeting with pre-professional advisors in their freshman year. The Center organizes a series of workshops to share information with students about preparing for professional school and careers in law or the health professions. The students can
also make a one-on-one appointment to discuss their specific goals with our advisors. Additionally, the Pre-Professional Advising Center organizes Law School Application Workshop and Personal Statement Writing Workshop. For a list of available pre-law advisors and other relevant information, visit the Center’s page below: http://www.uc.edu/preproadvising/ppac-workshops.html

Also, make sure to sign up for the pre-law advising newsletter (email: PreProAdv@ucmail.uc.edu) and check the Pre-law resources and helpful links on the UC Pre-Professional Advising Center website: http://www.uc.edu/preproadvising/pre-law.html

The Council on Legal Education Opportunity offers summer workshops and law school admissions support for minority students http://www.cleoscholars.org

Pre-Law resources: http://www.findlaw.com

ABA Pre-Law Advising: http://www.americanbar.org/groups/legal_education/resources/pre_law.html


Majors with an interest in law have been involved with Mock Trial competitions, in which students play the roles of attorneys and witnesses in simulated courtroom disputes and are judged by practicing attorneys. Visit: http://www.ucmocktrial.com/ and if you have any questions please contact cincinnatimocktrial@gmail.com

Phi Alpha Delta is a pre-law group that arranges for practice LSAT exams, speakers and trips. The Pre-professional advising center provides a wide range of support as students prepare to be a competitive applicant to professional school: http://www.uc.edu/preproadvising.html

**Going to graduate school**
Our majors have recently gone on to graduate programs (MA or PhD programs) in political science, international affairs, geography, planning, Asian studies, women’s studies, law and public policy. Students considering graduate school should discuss their research interests with their faculty advisor and other faculty members whose research interests parallel their own.

For many students it is wise to take some time off between undergraduate and graduate studies (see information below on Americorps, the Peace Corps, and Public Allies). Those who want to go directly on to graduate school should start planning in their junior year. Applications usually include transcripts, GRE scores, letters of recommendation from faculty members, and a personal statement or essay. These should be ready to submit by late fall/early winter of the year you wish to commence graduate studies (deadlines vary by program).

Students contemplating graduate school should seriously consider doing a senior thesis or completing a 7000-level graduate seminar to fulfill the capstone requirement. These experiences will give students a sense of graduate level work and will give faculty members, who may be writing letters of recommendation, the best opportunity to evaluate student research potential.
Certificate in public opinion and survey research
http://www.artsci.uc.edu/departments/polisci/grad/posr_cert.html

MA in political science
http://www.artsci.uc.edu/departments/polisci/grad/masters.html

Ph.D. in political science
http://www.artsci.uc.edu/departments/polisci/grad/doctorate.html

MA/JD joint degree with the UC College of Law
http://www.law.uc.edu/prospective-students/academic-programs/jd/ma-political-science

Getting a job
Political science and international affairs majors have excelled in a variety of public and private sector careers, including state, local and federal government, law, party politics, secondary education, business, survey research, public relations and journalism.

The American Political Science Association lists dozens of careers for political science majors:
http://www.apsanet.org/CAREERS/Careers-In-Political-Science

UC’s Division for of Experience-Based Learning and Career Education (UC ELCE, 7th Level Joseph A. Steger Student Life Center, PO Box 210115) offers career guidance and counseling, on-campus recruiting, specialized courses, career fairs, computerized self-assessment tools and other resources to help you choose and prepare for your career:
https://www.uc.edu/careereducation.html

Many graduates benefit from one or two years doing paid service at home or abroad with one of the following organizations:
Public Allies http://publicallies.org/
Americorps http://www.nationalservice.gov/programs/americorps or
The Peace Corps http://www.peacecorps.gov/

UC’s DAAP offers a planning degree in conjunction with Peace Corps service:
http://daap.uc.edu/academics/planning/m_community_planning/us-peace-corps0.html

Other resources that might be helpful are the following books Careers and the Study of Political Science: A Guide for Undergraduates, The American Political Science Association, 2001 and Careers in International Affairs (Carland and Faber, 2008). For latest up-to-date data about the profession visit APSA’s webpage: http://www.apsanet.org/RESOURCES/Data-on-the-Profession.

III. Honors, awards, and grants

Departmental Honors go to graduates with greater than a 3.33 GPA in their major (POL or INTA).

Departmental High Honors are awarded to graduates with greater than a 3.67 GPA in their major (POL or INTA) who earn at least a “B” in an approved 7000-level graduate seminar or who complete
a senior thesis (POL 5000-5001) prior to graduation. High honors candidates may take the seminar as early as their junior year but need the instructor’s permission. Final GPA is computed at the end of the semester immediately preceding the semester in which the student expects to graduate—for April graduates at the end of Fall semester.

To take a 7000-level course, an undergraduate needs the permission of the instructor. Occasionally, instructors may need to sign an add slip; these are available in department mail room, 1106 Crosley Tower.) When registering for these seminars online, students will not be able to select undergraduate credits. Undergraduates may need to sign a form (again available in the Political Science department mailroom and in French Hall West, 2nd floor, Mail Location 0037) stating that you are taking a graduate seminar for undergraduate credit. These forms (entitled “Use of graduate credit in partial fulfillment of the requirement for a Bachelor’s degree in the McMicken College of Arts and Sciences”) are to be turned in to French Hall West, 2nd floor. Please, note that the four credit hours for this course cannot be applied to any graduate program if they are counting toward undergraduate credits, and the grade and quality points earned in this course will not be included in your undergraduate GPA.

**Pi Sigma Alpha Political Science Honor Society**
Pi Sigma Alpha is the national political science honor society. The department inducts new members into the national Political Science Honor Society Pi Sigma Alpha each spring term. Students who have met the following requirements may qualify: (1) they have completed 60 credits or more toward their total university credits; (2) they maintain a university and a major (POL and INTA) GPA of 3.3 or higher; (3) they have completed at least 18 credits of POL courses. There is a one-time membership charge of $35. The department invites eligible junior and senior POL and INTA majors to join this honor society and be recognized at a spring initiation ceremony, which in recent years has been part of the Political Science Student Association’s annual awards ceremony in the spring. For more information about Pi Sigma Alpha and its history see its website: [http://office2248.wix.com/pi-sigma-alpha](http://office2248.wix.com/pi-sigma-alpha)

**Eugene P. Ruehlmann Scholarship**
This scholarship named after Eugene P Ruehlmann, Mayor of Cincinnati who had tremendous impact on the City, supports a current Political Science major committed to excellence. The total award amount is $2,500; eligible to apply are declared political science majors in their second or third year who have demonstrated financial need. Although completion of all introductory level courses in Political Science (1001, 1010, 1040, 1060, 1080, and 1090) is not required, preference will be given to applicants who have completed or are currently taking as many of these courses (as well as POL 3001C) as possible. Effective AY 2016-17, there will be a centralized application for the Eugene Ruehlmann Scholarship due February 15. For more details contact the department’s coordinator (email: Pamela.Latham@UC.edu), the Director of Undergraduate Studies (email: Ivan.Ivanov@uc.edu) or the Advising Coordinator (Andrew.Lewis@uc.edu) or visit the scholarship’s website: [http://www.artsci.uc.edu/departments/polisci/ruehlmann/default.html](http://www.artsci.uc.edu/departments/polisci/ruehlmann/default.html)
The application deadline for AY 2017-18 is January, 15, 2018. Applications can be submitted online at: [http://www.artsci.uc.edu/students/undergrad/scholarships.html](http://www.artsci.uc.edu/students/undergrad/scholarships.html)

**Tolley International Human Rights Scholarship**
Named after Emeritus Professor Howard Tolley who for almost three decades US Constitutional Law, International Law and International Organization at UC, this fellowship supports a human rights service project, work experience, research or study abroad of no less than two weeks outside North America. The maximum award amount is $2,500 and applications are due December 1 by 5 pm. Current full time UC undergraduate student with a 2.7 or higher GPA with no delinquent obligations
are eligible to apply. The applications will be evaluated based on the merit of the proposal, the student’s record, and financial need and preference will be given to INTA and POL students and those pursuing IHR certificate, as well as students raised in the Cincinnati area with no prior travel abroad experience. Applicants are also encouraged to seek UC International Program Grant, William and Shirley Merke Study Abroad, and other A&S awards. Applicants are also required to report all other grants and scholarships received for the project to the IHR Certificate Program Director upon receipt of their award notification. Upon return from the travel abroad, students are required to submit expenditure receipts for reimbursement and also submit a report (two or more pages long) to the IHR Certificate Director highlighting the importance of the trip to their education.

The application package should include: Cover Page/Letter, Project Title, Student Information (Name, phone, email, UC ID, Date of birth, GPA, College, Projected graduation date, Academic Major, and certificate program), Country destination, Departure and return dates, Contact Information (Name, phone and email of your Faculty Program Director) and signed approval form with printed name, phone and email of UC Academic Advisor or faculty project mentor. Additionally, the students are required to submit Detailed Statement of purpose explaining the project (250-300 words) with a Narrative and Budget (Include applicant name and project title as page header). Contact your Academic Advisor and/or Program Director with a draft proposal and discuss the details. For more details contact IHR Certificate Director, Professor Stephen Porter, at Stephen.Porter@uc.edu or 513-556-2463 or visit the scholarship’s website: http://www.artsci.uc.edu/departments/polisci/tolley/default.html

Applications can be submitted online at: http://www.artsci.uc.edu/students/undergrad/scholarships.html

**Taft Undergraduate Enrichment Award**

The Charles Phelps Taft research center offers competitive Taft Undergraduate Enrichment Awards of up to $2,000 to enable students to undertake projects that will enhance their learning experience in their major field (applications for AY 2017-18 are due on November 6, 2018). Eligible projects include but are not limited to research expenses, travel to a library, archives, museum or conference, a language immersion program, or an organized field trip. This award is also available to undergraduate students who want to attend study abroad programs led by political science faculty. POL and INTA students are eligible to apply if they have completed at least 15 upper division credit hours in their major by the end of the current academic year. Seniors are eligible if the project funded will be completed by the first day of classes of the last semester prior to graduation.

Applications must be electronically through the Taft Research Center website. Each application must contain:

1. Download and complete the cover sheet;
2. Project description (300-350 words) which includes a clear research component and distinguishes student’s enrichment beyond any course credit that might be earned through the project. It should also detail specific anticipated impacts on applicant’s intellectual development;
3. Detailed budget and justification;
4. List of courses in your major, credit hours, and grades received;
5. Full Transcript or Grade Report;
6. Two letters of Recommendation from professors in Taft disciplines who can speak directly to how the project will enrich the student’s understanding of his or her major. Letters should be sent to the undergraduate program director in the applicant’s department, who will then upload the letters at the time of intradepartmental review;
7. Copy of Grant application from UC International, if the project involves international travel and is associated with an academic credit bearing experience (i.e., getting a grade).

Those who receive support outside Taft must report such funding to the Taft Faculty Chair upon receipt of award notification. For details about the application process, the reimbursement procedure and the report required upon the completion of the project, see the Taft website:

http://webcentral.uc.edu/taftawards/programdetail.cfm?programid=19

**Taft Undergraduate Research Award**

This competitive program provides research support in the amount of $2,000 to outstanding undergraduate scholars (applications for AY 2017-18 are due March 5, 2018). It is designed to create incentives for advanced research opportunities at the undergraduate level and to promote both an undergraduate intellectual community and scholarship in the humanities, broadly conceived. Students are required to engage in their particular research projects and present their research at the Taft Annual Research Symposium and the University of Cincinnati humanitiesNOW Graduate Conference in the spring. Award recipients will also meet once a month, as a cohort, to discuss their projects, intellectual or other related issues, as the core of the Taft Undergraduate Club. Students are required to meet no less than once per month with their faculty mentor and at least twice during the year with the Taft Center Director (typically as part of their monthly meetings). If a faculty member from the students department is currently a Taft Center Fellow, students are also expected to meet with that individual once per term to discuss their projects. Participating faculty members will receive $500 in remuneration for their time spent mentoring students. Awardees are required to register for POL 5000 and 5001 (3 credit hours per semester), for two sequential semesters. The coursework fulfills the POL and INTA capstone requirement. Students in their junior year, majoring in POL, INTA or another Taft discipline are eligible to apply for this award but must be in contact with the undergraduate program director if their discipline is not POL or INTA. Applicants must have a minimum 3.5 overall grade point average to be considered for this program.

Applications will be evaluated for the quality or promise of the applicant's work; the significance of the contribution of the proposed project; the organization, and description of the proposed project; the state of the research; the likelihood that the applicant will complete the project, and others. The applicants should arrange for two letters of support—one from the faculty mentor and another one a faculty member in their department. For selection guidelines and terms of the grant, please visit the award webpage:

http://webcentral.uc.edu/taftawards/programdetail.cfm?programid=23

**UC International Scholarship**

UC International offers student grants for education abroad projects. For the online application and more details, see:

http://www.uc.edu/international/study-abroad/preparing-to-go-abroad/scholarships.html

**UC International Diversity & Inclusion Scholarship for Study Abroad**

Up to $1,000 available to support students going abroad on approved academic programs. These funds are awarded via the UC International Scholarship. For details see:

http://www.uc.edu/international/study-abroad/preparing-to-go-abroad/scholarships.html

**National grants, scholarships or fellowships**

Here are lists of nationally competitive scholarships and related links:

Awards requiring endorsement: [http://www.uc.edu/nca/scholarships.html](http://www.uc.edu/nca/scholarships.html)
Awards requiring application: [http://www.uc.edu/nca/DirectApplyAwards.html](http://www.uc.edu/nca/DirectApplyAwards.html)

**Other UC honors**
Here is a quick guide to the other kinds of honors at UC.

The university gives “**Latin Honors**” at graduation [http://www.uc.edu/registrar/graduation/latin_honors.html](http://www.uc.edu/registrar/graduation/latin_honors.html)

These are based on your university GPA as follows:
University Grade Point Average between:

- 3.60 and 3.7499 Cum Laude
- 3.75 and 3.8999 Magna Cum Laude
- 3.90 and 4.0000 Summa Cum Laude

There is also a **University Honors Program** at the university, which admits outstanding freshmen as well as some current UC students. If you are interested in applying, see: [http://www.uc.edu/honors/prospective.html](http://www.uc.edu/honors/prospective.html)

**Phi Beta Kappa** is the nation’s oldest and most widely known academic honor society. The college chapter invites excellent students to join in their senior year. The department encourages students to accept this widely recognized honor. For more information visit the society’s website at: [https://www.pbk.org/web](https://www.pbk.org/web)

**College and university awards**
Recent graduates from the Political Science Department have won (often on multiple occasions) nationally competitive awards like Ralph Bunche, Clinton and Paradise Fellowships and several of UC’s most prestigious college and university awards: Presidential Leadership Medal of Excellence, the Eleanor Hicks Award for outstanding female graduate, the McKibben medal for outstanding male graduate, C-Ring Award to the Outstanding Graduating Senior Woman at UC, Marian Spencer Diversity Ambassador Award, Spirit of Community Award for A&S, Tolley Fellowship, Seasongood Good Government Foundation Internship and others.

Students are encouraged to apply for various college scholarships through the college website: [http://www.artsci.uc.edu/students/undergrad/scholarships.html](http://www.artsci.uc.edu/students/undergrad/scholarships.html)

**IV. Student organizations**

**Political Science Students Association (PSSA)**
POL and INTA majors can join the Political Science Student Association, which has organized events ranging from political film screenings to a discussion with former death row inmates, electoral debate watches and even a local poetry slam artist/activist. In the past they have organized a spring reception and awards ceremony to recognize many students’ accomplishments and say goodbye to graduating seniors. Most recently, PSSA serves as connection between current Political Science and International Affairs majors and successful UC alumni who can provide information about professional opportunities and mentoring to current and future students. This organization provides a great opportunity for students to get to know each other and get involved. The faculty advisor for PSSA is
Phi Alpha Delta is a pre-law group that arranges for practice LSAT exams, speakers and trips. The Pre-professional advising center can provide information.  
http://www.uc.edu/preproadvising.html

Student government and other student organizations
Many POL and INTA majors are involved in student government and other student organizations on campus. For a list of such organizations see https://webapps2.uc.edu/sa/sal/orglisting.aspx

V. Experiential Learning

Internships
Eligibility: POL and INTA students who want to pursue internships should be in good standing with 2.75 GPA or higher. They must complete successfully at least 18 credits in their major prior to the academic term during which they start their internship or the semester during which they enroll in INT 3001. Students should plan ahead and discuss this opportunity with their department advisor.

Availability: Internships are available locally, nationally and internationally. The Political Science Department maintains a database of internships. For additional information please, visit the Department’s page on Blackboard: https://canopy.uc.edu/webapps/portal/frameset.jsp or the Always UC portal at: https://alwaysuc.ceeh.uc.edu/

The Division of Experience-Based Learning and Career Education (UC ELCE) organizes regularly interview days on campus with prospective providers and can direct interested students to internships in Political Science and International Affairs. For details contact Prof. Brodie Theis at Brodie.Theis@uc.edu or 513-556-0387.

Internships offer Political Science and International Affairs majors the opportunity to enhance their learning opportunities and explore particular areas of interest related to these majors in a “real world” setting, while receiving academic credit. Political Science Department seeks to encourage its students to become well informed and involved in the political and policy process. For this purpose, the department makes available to its students (via Blackboard, Always UC, POL and INTA listservs, social media, etc) announcements of events that provide such opportunities for engagement (including campaigns and elections). The department does not endorse any political party, politician, or political position in doing so. Placements are available with agencies that are involved in a variety of areas, including law, government, and the electoral process, as well as diverse international, human rights, civic and public policy concerns. While there are no guarantees that successful internship will lead to a job offer, many have been able to land successful careers upon the completion of their internship(s).

How to Complete an Internship? There are two separate tracks:

The first track (strongly recommended by the Political Science Department and UC ELCE) consists of a two-term sequence. In the first term students will sign up for PD 2070. In this class they will explore Academic Internships (3 credit hours, in-class instruction). The course will teach them how to find internships, prepare successfully for an interview and succeed in the job; it will count toward the 120 total college credits but will NOT count toward any of the major requirements. During PD 2070 students will be offered opportunities to interview for various internship positions or find internships on their own. Then, students will register for the Internship for Academic Credit course. The course is online for the duration of the internship and includes on-line reflection work, assessment, and support
In order to earn 3 credits toward their major, POL and INTA students should sign up for the INT 3001 offering, a course whose modules are customized specifically for POL or INTA academic internships. Additionally, they complete a reflection paper (8-10 pages, 2,500-3,000 words) that surveys academic literature on the topic of their internship and explains the theoretical implications of their practical experience.

**The second track** is recommended for students who meet the following two requirements:

1. They have already arranged an internship program on their own and;
2. The project involves more that 120-150 hours of work on the site. In this case, the student will register for POL 4090 (if scheduled) or an INT offering of the internship course. Students should discuss the exact number of credits and other details with Dr. Ivan Dinev Ivanov, Director of Undergraduate Studies and Brodie Theis (Director of Academic Internships). Those who choose to complete this track can choose on their own if they want to complete PD 2070.

In order to earn up to 3 credit hours toward their major coursework, POL and INTA students should sign up for the INT 3001 or POL 4090 offerings (if scheduled), the course whose modules are customized for solely their majors. Additionally, they are required to complete a reflection paper (8-10 pages, 2,500-3,000 words) that surveys academic literature on the topic of their internship and explains the theoretical implications of their practical experience. Please, note that either POL 4090 or one INT class will count toward POL optional electives, the other experiential courses will count as free electives (and not toward the major).

As interns, students are expected to behave professionally and be aware of and observe norms of privacy and confidentiality in the internship workplace. Students who have taken advantage of the program have often found the experiential learning to be extremely helpful in making career decisions and in adding value to their resumes.

**Academic Credit** toward the POL and INTA majors can be earned only through INT 3001 or POL 4090 (3 credits only). These classes will count toward “Additional POL or INTA electives” coursework. Also, students who choose to complete International Human Rights Certificate (IHR) can apply 3 credits toward the “Core Requirement II: Internship/Capstone.” Students who complete Security Studies Certificate (SSTD) or Legal Studies Certificate (LEGS) should check in with their advisor to confirm if the internship is relevant and can be accepted toward their SSTD or LEGS coursework. Finally, students who complete POL minor CANNOT apply any internship credits toward their minor.

Division of Experience-Based Learning and Career Education has posted detailed information about Academic Internship Program including pathways to earn academic credit on their website: [https://www.uc.edu/careereducation/experience-based-learning/internship/course-offerings-and-pathways.html](https://www.uc.edu/careereducation/experience-based-learning/internship/course-offerings-and-pathways.html)

Helpful links to internships also can be found on the American Political Science Association’s website at: [http://www.apsanet.org/RESOURCES/For-Students/Internship-Resources](http://www.apsanet.org/RESOURCES/For-Students/Internship-Resources) and on UC ELCE’s website, which also allows you to sign up for an internship listserv: [https://www.uc.edu/careereducation/experience-based-learning/internship.html](https://www.uc.edu/careereducation/experience-based-learning/internship.html)

The UC Center for Community Engagement [http://www.uc.edu/cce.html](http://www.uc.edu/cce.html) is developing local intern placements. Please, note that the department does not officially endorse any of these internship opportunities. Students can submit their Internship Credit applications online at: [http://www.artsci.uc.edu/departments/polisci/undergrad/internships.html](http://www.artsci.uc.edu/departments/polisci/undergrad/internships.html)
For questions related to internship courses, please contact Prof. Brodie Theis, Faculty Advisor in the Academic Internship Program at Brodie.Theis@uc.edu or 513-556-5671. For questions related to the academic component of the internship, including the required reflection paper, please contact the Director of Undergraduate Studies.

Washington Center
Many UC students participate in the Washington Center program, which includes coursework and an internship in Washington, D.C. The campus liaison with the Washington Center is the Division of Experience-Based Learning and Career Education (UC ELCE). See their website for details: https://www.uc.edu/careereducation/experience-based-learning/internship/washington-center-internships.html

Washington Center students typically receive 15 UC credits and up to 6 of these credits could count toward the POL or INTA majors. Although these credits remain as Honors credits under electives on student degree audits, the undergraduate director can make a note in your departmental file and manually count applicable credits toward your major when certifying you for graduation. Before you go to Washington, be sure to discuss with the Director of Undergraduate Studies which course(s) you plan to take through the Washington Center, and upon your return to UC show your course syllabi and internship portfolio to the undergraduate director to ensure credit toward your major.

Model United Nations Team
UC’s Model UN Team participates in several national conferences and one international conference, learning about how the UN works by representing delegations from a variety of countries (recently, Venezuela, China, Lebanon, Syria, Iraq, Ecuador, Mali, Israel, Cambodia, Sierra Leone, Qatar, Djibouti, and FYR of Macedonia, and others) and working together to grapple with real-world problems, including nuclear proliferation, torture, and terrorism.

There are many POL and INTA majors on the Model UN team, but it is open to students from other majors. Interested students should sit in on a meeting to see if they would like to join. Contact the Model UN team’s faculty advisor, Dr. Rebecca Sanders (Rebecca.Sanders@uc.edu), to sign up for the Model UN Blackboard site (shared with the Political Science Students Association) to learn about the teams meetings and activities. Team members who register for International Law and Organization (POL 2088) in the fall may count their delegate portfolio as the required term paper: http://www.artsci.uc.edu/departments/polisci/undergrad/model_un.html

Mock Trial Team
Majors with an interest in law have been involved with Mock Trial competitions, in which students play the roles of attorneys and witnesses in a simulated courtroom dispute and are judged by practicing attorneys. For details visit: http://www.ucmocktrial.com/

Model APEC
POL or INTA students can get leadership experience through the APEC (Asia Pacific Economic Cooperation) Simulation, in which teams of our undergraduates lead local high school students from a
wide range of area schools in an interactive simulation of an APEC meeting, held annually on the UC campus: [http://www.artsci.uc.edu/departments/polisci/undergrad/model_apec.html](http://www.artsci.uc.edu/departments/polisci/undergrad/model_apec.html)

Model APEC is a student simulation of the Asia Pacific Economic Cooperation (APEC) forum. APEC’s 21 member countries range from Chile to Canada, Mexico to Malaysia, and Australia to China. The topics covered by APEC range from trade and investment to environmental and health concerns to global politics and the war on terrorism. Students interested in participating in this simulation should contact Professor Dinshaw Mistry (email: Dinshaw.Mistry@uc.edu or modelapec@uc.edu).

**Study Abroad**
We encourage students to study abroad and routinely count many of the credits our students earn abroad toward our majors. Be sure to discuss your study abroad program with your major advisor and/or the Undergraduate Director before you leave and upon your return to ensure that credits will be counted toward your major.

**Political Science Study Abroad Program in Brussels and The Hague**
Political Science department offers a faculty led-study abroad program in The Hague and in Brussels, where the students will visit numerous international institutions, attend hearings at international courts, and interact with officials and policy makers to discuss issues of international cooperation, European politics and global institutions. For further details and future offerings, contact Dr. Ivanov at Ivan.Ivanov@uc.edu. You can also visit the past programs’ webpages of to learn about this experience: [http://homepages.uc.edu/~ivanovid/abroad2017.htm](http://homepages.uc.edu/~ivanovid/abroad2017.htm) [http://homepages.uc.edu/~ivanovid/institutions.htm](http://homepages.uc.edu/~ivanovid/institutions.htm) [http://homepages.uc.edu/~ivanovid/cooperation.htm](http://homepages.uc.edu/~ivanovid/cooperation.htm)

UC International Programs offers practical information to students interested in studying abroad to help choose a program and plan for it academically and financially. UC International Programs also offers grants for study abroad. See their website: [http://www.uc.edu/international/programs.html](http://www.uc.edu/international/programs.html)

The University Honors Program website also has a list of competitive scholarships, including many to support study abroad: [http://www.uc.edu/honors/scholarships.html](http://www.uc.edu/honors/scholarships.html)

**Institute for Policy Research**
Students may find employment or valuable methodological experience at UC’s Institute for Policy Research (IPR) ([http://www.ipr.uc.edu/](http://www.ipr.uc.edu/)) The IPR’s primary line of business is public policy research. The IPR currently employs full-time professional staff members and undergraduate and graduate student workers; additional consultants are employed as needed.

The IPR is directed by Dr. Kimberly Downing and Dr. Eric W. Rademacher. Both serve as Affiliated Research Faculty in the Political Science Department. IPR’s research staff collaborates with faculty and staff representing diverse academic disciplines and with clientele at the national, state, regional, and community levels from the governmental and not-for-profit sectors. The IPR has established several well-known centers and programs, including: *The Ohio Poll*, a regular statewide RDD survey of Ohio adults which monitors public preferences on state and national policy issues. *The Online Analysis and Statistical Information System (OASIS)*, an innovative, Web-based tool that gives the general public and policy makers unparalleled access to public-release health and social science data; and *Health Landscape*, an interactive web atlas that enables health professionals, policy makers, academic researchers and planners to geographically combine, analyze and display information in ways that promote understanding and improvement of health and healthcare.
**Individual Work**

NOTE: No more than 3 credit hours of individual work or a total of 6 hours in all “special” course work (including individual work) should be applied toward major requirements. The department encourages students interested in pursuing individual research to consider doing a two-semester senior thesis (POL 5000 and 5001) rather than a one-semester individual work.

Upper division majors wishing to pursue a narrowly defined subject in more depth than is possible within a single course may ask a faculty member to supervise extensive independent reading for up to four credits in American Politics (4010), Political Theory (4040), Comparative Politics (4060), or International Relations (4080). The student must have completed basic course work in the area before proposing an individual work project. In order to obtain the necessary approval of both the supervising professor and the Director of Undergraduate Studies, the student must prepare a written proposal listing the materials to be read and providing a schedule of meetings with the faculty supervisor to discuss the course requirements (readings, assignments, papers, etc.). To receive academic credit, the student must complete a written report. Research topics should be generated by the student, although they may undergo modification during the process of discussion with a faculty member. The completed proposal signed by the supervising professor along with supporting narrative should be turned in to the Undergraduate Director for review by the last day of class in the semester before the work is to be taken.

The purpose of independent study is to provide scholarly opportunities for students who wish to pursue special academic interests that cannot be accommodated within the existing curriculum. Independent study is intended primarily for juniors and seniors who have already mastered basic materials in their specialized field of study within Political Science. It is an unusual opportunity for undergraduates to work one-on-one with a member of our faculty to design their own course with readings, research and written work tailored especially for them. Individual instructors provide such work on a voluntary basis, but not all students and interests can be accommodated. Individual Work is not a way of accommodating students who cannot fit a particular course into their schedule; it is not a way of taking a course that they have been closed out of; and most assuredly, it is not an easy way of getting three or more Political Science credits. Yet, it can be a most fulfilling academic experience for sincere students who feel they have the drive and interest to engage in serious academic pursuits outside of the ordinary framework of the classroom. Generally three hours of work per week are expected for each hour of academic credit earned through the individual work, so the typical workload would be 9 hours per week for a 3-credit independent study.

In exceptional cases, individual instructors may agree to supervise an independent study that includes an internship component, such as programs at the State Department or opportunities at other government agencies. In these cases, the independent study would also require a modified academic component (as described above). The Director of Undergraduate Studies will approve such an arrangement only in special circumstances and only with the strong support of the student’s supervising instructor.

**VI. Faculty**

**Faculty Research and Teaching**
The faculty members of the Department of Political Science have research and teaching expertise in American Politics, survey methodologies, international and homeland security studies, law and human
rights, religion, media, gender, identity and politics, Asian and European studies, public and environmental policy, among other areas. Political Science faculty have won university-wide awards for teaching, research and student-faculty relations and have been Fulbright Scholars in Austria, Canada, India, the Netherlands, South Africa, South Korea, the United Kingdom and Turkey.

Please see the departmental website to learn more about faculty publications and research. This is particularly important if you are considering a senior thesis, because you should work with a faculty member with expertise related to your proposed thesis topic.

**Department Head**
The Department Head is Professor Richard Harknett. His email is Richard.Harknett@uc.edu. The Head oversees the entire operation of the Department and represents the Department to the Dean and other administrative officers of the University. The Head has primary responsibility for the allocation of Department funds, appoints the Directors of Graduate and Undergraduate Studies, schedules courses, presides over the Advisory Committee and establishes other committees as they are needed.

**Undergraduate Director**
The current Undergraduate Director is Dr. Ivan Dinev Ivanov. He will also assist undergraduate students in identifying internships and other professional development opportunities. As Advising Coordinator, Dr. Andrew Lewis will be certifying the completion of POL & INTA major requirements. An Undergraduate Committee of faculty advisors and two student representatives meets as needed to consider proposals for curriculum revision and other issues of concern to faculty or students.

**Graduate Director**
The current Graduate Director is Professor Stephen Mockabee (email: Stephen.Mockabee@uc.edu). He oversees the BA/MA, MA, and PhD programs and should be contacted about inquiries related to the BA/MA Program (or the 4+1 program), graduate offerings and other opportunities.

**VII. Department Policies**

**Academic Freedom**
“The welfare and strength of the University and of society at large depend on the free search for truth and its free expression ... full freedom on inquiry, teaching, and research not only in the classroom and libraries but in other facets of campus life.” (Article Agreement between the University of Cincinnati and the AAUP).

**Academic Integrity**
Penalties for academic misconduct range from failure on the assignment to failure for the course, suspension or dismissal, at the discretion of the professor and subject to review by the Undergraduate Committee. Definitions of cheating, plagiarism, and sanctions are in the U.C. Student Code of Conduct at [http://www.uc.edu/conduct/Code_of_Conduct.html](http://www.uc.edu/conduct/Code_of_Conduct.html). The plagiarism definition includes, but is not limited to: copying another student's work, copying materials from sources without proper citation, paraphrasing materials without proper citation and failing to cite all sources used/consulted: [http://www.uc.edu/conduct/Academic_Integrity.html](http://www.uc.edu/conduct/Academic_Integrity.html).

**Advanced Placement and College Credit Plus Program**
As administered by the university, AP Test scores of 4 and 5 typically earn credit in American Government and Politics 1010 and Comparative Government 1060. Students earning scores of 3 are not required to take those courses but do not receive academic credits.
**Grade Change Time Limit**
All final exams and term papers are to be kept in faculty offices for no more than one year. Any request for a review of a grade, therefore, must be completed within one year. After one year, appeals cannot be processed.

**Transfer Credit and Residency Requirement**
For all transfer and transition students, the College of arts and Sciences advising center reviews and approves course substitutions based on official transcripts from other institutions and course equivalency agreements. Students who complete political science course work at UC branch campuses (e.g. UCBA and UC Clermont) can apply up to 12 credits of 1000-level introductory requirements and upper level courses toward their degrees in political science and international affairs when transition to the Uptown Campus. Similarly, transfer students from four year institutions may have additional upper level political science course substitutions. All majors, however, must complete at least four political science courses (12 hours) in the Department at Cincinnati and 30 credits over two semesters at the College of Arts and Sciences.

The College of Arts and Sciences requires its students to complete all their major area courses within the within the A&S following their admission into the College. Students may not make course substitutions either from another university or from another college while enrolled at the University of Cincinnati, or from another Arts and Sciences’ department without the prior approval of the Director of Undergraduate Studies or the Advising Coordinator.
Political Science (POL) Degree Requirements Checklist AY 2017-18

Political Science majors must complete a total of 42 semester hours in required and elective courses with a 2.0 GPA. For program description and list of POL courses offered go to: http://www.classes.catalystatuc.org/search. To get your Degree Audit visit http://onestop.uc.edu/classes/GetMyDegreeAudit.html. For details about the major requirements, please see the POL degree requirements checklist at http://homepages.uc.edu/~ivanovid/pdfs/POLchecklist.pdf. Also check undergraduate handbook at: http://homepages.uc.edu/~ivanovid/pdfs/handbook.pdf

I. Gen Ed Courses Needed for POL major but not included in the major:

Quantitative Reasoning (QR) (6 hours): 1 STAT course (3 credits from STAT 1031, 1034 or 1035) and POL 3001C (3 credits). Exceptions can be granted with UG Director's permission.

II. Required POL Courses

A: Introductory POL Courses (12 hours): POL 1010 (American Government), 1040 (Political Theory), 1060 (Comparative Politics), 1080 (International Relations).

C. Political Inquiry Course (3 hours): POL 1001 (unless POL 3000 was completed prior to Fall 2016)

III. Areas of Emphasis - 27 semester hours, including at least one course from each of the four sub-fields below, as well as a capstone. Please note that the capstone requirement can be fulfilled in 3 different ways: (1) the student can take any 5100-level POL class (note that effective Fall 2016 undergraduate students cannot sign up for 6000-level POL courses anymore); (2) the student can complete the senior thesis sequence (POL 5000 and 5001); (3) the student can take a 7000-level POL graduate seminar. The fulfillment of capstone requirement described in Section III below counts toward the total of 27 semester hours, as do any electives from Sections IV and V.


Political Theory: 2040, 2045, 3041, 3042, 3043, 3046, 4040*, 5132

Comparative Politics: 2063, 2064, 2065, 2069, 2071, 2072, 2074, 2076, 2077, 2078, 3009, 3031, 3037, 3060, 3061, 3062, 3063, 3069, 3076, 4060*, 5161, 5164, 5165, 5168, 5176, 5177 (5100-level classes could also serve as capstones)

International Relations: 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2093, 2096, 2097, 3032, 3033, 3037, 3080, 3081, 3082, 3083, 3084, 3085, 3086, 3087, 3089, 3090, 3091, 3093, 4041, 4080*, 5131, 5180, 5181, 5183, 5184, 5185, 5186, 5189, 5193 (5000- and 6000-level classes could also serve as capstones)

Optional POL Electives:POL 1090; POL Individual Work (4004, 4010, 4040, 4060, 4080); POL 4004, POL 4090 (Internship Practicum); Honors Special Topics Courses (e.g. HNRS 3090, HNRD 3098-99, etc). No more than 3 credit hours each of Individual Work or Internship Practicum, nor a total of more than 9 hours in all “optional POL electives” course work listed in this section, will normally be applied toward major coursework

* Subject to department's approval; please check in with Undergraduate Director or Achievement Coordinator for further details.
IV. Capstone Requirement
Any 5035C, 5100-level POL class; Senior Thesis 5000+5001’ or 7000-level graduate seminar may also satisfy (see advisor). Fulfillment of capstone counts toward 27 hours under Section II above. A 5100-level POL class counts only once toward the 27-credit Areas of Emphasis requirement; the class can also satisfy a requirement in the respective sub-field (e.g., American Politics, Comparative Politics, or International Relations) and the capstone requirement at the same time. Students can complete multiple 5100-level classes; only one will serve as a capstone.

V. Washington Center Internship (up to 6 credits): see program director when planning for Washington Center; up to 6 credits can be applied toward major requirements.

BA/MA program in Political Science allows students who have elective hours in their senior year to begin taking graduate classes. Students able to complete two to three graduate courses in their senior year should be able to complete their MA degree in one additional year.
http://www.artsci.uc.edu/departments/polisci/undergrad/major/ba_ma.html

Political Science minor 21 semester credits required: 9 credits, three introductory courses under I (A) above, and 12 credits, four electives from II above.

Security studies certificate 21 semester credits focus on International or Homeland Security:
http://homepages.uc.edu/~ivanovid/pdfs/sstd.pdf

Cybersecurity Certificate: 18-21 credits required with focus on IT, CJ and POL:
http://www.artsci.uc.edu/departments/polisci/undergrad/minor_cert/cybersecurity.html


International human rights certificate: 21 credits from primary electives in four areas:
http://www.artsci.uc.edu/departments/polisci/undergrad/minor_cert/smstr_program_detail_298.html. For list of courses offered go to: http://www.classes.catalystatuc.org/search/ Check DPA at http://onestop.uc.edu/classes/GetMyDegreeAudit.html. Go to 15CERT2IHR
International Affairs Degree Requirements Checklist 2017-18

INTA majors must complete a total of 42 semester hours of required and elective coursework from political science, history, economics, geography, as well as additional 10-12 hours of advanced foreign language courses beyond the A&S requirement, all with a 2.0 GPA or higher. For program description and list of INTA courses offered go to: http://www.artsci.uc.edu/departments/interdisciplinary-studies/international_affairs.html.


I. General Education Courses needed for INTA major but not included in the major:

A. Social Science (6 hours): POL 2086; ECON 1001-1002; GEOG 1004, 1021


C: Quantitative Reasoning (QR) (6 hours): 1 STAT course (3 credits from STAT 1031, 1034 or 1035) and POL 3001C (3 credits). Exceptions can be granted with UG Director’s permission.

II. International Affairs Core:

A. Introductory Courses in Political Science (12 hours): POL 1060 (Comparative Politics), POL 1080 (International Relations) and any two of the following three courses: POL1010 (American Government), 1040 (Political Theory), or POL 1090 (Law, Politics and Society).

B. Political Inquiry: Approaches and Methods (3 hours): POL 1001 (unless POL 3000 was completed prior to Fall 2016)

III. INTA Capstone & Groupings Requirement: 27 semester hours including at least one class from each of the fields below. Each course counts only once, but some are listed under multiple headings. Fulfillment of the capstone requirement described in Section IV below counts toward the total of 27 semester hours, as do any electives from Sections V and VI.

A. International Politics and Political Theory:

   POL: 2040, 2045, 2080, 2085, 2088, 2089, 2090, 2091, 2093, 2096, 3032, 3041, 3043, 3062, 3080, 3082, 3083, 3084, 3086, 3089, 3090, 3091, 3093, 4040*, 4041, 4080*, 5035C, 5132, 5164, 5177, 5180, 5183, 5184, 5186, 5189, 5193; GEOG: 3047, 4048; HIST 4002

B. Foreign Policy, History, and Diplomacy:

   POL: 2035, 2082, 2083, 2084, 2087, 2097, 3085, 5035C, 5131, 5185, HIST: 2015, 2024, 2031, 2032, 2083, 2084, 2090, 2100, 2101, 2102, 3004, 3009, 3022, 3023, 3035 3050, 3051-3052, 3056, 3078, 3079, 3082, 3085, 3088, 3089, 3102, 3104, 3190, 4002, 4010, 4027, 4065, 4066, 4088, 4090

C. International Economics:

   POL: 2031, 2081, 2086, 3081, 5181; ECON: 4040, 4082, ANTH: 2066, 3065, 4070, 4074, AIST: 3083, 3084; GEOG: 2061, 3041, 4061, 6041; WGS: 4041, 4042; HIST 5127

D. Comparative Studies:

   POL: 2063, 2064, 2065, 2069, 2071, 2072, 2074, 2076, 2077, 2078, 3009, 3031, 3037, 3060, 3061, 3063, 3076, 3087, 4060*, 5161, 5165, 5168, 5176 (5100/ 6000-level classes could also serve as capstones); GEOG: 2011, 2016, 2023, 2025, 2026, 2031, 2036, 2037,

* Subject to department’s approval; please check in with Undergraduate Director for further details.
E: Optional INTA electives (not required):

**POL:** 3046, 4004, 4090*, 5115, 5136; **AFST:** 2081, 3066, 4014; **AIST:** 2081, 2082, 3050; **ARAB:** 3010; **GRMN:** 1081, 2001, 2002, 2003 and 3001 or 3002; **SOC:** 2076, 2087; **WGS:** 3037, 4040, 4043, 4046, and 4047; **SPAN:** 3082, 3083

**IV. Capstone:** This requirement can be fulfilled in three different ways:

A. By taking any of the following classes: **POL:** 5035C, 5131, 5132, 5135, 5136, 5161, 5164, 5165, 5168, 5176, 5177, 5180, 5181, 5183, 5184, 5185, 5186, 5189, 5193; **GEOG:** 5000 or 5007; **AIST:** 5091. No HIST or ECON capstone is allowed. 3 credits from any 6000-level POL class count once toward the 27-credit hour total; the class also fulfills an INTA Groupings requirement in the respective sub-category (e.g. International Politics, Comparative Studies) while satisfying the capstone requirement. Students can complete multiple 5100/6000-level classes; only one will serve as a capstone.

B. By completing Senior Thesis: POL 5000+5001*

C. By completing successfully a 7000-level POL graduate seminar with focus on international affairs (see advisor for details). Fulfillment of capstone counts toward 27 hours under Section III above.

**V. Foreign Language Requirement for International Affairs (10-12 credits)**

The department strongly encourages proficiency in one language -- options 1 or 2, rather than option 3, introductory work in 2 languages. (Note that 3000-level literature and humanities classes taught in a foreign language could also meet Gen Ed requirements.) Select one of the following two options.

1. 10 credits beyond the A&S requirement in Arabic, Chinese, or Japanese
2. 10-12 credits in German (GRMN 2001, 2002, 2003 and 3001 or 3002)
3. 12 credits beyond the A&S requirement in French, Hebrew, or Spanish
4. Meet the A&S requirement in any two of the following languages, pending availability: Arabic, Chinese, French, German, Modern Greek, Hebrew, Italian, Japanese, Portuguese, Russian, Spanish, Swahili, or Swedish.

**VI. Washington Center Internship** (up to 6 credits): see program director when planning for Washington Center, as up to 6 semester credits can be applied toward major requirements.

**VII. Special Courses:** Honors Special Topics (e.g. HNRS 3090); POL Individual Work (4060, 4080); POL 4090 Internship Practicum, INT 3001; Honors Individual Study (HNRD 3098, 3099). No more than 3 credit hours each of Individual Work or Internship Practicum, nor a total of more than 9 hours in all “special” course work listed in this section, will normally be applied toward major requirements.