

# Undergraduate Advising Guide

## For the School of Public and International Affairs at the University of Cincinnati

School of Public and International  
Affairs (SPIA)  
1110 Crosley Tower  
Mail Location 0375  
University of Cincinnati  
Cincinnati, OH 45221-0375  
513-556-3300 (main office)  
513-556-2314 (fax)

Undergraduate Director: Dr. Andrew Lewis  
Email: [Andrew.Lewis@uc.edu](mailto:Andrew.Lewis@uc.edu)  
Phone: 513-556-3318

Advising Coordinator: Dr. William Umphres  
Email: [William.Umphres@uc.edu](mailto:William.Umphres@uc.edu)  
Phone: 513-556-2303

A&S Advisor for POL and INTA majors:  
Mr. Daniel Hagedorn; Email:  
[Daniel.Hagedorn@uc.edu](mailto:Daniel.Hagedorn@uc.edu)

School website <http://www.artsci.uc.edu/departments/spia.html>

This guide is written to serve A&S and faculty advisors and students in the School of Public and International Affairs. It supplements the content of the Undergraduate (UG) Handbook which is primarily intended to explain various rules and list opportunities available to undergraduate students. SPIA advisors should feel free to check the UG Handbook and/ or consult with the Director of Undergraduate Studies or Advising Coordinator if they have any questions or concerns. Political Science (POL) and International Affairs (INTA) students and faculty advisors should note that there are important changes to the programmatic requirements for POL and INTA majors.

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### **I. Accessing student audits: The Catalyst Degree Audit System**

The University of Cincinnati uses the Catalyst Student Degree Audit System. Students can access it off of their Catalyst accounts and should check their Academic Plan at:

<https://login.uc.edu/idp/profile/SAML2/Redirect/SSO?jessionid=node01opbymms5zi3210oya9rlgqzi21577597.node0?execution=e1s1> (then go to My Academics/ Audit, Grades and Transcript/ Get My Degree Audit/ View My Advisement Report). Faculty should go to <http://www.uc.edu/catalyst/> then log in with their universal ID and go to Favorites/ Main Menu/ Campus Solutions/ Self-Service/ Advisor Center/ Advisee Student Center. Then click on the magnifying glass and select by one of the following four search criteria: Catalyst ID, Campus ID (or UCID), National ID, or Last & First name to find a student. Note that faculty have to undergo training by enrolling in online classes on Blackboard. These include: Navigating Catalyst, Advisor Center, Managing & Documenting Advisor Notes and Academic Advising. In order to register for training, faculty must complete the Catalyst request form for Advisor 2 access (See Appendix 5 Catalyst System Access Request Form). Once advisors are approved, they will receive their training plan via Blackboard. Contact the Catalyst Training Team at [catalysttng@ucmail.uc.edu](mailto:catalysttng@ucmail.uc.edu).

The Catalyst Training Team has provided links to online self-training training materials available on their page here: <https://onestop.uc.edu/other/self-help.html>

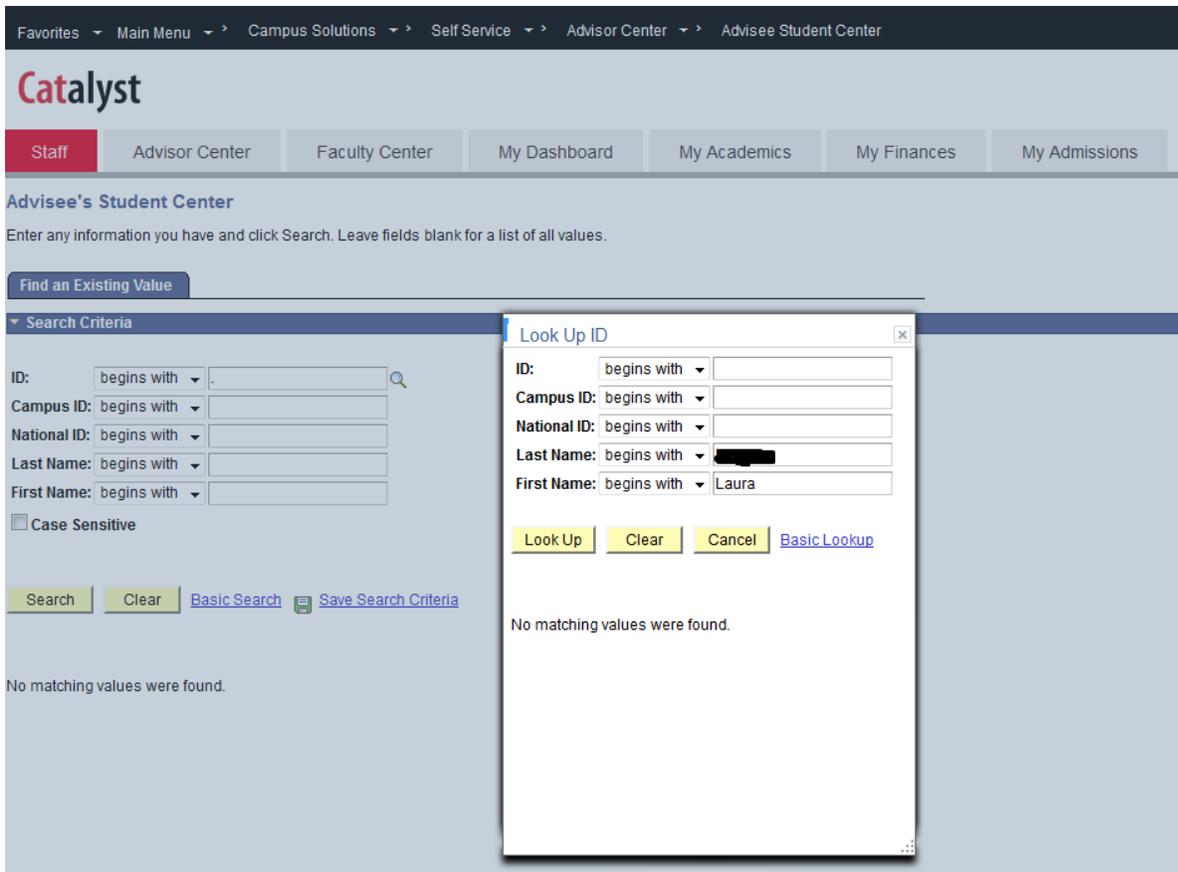
More detailed instructions how run and view student degree audits are available in this tutorial with instructional materials:

[https://ituc.service-now.com/kb?id=kb\\_article\\_view&sys\\_kb\\_id=9a469ad21b9e9050e30db992cc4bcb3a](https://ituc.service-now.com/kb?id=kb_article_view&sys_kb_id=9a469ad21b9e9050e30db992cc4bcb3a)

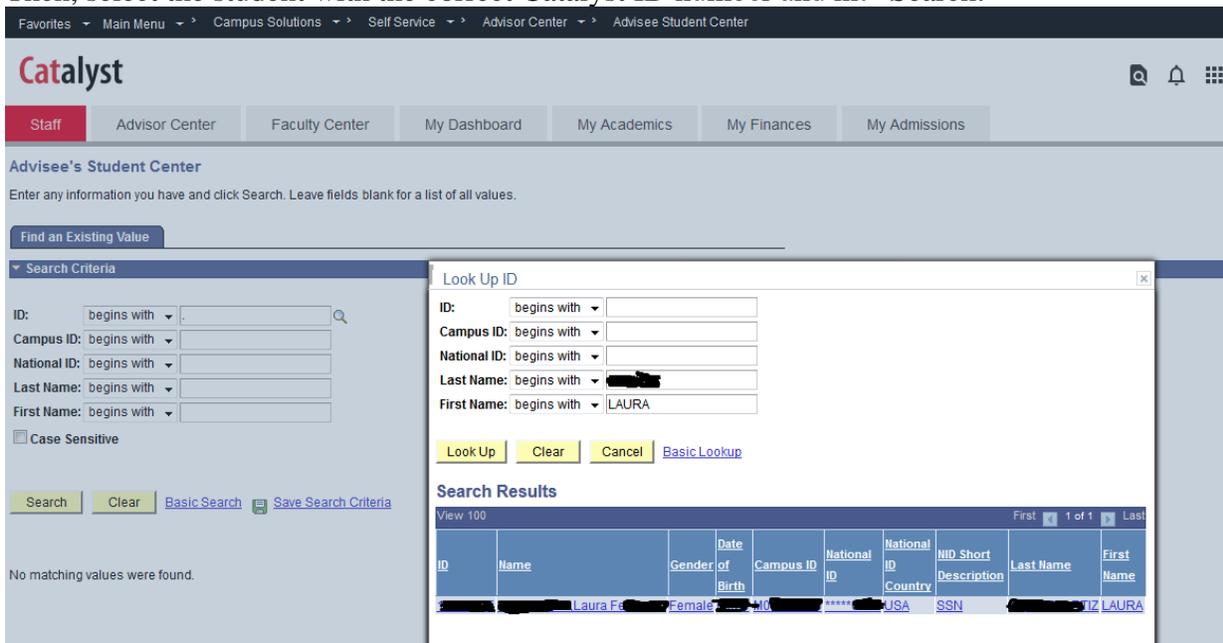
Once faculty advisors have completed their training and have been granted access, they can run a degree audit by signing up with their 6-digit UC username and universal password. Log into Catalyst (go [uc.edu/catalyst](http://uc.edu/catalyst)) and go to Main Menu/ Campus Solutions/ Self-Service/ Advisor Center/ Advisee Student Center

Faculty advisors can search for the student by typing their Campus ID (the M#), National ID (their SS#), First & Last Name or their Catalyst ID (note that every student has a unique Catalyst ID assigned by default and different from their M# or SS#).

Under ID click on the magnifying glass, type in student's last name and first name, delete the period in the ID field and select look up.



Then, select the student with the correct Catalyst ID number and hit “Search:”



Once the student is identified in the system by their ID (the number on the left side of the picture above), the advisor can select “Search” and will land on the Advisee Student Center which

contains most relevant information about their advisee. Then, they should select “Academic Requirements” as shown below:

The screenshot shows the Catalyst Advisee Student Center interface. At the top, there is a navigation bar with links for Favorites, Main Menu, Campus Solutions, Self Service, Advisor Center, and Advisee Student Center. Below this is the Catalyst logo and a menu with options: Staff, Advisor Center, Faculty Center, My Dashboard, My Academics, My Finances, and My Admissions. The main heading is "Advisee Student Center" followed by the name "Laura [REDACTED]".

The "Academics" section is expanded, showing "My Class Schedule Shopping Cart" and "Academic Requir" (with a dropdown arrow). The "Fall Semester 2016 Schedule" is displayed in a table:

	Class	Schedule
	ARTE 3040-001 OT (22111)	TuTh 2:00PM - 3:20PM ARONOFF 5405
	EVST 5101-001 LE (23330)	MoWeFr 11:15AM - 12:10PM Room: TBA
	POL 1060-001 LE (17435)	MoWeFr 1:25PM - 2:20PM SWIFT 500
	SPAN 2016-001 LE (20715)	MoWeFr 10:10AM - 11:05AM Room: TBA
	SPAN 3052-001 LE (20729)	Room: TBA

Below the table is a "weekly schedule" link with a right-pointing arrow. To the right of the schedule table are several panels: "Holds" (No Holds), "To Do List" (No To Do's), "Milestones" (No Milestones), "Enrollment Dates" (Open Enrollment Dates), and "Advisor" (Program Advisor: Megan Minton, David Gillespie, with a "details" link).

The "Personal Information" section is also expanded, showing "Demographic Data" and "Emergency Contact". The "Contact Information" panel displays "Permanent Address" (redacted) and "Mailing Address" (None).

Please, note that occasionally it may take longer for Catalyst to load the Student Audit. Be patient and do **not** hit the “Back” and “Forward” buttons on your browser.

Generally speaking, when advisors open an audit they will be asked by their advisees to provide advice about their major/ minor or certificate requirements. Advisors additionally need to check several general education (gen. ed.) requirements for POL or INTA majors: (1) whether the student accumulated 120 credit hours; (2) whether the student has accordingly fulfilled the quantitative reasoning (QR) requirement; (3) in the case of International Affairs majors whether the students has correctly fulfilled the historical perspectives (HP), the foreign language (FL) and the Social Science (SS) requirements. To obtain all this information that should select the “expand all” button under Advisee Requirements. Additionally, they can choose the view and print the report as a pdf document as shown below:

**Advisee Requirements**

Laura ██████████

University of Cincinnati | Undergraduate

This report last generated 07/18/2016 1:24AM  
on

collapse all    expand all    **view report as pdf**

 Taken   
  In Progress   
  Planned   
  Repeated

▼ University of Cincinnati Degree Audit Report

This Degree Audit is a display of course applicability in a specific program. It is not a Transcript, which is an official university record of your academic work. This audit may be incomplete if you have transfer work under review from another institution -- check your Credit Evaluation Report (CER). Your College Office is the final authority in determining completion of requirements for their degree.

(Note: As the University continues to transition to Catalyst the conversion of degree audit exceptions is ongoing.)

▼ BA in International Affairs

The BA in International Affairs requires a student to complete a minimum of 120 credit hours.

**II. General Education Requirements**

The A&S advisors provide advising about the general education requirements. Students who have declared Political Science or International Affairs should contact Danny Hagedorn. His email is [hagedodl@ucmail.uc.edu](mailto:hagedodl@ucmail.uc.edu).

**The 120 college credits**

Students and advisors should know that 120-hours requirement is a part of the general education requirements. Note, that 120 hours include all college credits (transfer, transition, study abroad, and advanced placement/ AP and/or CCP credits). Also, when calculating the total number of college credits, DARS does not include coursework in which the student is currently enrolled but has not completed yet. Such coursework has to be added manually to the overall college credits. That is why we recommend student and advisors to check and verify when students are indeed ready to graduate (not only if they have met the major requirements).

In the case shown below the student has a total of 97 credit hours but these include all coursework completed prior to June 2016. Fall Semester 2016 registration is **not** included. Once they successfully complete their Fall Semester courses in December 2016, the student will have a total of 97+15 or a total of 112 college credits. Their earliest projected graduation date is Spring Semester 2017.

▼ University of Cincinnati

The following section contains a list of courses the student is currently enrolled in, a list of courses taken for which no credit was earned, and a list of preparatory courses the student has taken.

Current Enrollment

This requirement collects all courses that are currently 'in progress'

▼ Current Enrollment

You are currently enrolled in the following courses

- Units: 0.00 required, 15.00 taken, 0.00 needed
- Courses: 0 required, 5 taken, 0 needed

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
ARTE3040	STICKY INNOVATION	3.00	Fall Semester 2016		◆
EVST5101	GLOB ENV LAW POL	3.00	Fall Semester 2016		◆
POL1060	INTRO COMPARA POL	3.00	Fall Semester 2016		◆
SPAN2016	SP COMP AND CONV II	3.00	Fall Semester 2016		◆
SPAN3052	SRV LRN: MED SPAN	3.00	Fall Semester 2016		◆

View All | First 1-5 of 5 Last

Degree Applicable Hours

The following total indicates the number of hours currently being utilized by requirements in your degree program.

▼ Degree Applicable Hours

**Not Satisfied:** This program requires a minimum of 120 completed degree applicable hours.

- Units: 120.00 required, 97.00 taken, 23.00 needed

Courses Not Used by the Audit

The following courses have credit associated with them but are not used in this degree program.

▼ Courses Not Used in the Audit

An overview of the general education (A&S or college) requirements is available here: <https://youtu.be/Y4LkeTcDLOc>

**The Quantitative Reasoning (QR) Requirement**

The College of Arts and Sciences requires all students to complete 6 (six) credit hours of QR coursework. The School of Public and International Affairs (SPIA) requires the completion of **one** STAT course (e.g., STAT 1034, 1031, 1035 or equivalent) **and** POL 3001C Quantitative

Research and Data Analysis. Students who have previously completed two STAT courses (e.g., STAT 1031, 1034, 1034 or equivalents) have also fulfilled that requirement. It is recommended but not required to complete these two course in two consecutive semesters. Also, in cases of transfer and transition students, faculty advisors should inquire or check if they have taken courses at other institutions that may count toward gen. ed. requirements. Note that we will accept calculus (MATH) courses but NOT pre-calculus courses. Also, in cases of students who have completed 200-level MATH courses before August 2012, these credits will count toward the QR requirement.

**QR for International Affairs**

Students are required to complete 6 credit hours of coursework.

- Units: 6.00 required, 3.00 taken, 3.00 needed

Statistics I

**Satisfied:** Complete 3 hours

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
STAT1034	ELEMENTARY STAT I	3.00	Fall Semester 2015-16	A	

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Statistics II

**Not Satisfied:** Complete 3 Hours

- Courses: 1 required, 0 taken, 1 needed

POL and INTA students can take one of the 3 STAT courses (STAT 1031, 1034, 1035), 1000-level MATH course (3 credits) and POL 3001C (Quantitative Research and Data Analysis). When the requirement is fulfilled with 2 STAT courses, no additional coursework is required. Most students must complete 1 STAT course **and** POL3001C. In the case on the left side, the student will need to complete POL 3001C unless the UG director or Advising Coordinator accepts another course toward their coursework (such as MATH 1044).

### Exceptions to QR requirement

It is possible to accept 3 credits of MATH courses or QR courses in other disciplines (e.g. PYSC, ECON, SOC, others) pending UG director or UG Advising Coordinator’s approval. Required STAT or MATH QR coursework can be waived for students who have documented disabilities. In this case, the advisor should direct the student to the UG director or UG Advising Coordinator and instruct them to bring all relevant documentation. The UG Director or UG Advising Coordinator will meet privately with the student and review the documentation and make a decision. The UG director or Advising Coordinator will handle this issue confidentially. If the student is not satisfied with their decision, they can appeal to the School Director.

### The Historical Perspectives (HP) Requirement

Political Science students can complete any 1000-level HIST courses to satisfy the HP requirement, however INTA student need to complete HIST courses with international focus (**no** US history courses are allowed). We have only made exceptions from this requirement for students who started coursework in the quarter system and graduated prior to August 2012. By and large, the School is flexible in accepting other HP courses to count toward this requirement

(e.g. 1000-level or an upper-level history, classics or other relevant coursework) as long as there is a substantial focus on international (non-US) historical content. The A&S advisor(s) should process those approvals. If there is a concern about approved courses, the A&S advisor(s) and/ or the student can contact the UG Director or the Advising Coordinator to approve such an exception.

Normally, A&S advisors are available to meet with students in their offices located in French Hall West, 2nd floor, Mail Location 0037. Danny Hagedorn, the A&S advisor for Political Science and International Affairs majors will hold for 10 hours a week in office hours Crosley 1120. The Students should either email him at [hagedodl@ucmail.uc.edu](mailto:hagedodl@ucmail.uc.edu), call the A&S advising office at 513-556-5860 for an appointment (typically 30 minutes) at least one day in advance, or go online to student's Canvas page and under "My Advisor" tab choose Starfish. Further information about is available here:

<https://www.artsci.uc.edu/information/undergrad/advising.html>

### **The Social Science (SS) Requirement**

The SPIA requires specific courses for students to fulfill the Social Science general education requirement for INTA majors: POL 1081, 2086; ECON 1001-1002; GEOG 1004, 1021. Note that POL 2086 will also count toward the major coursework. However, in most of the cases major coursework does not count toward the gen. ed. required courses and vice versa.

### **The Foreign Language (FL) Requirement**

Political Science majors should complete 10-12 credits within a single foreign language to satisfy this college requirement. It is not different than any other major. However, International Affairs majors need to complete twice as much FL coursework. Whereas the SPIA strongly encourages fluency in one language, which includes 10-12 credits of introductory level coursework and 10-12 credits of upper-level coursework; it is possible for the students to complete the requirement by taking 10-12 credits in two different languages (or a total of 20-24 credits). To sum up, the INTA credits can be accumulated through introductory and/ or upper-level FL coursework as listed below:

Option 1: 10 credits beyond the A&S requirement in Arabic, Chinese, German, or Japanese

Option 2: 10-12 credits in German (GRMN 2001, 2002, 2003 and 3001 or 3002)

Option 3: 12 credits beyond the A&S requirement in French, Hebrew, or Spanish

Option 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. Further information is available in the Undergraduate Handbook.

### **Exceptions to the FL requirement**

Faculty advisors should feel free to recommend the students to fulfill the requirement by taking semester-long courses abroad or shorter-term faculty-led study abroad courses offered by UC. If advisors come across a case of a student who has completed study abroad coursework but is 1-2 credits short of fulfilling the requirement, they should feel free to extend a waiver in lieu of their FL immersion. Additional courses in another language can also count. As long as students have received confirmation from their faculty advisor, they should not worry about cases when the

audit indicates the requirement is not fulfilled when the coursework is listed under different categories. In these cases, the college, faculty advisors and the certifiers for graduation will count these classes manually.

The most difficult cases are the ones where the student has completed substantial amount of coursework in FL but these are spread among several languages (for example 15 credits of introductory Arabic, 5 credits of upper-level Arabic and 5 credits of introductory or upper-level Spanish). In this case, the faculty advisor should use their discretion: if the student has at least once semester left to graduate, they should encourage them to complete the second upper-level Arabic course. However, if this is not feasible and if the student is ready to graduate, we may be able to count the Spanish coursework toward the INTA FL coursework.

Native and heritage speakers of a language different from English, if they prefer, can have the gen. ed. and INTA FL requirement waived. If they choose to do so, students still need to fulfill the remaining Capstone and Groupings coursework with free elective courses. Waiver for native speakers can be obtained by showing documentation that they have completed schooling in a language of instruction different from English through an equivalency of the eighth grade. Since heritage speakers have learned the FL at home but have received little or no formal instruction in that language, they may apply for a waiver and, in this case, a native speaker of the same language on the UC Faculty (if available) will evaluate their speaking, listening, reading and writing skills. The faculty evaluator will complete the checklist and mail it to the School of World Languages and Cultures (ML 0381) for a recommendation. If an evaluator is NOT available among UC faculty, this job can be accomplished by another native speaker residing in the greater Cincinnati area (e.g. pastor at a local church, educator, etc.).

For additional details about INTA FL requirement, please watch the following instructional video available here: <https://youtu.be/15o9IPjKk6M>

Spanish was the basic A&S Language taken

**Satisfied:** Check that Spanish was the Language taken to fill the basis A&S requirement

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
SPAN1014	EXTENDED SPANISH 4	3.00	Fall Semester 2014-15	TST	✓

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Spanish Composition and Conversation

**Satisfied:** Spanish Composition and Conversation

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
SPAN2015	SP COMP AND CONV I	3.00	Fall Semester 2014-15	TST	✓
SPAN2016	SP COMP AND CONV II	3.00	Fall Semester 2016		◇

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The audit below indicates that the student has completed the required A&S FL coursework by taking SPAN 1013 and 1014 and by testing out of the remaining intro-level (or 1000-level) SPAN coursework. They have completed (or will complete by December 2016) six (6) credits of upper-level SPAN coursework (SPAN 2015 and 2016). However, if necessary, some of their SPAN minor coursework can be accepted toward the INTA FL (such as SPAN 3081, SPAN 3085, etc). Note that the advisor has to verify that Spanish has been indeed the language of instruction in these classes.

The following courses may be used to satisfy this requirement:

Course	Description	When	Grade	Status
SPAN3031	Spanish Film			
SPAN3032	Latin American Film			
SPAN3081	Las Tres Culturas			
SPAN3082	Latin America Today			
SPAN3083	Spain Today			
SPAN3084	Hispanic Culture US			
SPAN3085	Spanish Civilization I			
SPAN3086	Spanish Civilization II			
SPAN3087	Latin American Civilization I			
SPAN3088	Latin American Civilization II			

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Electives

**Satisfied:** Students are required to complete 9 credit hours of coursework from SPAN2015, SPAN2016 or any SPAN courses 3000 level or higher

## **The Experiential Learning**

The College of Arts and Sciences requires all A&S undergraduate students to fulfill an experiential learning requirement during their college career. Students can choose to fulfill this requirement in one of the following three ways: First, they can complete an **internship** for academic credit. Second, they can participate in a short-term or semester long **study abroad** program and earn a study abroad credit toward their degree. Third, they can enroll in a UC course that has a **service learning** component.

POL and INTA students are eligible to pursue internships for academic credit if they are in good standing with 2.75 GPA or higher and have completed successfully at least 18 credits in their major prior to the academic term during which they plan to start their internship or enroll in the credit-bearing course. A&S and major advisors should direct students, if possible, to take PD 2070 and then either POL 4090 or INT 3001. Information about the Political Science Internship Program is available here: <https://www.artsci.uc.edu/departments/spia/undergrad/internships.html>

Students can register for POL 4090 if they can arrange internships on their own. POL 4090 (3 credits only) is offered during Fall Semesters but students can commence and possibly complete part of their internship in the spring or in the summer. If the internship starts late in the fall and continues in the winter, the student will be assigned an “In Progress” (SP) grade until their program is complete. POL 4090 internship forms are available here: <http://homepages.uc.edu/~ivanovid/pdfs/internship.pdf>.

POL and INTA students can also earn academic credit via INT 3001 (0-12 credits) offered by ELCE. These credits will count toward the total number of credits needed for graduation. 3 of these credits can count toward coursework in Political Science (POL) and International Affairs (INTA) if the internship experience is relevant to these major programs. INT 3001 modules are customized specifically for Political Science and International Affairs students. For details contact Erin Alanson (email: [Erin.Alanson@uc.edu](mailto:Erin.Alanson@uc.edu)). Detailed information about pathways to earn academic credit through ELCE is available here:

<https://www.uc.edu/experience-based-learning.html>

## **II. POL Major Advising**

Political Science majors can and should discuss their overall major requirements with their A&S advisor Daniel Hagedorn [hagedodl@ucmail.uc.edu](mailto:hagedodl@ucmail.uc.edu)) when meeting with him to schedule gen. ed. And core coursework. If they have additional questions about POL course content, specific major requirements and how to use their POL coursework to fulfill multiple (gen. ed./ core, major, minor and certificate) requirements, they should feel free to contact their assigned faculty advisor. Faculty advisors also provide feedback about professional development, experiential learning and post-baccalaureate education (grad school, law school, etc.).

## **Political Science Required Courses**

The Political Science required courses include all 4 (four) Introductory courses offered by SPIA: POL 1010-Intro to American Politics; POL 1040-Intro to Political Theory; POL 1060-Intro to Comparative Politics and POL 1080-Introduction to International Relations, as well as POL 1001 Power and Politics: Understanding the Political World (or POL 3000: Political Inquiry prior to Fall 2016) for a total of 15 credits. If a student has completed one or several of the introductory courses elsewhere or under the quarter system, it is possible that they might be 1-2 credits short

of the required 15 credits. In this case, the remaining coursework will be waived. However, if the student is 3 or more credits short of POL required courses, then they should be encouraged to take another upper-level POL course. If the student is in their last semester of coursework but for some reason has not completed one of the four introductory courses, the advisor can issue a waiver by allowing the student to substitute an Intro course with an upper-level equivalent POL course in the same sub-field (American Politics, Political Theory, Comparative Politics and International Relations) in lieu of the missing Intro-level course. For example if the students has not completed POL 1080, they can be encouraged to take 3080 instead. This exception will be handled manually; however, the student and UG Director need to be informed about it.

SPIA very rarely extends waivers in the case of POL 1001 (or POL 3000) only if the student shows that they have completed another course elsewhere that is equivalent in content, quality and academic rigor. The faculty advisor should contact the UG Director or Advising Coordinator for authorization. No medical or disability waiver can be extended.

Students are required to complete 15 credit hours of coursework.

Introduction to American Politics

**Satisfied:** Students are required to complete 3 credit hours of coursework.

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
POL1010	INTRO AM POLITICS	3.00	Fall Semester 2013-14	TST	✓

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Introduction to Political Theory

**Satisfied:** Students are required to complete 3 credit hours of coursework.

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
POL1040	INTRO POL THEORY	3.00	Fall Semester 2014-15	A	✓

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Introduction to Comparative Politics

**Satisfied:** Students are required to complete 3 credit hours of coursework.

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
POL1060	INTRO COMPARA POL	3.00	Fall Semester 2013-14	A	✓

The sample audit shown here indicates that the student has completed all Political Science Required Courses: POL 1010, 1040, 1060, 1080, as well as POL 3000 (see the two screenshots to the left):

Note that effective Fall 2016, POL majors will be required to complete POL 1001 (Power and Politics: Understanding the Political World) to fulfill the Political Inquiry requirement. Those students who have taken POL 3000 before Fall 2016 will have the requirement fulfilled as well.

Introduction to International Relations

**Satisfied:** Students are required to complete 3 credit hours of coursework.

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
POL1080	INTRO INTRNL RLTNS	3.00	Spring Semester 2013-14	A	

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Political Inquiry: Approaches and Methods

**Satisfied:** Students are required to complete 3 credit hours of coursework.

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
POL3000	POLITICAL INQUIRY	3.00	Fall Semester 2014-15	A	

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## Areas of Emphasis Coursework

Students should complete **at least one** upper-level (2000-level or higher) POL course in each of the 4 (four) categories or sub-fields of Political Science American Politics, Political Theory, Comparative Politics, and International Relations. They should also complete a Capstone. POL majors are required to accumulate **27** hours to satisfy this requirement. They can take as many additional courses from any groupings. Note that the School usually offers only one upper-level Political Theory course per semester and advanced students (juniors, seniors) should sign up as soon as registration opens to fulfill the requirement. No waivers will be extended if the student has fulfilled all other requirements but lacks Political Theory coursework to graduate. Only on rare cases the UG director or Advising Coordinator can approve waivers with coursework that has significant theoretical emphasis (such as POL 3060, 3080 or a relevant PHIL class).

**Areas of Emphasis**

Students are required to complete 24 credit hours of coursework.

- Units: 24.00 required, 18.00 taken, 6.00 needed

▼ American Politics

**Satisfied:** Students are required to complete a minimum of 3 credit hours of coursework.

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
POL2020	AMER CONGRESS	3.00	Spring Semester 2014-15	A	✔
POL3021	CON LAW FED SYST	3.00	Fall Semester 2016		◆

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▼ Political Theory

**Satisfied:** Students are required to complete a minimum of 3 credit hours of coursework.

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
POL2045	AM POL THOUGHT	3.00	Fall Semester 2015-16	A	✔

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In this case the student has completed at least one class in all four required categories:

- American Politics
- Political Theory
- Comparative Politics
- International Relations

However, they need to take 3 more classes (9 credits) to reach 27 required credits to graduate.

▼ Comparative Politics

**Satisfied:** Students are required to complete a minimum of 3 credit hours of coursework.

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
POL3062	GLOBAL RELIGION POL	3.00	Fall Semester 2014-15	A	✓

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▼ International Relations

**Satisfied:** Students are required to complete a minimum of 3 credit hours of coursework.

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
POL2082	US FOREIGN POLICY	3.00	Fall Semester 2015-16	A	✓
POL3093	NUCL ARMS CONTROL	3.00	Fall Semester 2015-16	A-	✓

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## POL Capstone Requirement

POL must complete a capstone senior project that requires a research project, paper and a presentation. The course should be scheduled in their senior year (Fall or Spring Semesters) and only in rare occasions in their junior (third) year. It is highly recommended to complete POL 1001 (or POL 3000) before students sign up for their capstone project. There are three ways to fulfill the capstone requirement:

Option 1: POL majors can sign up for one of the following 5000-level classes as their Senior Project: POL 5035C, 5111, 5115, 5123, 5131, 5132, 5136, 5161, 5164, 5165, 5168, 5176, 5177, 5180, 5181, 5183, 5184, 5185, 5186, 5189, 5190, 5193, 5197. Note that 6000-level courses are offered to graduate students only. Undergraduate students will need to register for a 5100-level offering to complete the capstone requirement. SPIA usually schedules 2-3 of these classes every semester. Each 5100-level 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.

Option 2: Recommended only for students with a major GPA of 3.67 at graduation who qualify for high school honors or students who may not qualify for high school honors but have at least a 3.4 GPA in the major. POL majors can complete any POL 7000-level graduate seminar for undergraduate credit (one semester) with permission of instructor. Note that most times the 7000-level POL seminars will count manually toward the capstone requirement.

Option 3: Students can complete POL 5000 and 5001 Senior Thesis. Student can either complete 5000 or take the sequence POL 5000 and POL 5001. This option is recommended if the following criteria are met: (1) the student has already identified a research project and faculty in Political Science or similar discipline and the latter have agreed to supervise the thesis research;

(2) the student maintains 3.0 or higher GPA or are eligible for school high honors. In this case, the advisor should contact the UG Director and the supervising faculty and have the latter confirm that they are indeed willing to supervise the research and that the director approves of this plan. Depending on the scope of the project the student can plan to take both POL 5000 and 5001 (in this case the student will be assigned an “In progress” or SP grade for 5000 until 5001 is completed), or only POL 5000. POL5000 and 5001 should be completed sequentially Fall-Spring or Spring-Fall Semesters. They are NOT always listed in the summer schedules and students cannot earn credit during the Summer Semester.

Note that POL majors need to maintain 2.0 GPA in the major (and also 2.0 overall GPA) to be certified that they have met all requirements to graduate. In the case of the student shown below, he or she needs to take one American Politics, one Political Theory and a capstone course to fulfill all area of emphasis requirements. Additional details about POL major advising are available in the video below: <https://youtu.be/x1wNFIRVn-E>

### **III. INTA Major Advising**

International Affairs majors can and should discuss their overall major requirements with their A&S advisor Daniel Hagedorn (email: [hagedodl@ucmail.uc.edu](mailto:hagedodl@ucmail.uc.edu)) when meeting with him to schedule general education and major-specific coursework. If they have additional questions about INTA course content, specific major requirements and how to use their INTA coursework to fulfill multiple (gen. ed./, major, minor and certificate) requirements, they should feel free to contact their assigned faculty/ SPIA advisor. Faculty advisors also provide feedback about professional development, experiential learning and post-baccalaureate education (grad school, law school, etc.).

#### **International Affairs Core**

INTA students are required to complete 12 International Affairs core credits which include POL 1060 (Intro to Comparative Politics), POL 1080 (Intro to International Relations) and **two** of the following three courses: POL 1010 (Intro to American Politics), POL 1040 (Intro to Political Theory) and POL 1090 (Law, Politics and Society). In this case the student has fulfilled the requirement by taking POL 1010, 1060 and 1080 as shown below. The Political Inquiry requirement should be fulfilled with POL 1001. In cases when the student completed the requirement prior to Fall 2016, they took POL 3000 (as shown below). POL 3000 can also be accepted to fulfill the Political Inquiry requirement.

If a student has completed one or several of the introductory courses elsewhere or under the quarter system, it is possible that they might be 1-2 credits short of the required 15 credits. In this case, the remaining coursework will be waived. However, if the student is 3 or more credits short of POL required courses, then they should be encouraged to take another upper-level POL course. If the student is in their last semester of coursework but for some reason has not completed one of the four introductory courses, it is possible to replace this intro-level coursework with an upper-level course in the same sub-field in lieu of the missing Intro-level course (e.g. take 3080 in lieu of 1080) but the advisor should consult with the UG Director or UG Advising Coordinator.

As indicated in the section with the POL required courses, SPIA very rarely extends waivers in the case of the POL 1001 (or POL 3000 before Fall 2016) only if the student shows that they have completed another course elsewhere that is equivalent in quality and academic rigor. The faculty advisor should contact the UG Director or Advising Coordinator for authorization. No medical or disability waiver can be extended.

▼ Introduction courses in Political Science

**Satisfied:** Students are required to take three of the following courses

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
POL1010	INTRO AM POLITICS	3.00	Fall Semester 2014-15	TST	✔
POL1060	INTRO COMPARA POL	3.00	Fall Semester 2016		⬡
POL1080	INTRO INTRNL RLTNS	3.00	Spring Semester 2015-16	A	✔

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▼ Political Inquiry: Approaches and Methods

**Satisfied:** Students are required to complete POL 3000

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
POL3000	POLITICAL INQUIRY	3.00	Spring Semester 2015-16	A	✔

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Note that effective Fall 2016, INTA majors will be required to complete POL 1001 (Power and Politics: Understanding the Political World) to fulfill the Political Inquiry requirement. Those students who have taken POL 3000 before Fall 2016 will have the requirement fulfilled as well.

### International Affairs Capstone & Groupings Requirement

Students should complete a minimum of **27** hours to full this requirement. Additionally, they need to take **at least one** course from each of the following four groupings: (1) Comparative Studies; (2) International Economics; (3) International Politics & Political Theory and; (4) Foreign Policy, History & Diplomacy. Beyond those four courses, students need to complete a Capstone course which also counts toward the Capstone and Groupings coursework and satisfies one of the four INTA groupings.

International Affairs Capstone & Groupings Requirement					
<b>Not Satisfied:</b> Students are required to complete 24 credit hours					
<ul style="list-style-type: none"> <li>Units: 24.00 required, 9.00 taken, 15.00 needed</li> </ul>					
▼ International Politics and Political Theory					
<b>Satisfied:</b> Students are required to complete 2 credit hours					
The following courses may be used to satisfy this requirement:					
Course	Description	Units	When	Grade	Status
POL2089	INT'L HUMAN RIGHTS	3.00	Spring Semester 2015-16	A	✓
View All   First 1 of 1 Last					
▼ Foreign Policy, History, and Diplomacy					
<b>Not Satisfied:</b> Students are required to complete 2 credit hours					
<ul style="list-style-type: none"> <li>Units: 3.00 required, 0.00 taken, 3.00 needed</li> </ul>					
The following courses may be used to satisfy this requirement:					
Course	Description	When	Grade	Status	
HIST2015	History of the Atlantic World,				
HIST2024	Global Environmental History				
HIST2032	History of United States Forei				
HIST2034	Judaism and Christianity in Co				
HIST3001	History of Christianity I				

International Affairs are required to complete **27 credits** of International Affairs Groupings and Capstone coursework.

Due to the interdisciplinary nature of the INTA major, students often complete courses that are not listed in their curriculum via study abroad and/ or transfer credits. In this case, the A&S and faculty advisors along with the UG director and Advising Coordinator should assess every course separately and decide if they can be accepted or not. They have the right to request syllabi, other course materials and/ or relevant information that will help them to assess the course accurately. If there is similarity with UC's offerings, it is recommended to assign the equivalent UC course code (see attached Appendix 2 with list of POL courses), so the student can avoid repeating the same or a similar course. Alternatively, if the student has taken a course not offered at UC, it is often the case that the credit assessors have assigned a ghost code (such as POL3000BLOCK; see LAS1000BLOCK shown in picture below). In this case, advisors should discuss the course content with their advisees and identify the correct grouping. If not sure or if the course does not fit any of the INTA groupings, they should be listed under "Optional Electives." All interdisciplinary courses NOT listed on e-curriculum are normally accepted as "Optional Electives."

▼ Additional Elective Courses

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
CHEM1041L	GEN CHEM LAB II	1.00	Fall Semester 2016	A-	✓
COMM4067	ENVIRONMENTAL COMM	3.00	Fall Semester 2016	A	✓
EVST3000BLOCK	Environmental Studies	3.00	Summer Semester 2015-16	AS	✓
EVST3040	ENVIRONMENTAL JOURN	3.00	Spring Semester 2015-16	A	✓
EVST4015	ADV TOP EVST: ENERGY	3.00	Spring Semester 2017	A	✓
GEOG3050	CROWDED GREENHOUSE	3.00	Spring Semester 2015-16	A	✓
INT3071	FT PRO INT 1 (Singapore Exp 1)	0.00	Summer Semester 2017	SP	✓
LAS1000BLOCK	Latin American Studies	1.00	Summer Semester 2015-16	AS	✓
PLAN5179	SOCIAL JUSTICE	3.00	Spring Semester 2017	A	✓
WGS3037	WOMEN/GLOBAL	3.00	Spring Semester 2015-16	A-	✓

View All |  

### INTA Capstone Requirement

Similar to POL, INTA must complete a capstone senior project that requires a research project, paper and presentation. The course should be scheduled in their senior year (Fall or Spring Semesters) and only in rare occasions in their junior (third) year. It is highly recommended to complete POL 1001 before students sign up for their capstone project. There are four ways to fulfill the capstone requirement:

**Option 1:** INTA majors can sign up for one of the following 5000-level classes as their Senior Project: POL 5035C, 5131, 5132, 5135, 5136, 5161, 5164, 5165, 5168, 5176, 5177, 5180, 5181, 5183, 5184, 5185, 5186, 5189, 5193, 5197. As explained above, courses whose first two digits begin with 51 are capstones available for undergraduate students while those whose first two digits begin with 60 are courses with the same content as the 5100-level courses but are only offered to graduate students. Undergraduate students are not allowed to register for 6000-level courses without UG Director or UG Advising Coordinator's permission.

Note that classes with focus in American Politics **cannot** fulfill this requirement for INTA majors. SPIA usually schedules 2-3 of these classes every semester. Each 5000-level class counts only once toward the International Affairs Capstone & Groupings Requirement; the class can also satisfy a requirement in the respective grouping (e.g., Comparative Studies; International Economics; International Politics & Political Theory and; Foreign Policy, History & Diplomacy) and the capstone requirement at the same time. Students can complete multiple 5000-level classes; only one will serve as a capstone.

**Option 2:** Recommended only for students with a major GPA of 3.67 at graduation who qualify for high school honors or students who may not qualify for high school honors but have at least a

3.4 GPA in the major. Students can complete any POL 7000-level graduate seminar for undergraduate credit (one semester) with permission of instructor. Note that POL 7010 Pro-seminar in American Political Institutions is NOT allowed. Most of the times the 7000-level POL seminar will NOT appear under capstone on the audit but will be counted manually (we will not process this as a DARS exception, the major advisors and the certifier are aware).

Note, that for technical reasons, 7000-seminars are not coded in the audit to fulfill the Capstone requirements. Students and faculty should count them manually. In rare occasions, students 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 College of Arts and Sciences”) are to be turned in to French Hall West, 2nd floor, Mail Location 0037. See UG Handbook for further details.

Option 3: Students can complete POL 5000 and possibly 5001 Senior Thesis. This option is recommended if the following criteria are met: (1) the student has already identified a research project in the area of International Affairs; (2) a faculty in Political Science or similar discipline and the latter have agreed to supervise the thesis research; (3) the student maintains 3.0 or higher GPA or are possibly eligible for high school honors. In this case, the advisor should contact the UG Director and the supervising faculty and have the latter confirm that they are indeed willing to supervise the research and that the director approves of this plan. Depending on the scope of the project the student can plan to take POL 5000 **and** 5001 (in this case the student will be assigned a P or “In progress” grade in 5000 until 5001 is completed) or only POL 5000. POL5000 and 5001 should be completed sequentially Fall-Spring or Spring-Fall Semesters. They are NOT listed in the summer schedules and students cannot earn credits during the Summer Semester.

Option 4: INTA majors may complete the capstone requirement for students majoring in geography (GEOG 5000-5007) or Asian studies (AIST 5091). Capstones offered in other disciplines (e.g. history or economics) cannot be allowed but it is possible to have an advisor from these disciplines supervising an INTA research project. GEOG capstones cannot count for high school honors; AIST coursework can be accepted with permission from the UG Director or UG Advising Coordinator.

Additional details about INTA major advising are available in the video below:

<https://youtu.be/-NA3Z1hNg3k>

▼ Capstone

**Not Satisfied:** Students are required to complete 3 credit hours of coursework. Take Senior Thesis I or II (POL5000 or 5001), or one of the following courses:

- Units: 3.00 required, 0.00 taken, 3.00 needed

The following courses may be used to satisfy this requirement:

Course	Description	When	Grade	Status
POL5000	Senior Thesis I			
POL5001	Senior Thesis II			
POL5035C	Cyberattack Red Team Collabora			
POL5111	Politics and the Public			
POL5115	Polls, Elections, and Public O			
POL5136	Intergovernmental Relations			
POL5161	Power and Democracy			
POL6064	South Asia and the World			
POL5165	Women & Sustainable Developmen			
POL5168	Nation, Race, Identity			

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In this case the student has **not** completed their capstone requirement. Note that undergraduate students must always register for 5100-level POL classes to fulfill the capstone. 6000-level offerings are reserved for graduate students only.

POL & INTA majors can choose to complete **only** POL 5000 or POL 5000 **and** 5001 (subject to UG director's approval, see capstone instructions).

Students should complete 7000-level POL seminar if eligible for high dept honors.

Competing capstone requirement for INTA majors outside of SPIA (e.g., via study abroad coursework and/ or in another department) is generally not allowed. Exceptions require in rare occasions require authorization by the UG Director or UG Advising Coordinator. The UG Director or Advising Coordinator must have a compelling reason to authorize such an exception.

More information about the POL and INTA capstone requirement is available in this video: <https://youtu.be/W2gl3QNLf5k>

Note that POL majors need to maintain 2.0 GPA in the major and also 2.0 overall GPA in order to be certified that they have met all requirements to graduate. If students fail to maintain a 2.0 GPA, they will need to take as many classes as necessary to reach a 2.0 GPA. No exceptions can be made for the 2.0 GPA requirement.

#### BA Political Science Major Hours and GPA

Students are required to complete 39 credit hours of Major coursework and to maintain a 2.0 GPA in that coursework.

##### BA Political Science Major Hours and GPA

**Not Satisfied:** Students are required to complete 39 credit hours of Major coursework and to maintain a 2.0 GPA in that coursework.

- Units: 39.00 required, 33.00 taken, 6.00 needed
- GPA: 2.000 required, 3.963 actual

In this case, the student has 3.96 GPA in the major and should consider completing the 5000- (and possibly 5001 sequence) or a 7000-level grad seminar to be eligible for high school honors.

#### Current Enrollment

This requirement collects all courses that are currently 'in progress'

##### Current Enrollment

You are currently enrolled in the following courses

- Units: 0.00 required, 6.00 taken, 0.00 needed
- Courses: 0 required, 2 taken, 0 needed

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
POL3021	CON LAW FED SYST	3.00	Fall Semester 2016		◆
POL5185	US GRAND STRATEGY	3.00	Fall Semester 2016		◆

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Note also that the registration on the left side indicates that the student has registered for 2 classes (6 credits), they need to add at least 6 more credits (2 more classes) but no more than 12 credits without faculty permission to remain enrolled full time.

## IV. Other Specific POL and INTA Major Requirements

### **Internship for Academic Credit**

The School of Public and International Affairs offers Internship for Academic Credit jointly with the Division of Experience-Based Learning and Career Education (ELCE), 7th Level Joseph A. Steger Student Life Center, PO Box 210115. In order to be eligible for academic credit, POL and INTA students pursuing internships should be in good standing with 2.75 GPA or higher and must have completed at least 18 credits in their major prior to the academic term during which they start their internship or enroll in the course.

Availability: Internships are available locally, nationally and internationally. The School maintains a database of internships. For additional information please, visit SPIA's page or AlwaysUC website: <https://alwaysuc.cech.uc.edu/auth>

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. However, the SPIA does not endorse any political party, politician, or ideology or position in doing so. The Division of Experience-Based Learning and Career Education 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. Erin Alanson at Erin.Alanson@uc.edu or 513-556-0313. For details about these and other opportunities contact Dr. Ivan Dinev Ivanov (email: [ivanovid@ucmail.uc.edu](mailto:ivanovid@ucmail.uc.edu)).

There are two separate tracks to complete the internship: The first track recommended for students who have already arranged an internship program on their own and whose project involves more than 120-150 hours of work on the site. In this case, the student will register for POL 4090 (3 credits) and will need to verify with the Undergraduate Director that they have met all the requirements. POL and INTA majors who complete this track can choose on their own if they want to also take PD 2070. To earn academic credit students should 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 paper will be graded by Dr. Ivanov. If students complete more than one internship class, only one will count toward their POL or INTA coursework, the other will count toward free electives. Check the UG Handbook and the School's website for details:

<https://www.artsci.uc.edu/departments/spia/undergrad/internships.html>

The second track is administered by ELCE. It usually involves two semesters of coursework. In the first semester students can (but are not required to) register for PD 2070. In the second term student will sign up for INT 3001 (customized specifically for POL or INTA academic internships). For details contact Prof. Erin Alanson at Erin.Alanson@uc.edu or 513-556-0313.

### **Washington Center (TWC) Coursework**

Students who have completed a semester-long program offered via the Washington Center (TWC) typically receive 15 UC credits and up to 6 of these credits could count toward the POL major or INTA major (under the "Optional Electives" grouping). The remaining credits would count toward free electives. Students should contact Prof. Annie Straka from ELCE at Annie.Straka@uc.edu or 513-556-0387. TWC students usually prepare an Internship Portfolio which should be presented to the UG Director for his approval.

### **Study Abroad Coursework**

Students can earn academic credit through various study abroad opportunities. Most of them include a semester or year abroad and are coordinated by UC International (except the internship opportunities such as the Singapore experience which are coordinated by UC ELCE). UC students are required to meet with their major advisor who can review and approve the coursework and sign an online or paper form. The advisors should feel free to direct the students toward the UG Director; however they can also process these forms per their discretion.

Most of the rules for assessing coursework transferred from another institution also apply for assessing study abroad courses. First, if the advisor is not sure about the course content, they can request syllabi, other course materials and/ or relevant information to assess the quality and content of the offering. If there is similarity with UC's offerings, it is recommended to assign a UC course code (see attached Appendix 2 with list of our POL courses), so the student can avoid repeating the same or similar courses when they return to UC. If the student has selected another class from HIST, GEOG, ECON, SOC, or another discipline, the advisor can check their offerings on e-Curriculum or refer the case to the UG Director. Alternatively, if the student has taken a course not offered at UC, it is recommended to assign a ghost code (e.g. POL3000BLOCK) and identify the correct grouping or list the course under "Optional Electives." All interdisciplinary courses NOT listed on e-curriculum are normally accepted as "Optional Electives."

### **GPA Requirements and Programmatic Coursework**

POL and INTA majors need to maintain a 2.0 GPA in the major to graduate with a degree in Political Science or International Affairs. In case, their GPA is below a 2.0, then students and their advisors can run a what-if report that will tell them which courses and with what grade need to be completed to meet this or other course requirements as shown below:

Institution	Career	Catalog Year
University of Cincinnati	Undergraduate	Fall Semester 2013-14

#### Program Scenario

The information that appears on the page by default is your current academic information. You can use the fields below to set up a what-if scenario based on one or more programs of study. You can define up to three scenarios.

Academic Program	Area of Study	Concentration
Arts & Sciences Baccalaurea	International Affairs	n/a
None	None	None
None	None	None

#### Course Scenario

Select the "browse course catalog" button and then select courses for inclusion in your course what-if scenario.

[browse course catalog](#)

What-If Course List

Course

SUBMIT REQUEST

[Faculty Center](#) [Advisor Center](#) [Search](#)  
[My Advisees](#) [Student Center](#) [General Info](#) [Transfer Credit](#) [Academics](#)

Here are detailed instructions how to create and run a what-if report:  
<https://onestop.uc.edu/other/self-help.html#what-if-report>

A&S and faculty advisors can use Catalyst to type and read advisor notes, grant permission for students to register for classes and process exceptions.

### **V. POL Minor**

POL minor is structured fairly simply: we require 3 (three) of the 5 (five) introductory courses (POL 1010, 1040, 1060, 1080 and 1090) and any 4 (four) upper-level POL courses. Transfer credits from study abroad are allowed, but advisor(s) should be careful to make sure that at least a part of the coursework is completed on UC's Main (Clifton) Campus. We will accept 3 credits of internship from TWC or other forms of experiential learning toward the POL minor as well. INTA majors who are interested to add the minor can do so without additional work. However, it more beneficial for them to consider the pursuit of a double (POL and INTA) major.

### **VI. Certificates and Other Relevant Coursework**

POL and INTA should be encouraged to pursue one or several of our certificates based on their academic interests and professional plans and/ or aspirations. We currently offer interdisciplinary certificates in Security Studies, Cybersecurity, Legal Studies and International Human Rights. Students should understand that our curricula in the two majors are set in a way that encourages the pursuit of certificate(s), minor(s) or possibly another major. If carefully planned, a large part of the coursework in the certificate(s) should overlap with the coursework in their respective major.

If students choose to pursue major, minor(s) or certificates managed by another academic unit, they should be encouraged to stay in contact with their advisor and check in with them to make sure that they utilize the remaining coursework most efficiently so they are on track to complete the requirements for the other programs well.

**Minor in Spanish**

Students are required to complete 21 credit hours of coursework

Minor in Spanish

**Not Satisfied:** Students are required to complete 21 credit hours of coursework

- Units: 21.00 required, 9.00 taken, 12.00 needed

Required Courses

**Not Satisfied:** Students are required to complete SPAN3001, SPAN3002, and SPAN4001

- Courses: 3 required, 0 taken, 3 needed

The following courses may be used to satisfy this requirement:

Course	Description	When	Grade	Status
SPAN3001	Spanish Grammar and Compositio			
SPAN3002	Speaking in Spanish			
SPAN4001	Advanced Grammar			

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For example, the audit listed here shows that the student pursues a Minor in Spanish which is an excellent choice as some of the coursework coincides with the INTA major and possibly another certificate (e.g. War, Peace and Security Certificate or Int'l Human Rights). To that end, the student should be encouraged to discuss the progress toward their minor with the faculty advisor for this program.

▼ Directed Elective

**Not Satisfied:** Students are required to complete one course from the following

- Courses: 1 required, 0 taken, 1 needed

The following courses may be used to satisfy this requirement:

Course	Description	When	Grade	Status
<a href="#">SPAN3031</a>	Spanish Film			
<a href="#">SPAN3032</a>	Latin American Film			
<a href="#">SPAN3081</a>	Las Tres Culturas			
<a href="#">SPAN3082</a>	Latin America Today			
<a href="#">SPAN3083</a>	Spain Today			
<a href="#">SPAN3084</a>	Hispanic Culture US			
<a href="#">SPAN3085</a>	Spanish Civilization I			
<a href="#">SPAN3086</a>	Spanish Civilization II			
<a href="#">SPAN3087</a>	Latin American Civilization I			
<a href="#">SPAN3088</a>	Latin American Civilization II			

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▼ Electives

**Satisfied:** Students are required to complete 9 credit hours of coursework from SPAN2015, SPAN2016 or any SPAN courses 3000 level or higher

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
<a href="#">View Course List</a>	Electives				
<a href="#">SPAN2015</a>	<a href="#">SP COMP AND CONV I</a>	3.00	Fall Semester 2014-15	TST	✓
<a href="#">SPAN2016</a>	<a href="#">SP COMP AND CONV II</a>	3.00	Fall Semester 2016		◆
<a href="#">SPAN3052</a>	<a href="#">SRV LRN: MED SPAN</a>	3.00	Fall Semester 2016		◆

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Courses Not Used by the Audit

The following courses have credit associated with them but are not used in this degree program.

For details about academic advising, please refer to the Undergraduate Handbook and feel free to contact the UG Director or the UG Advising Coordinator. Note that Catalyst has new functions which allow advisors to provide notes and also to read other advisors' notes.

## Appendix 1: Glossary of Terms Used in the UG Advising

**Area of Emphasis Coursework (for Political Science majors)** – 27 upper-level credits (2000-level or higher) or 9 classes of POL coursework required for POL majors to complete their degrees in four sub-categories (at least one class in each category is required) that include American Politics, Political Theory, Comparative Politics, International Relations and a Capstone.

**Advanced Placement (AP) credits** – policies that allow students to complete college-level coursework at their high schools aimed at easing the transition from high school to college as well as between and among Ohio’s Public colleges and universities. Contact UC’s office of admissions for further information.

**Capstone** – coursework with focus on research required for POL and INTA majors usually in their senior year to graduate with a degree from the School of Public and International Affairs. It usually involves one of the following three options: (1) POL 5000 and 5001; (2) 5035C, as well as any 5100-level or; (3) 7000-level coursework (note that effective Fall 2016 all 6000-level courses will be available to graduate students only). See UG Handbook or this document for further details.

**Catalyst Information System** –the integrated information system used by the University of Cincinnati. For further info visit the system’s website: <http://catalyst.uc.edu/>. Faculty, staff and students will be gradually granted access to all the functions which include course registration, student audits, various managerial functions and other functionalities.

**A&S or College Advisor** – professional college advisor whose primary responsibility is to work with A&S students in planning all gen. ed. (core) requirements, graduation checks and certification needs. Undergraduate students are required during their freshman year to seek mandatory advising. The A&S advisor for all POL and INTA declared majors is Daniel Hagedorn (Email: [hagedodl@ucmail.uc.edu](mailto:hagedodl@ucmail.uc.edu)).

**A&S or College Student Awards** –College of Arts and Sciences’ awards include the McKibben Award for the best graduating male senior and Eleanor Hicks award for best female senior in the college. UC students have received many of those awards in the past.

**College Credit Plus (CCP)** – a program in the State of Ohio that allows high school students to earn college and high school credits at the same time by taking college courses offered or administered by community colleges and/ or universities. The purpose of the program is to promote rigorous academic pursuits and to provide a wide variety of options to college-ready students. Contact Lisa Holstrom at the College of Arts and Sciences for more information (email: [holstrla@ucmail.uc.edu](mailto:holstrla@ucmail.uc.edu)).

**Cybersecurity Certificate** – interdisciplinary certificate (12-36 credits). It requires 50% or more of the coursework to be completed outside A&S at the College of Education, Criminal Justice, and Human Services and the College of Engineering (CECH). Advising is provided by CECH Student Services; email: [cechssc@ucmail.uc.edu](mailto:cechssc@ucmail.uc.edu); phone: 513-556-2336.

**Division of Experience-Based Learning and Career Education (UC ELCE)** – this UC division leads the Cooperative Education, the Internship Program and career based education. The contact person for students from the School of Public and International Affairs is Paula Harper who can be contacted at [harperpr@ucmail.uc.edu](mailto:harperpr@ucmail.uc.edu) or 513-556-9811.

**Environmental Studies (EVST)** – an interdisciplinary program in the College of Arts and Sciences that focuses on topics like climate change, environmental justice, resource depletion, population growth, public health, famine and other. Political Science contributes with faculty, research and course offerings. Some of our major pursue EVST degree(s) and some of the EVST students are enrolled in our programs (e.g., SSTD certificate). Details about the program can be found at: <http://www.artsci.uc.edu/departments/interdisciplinary-studies/environment.html>

**Exceptions** – corrections on students’ audits processed manually or electronically that allow completion of various gen. ed. or major requirements through a path that is not formally coded in the degree audit system. Exceptions are approved by the UG Director or Advising Coordinator and can be processed by a major or college advisor.

**Experiential learning** – requirement for all A&S students that can be completed in one of the following three ways: (1) by completing a study abroad course; (2) by completing an internship; (3) by completing a service-learning course. The faculty-led study abroad program in Brussels and The Hague is one possible way to fulfill this requirement.

**Faculty advisor** – full time professor in the School of Public and International Affairs who provides professional advice on the completion of major, minor or certificate requirements (depending on their area of expertise) as well as professional and scholarly development. Note that faculty advisors do NOT advise students on course scheduling; contact your A&S advisors. Faculty advisors provide general guidance about course content, professionalization in the discipline, post-baccalaureate studies and other scholarly and professional opportunities.

**Foreign Language (FL) Requirement** – All students in the College of Arts and Sciences are required to complete 10-12 credits studying a foreign language to earn a degree (with exception of students whose native or heritage language is different from English). INTA students are required to complete twice as many credits between one or two different foreign languages to graduate with a degree in International Affairs.

**GPA calculator** – an advising tool in the form of an xls spreadsheet or a what-if function on the new Catalyst Degree Audits that allows students and advisors to calculate how a student’s GPA would change if they completed a certain coursework based on the grade that they could earn in this course.

**Grade replacement** – a UC policy that allows a student to repeat UC coursework, with the final grade awarded for the most recent class enrollment calculated into the cumulative grade point average rather than the final grade awarded for the original class enrollment. The total number of replaced credit hours may not exceed 15 (fifteen) quarter hours or 12 (twelve) semester hours. Students may repeat up to a maximum of 5 (five) undergraduate quarter courses or 4 (four) semester courses.

**Graduate Director** – full time UC Political Science faculty who administers the policies of the graduate programs and represents the School and its graduate programs at the A&S Graduate Directors Council. In consultation with the School’s Director and other SPIA faculty members, the Graduate Director assigns Graduate Assistants and their teaching or research duties. Currently Prof Laura Jenkins is the Grad Director and can be contacted at [Laura.Jenkins@uc.edu](mailto:Laura.Jenkins@uc.edu)).

**Heritage speaker of a foreign language** – Students in the College of Arts and Sciences who learned a language different from English at home but received no formal instruction or little instruction (e.g. the equivalent of 7<sup>th</sup> grade or less in that language). These students are normally required to go through an evaluation of language fluency if they want to have their college or INTA FL requirement waived.

**Historical Perspectives (HP) Requirement** – a general education requirement that all A&S students should complete at least 6 (six) credits of 1000-level history classes. INTA majors are required to take 6 credits of non-U.S. history classes (e.g. World, European, Asian, Middle Eastern, African, Latin America, Ancient, Medieval, etc. history).

**International Human Rights (IHR) Certificate** – an interdisciplinary certificate/ program offered in partnership with the Morgan Institute for Human Rights at the UC College of Law that focuses on international norms, laws, institutions, politics and social movements. The IHR advisor is Prof. Stephen Porter (email: [Stephen.Porter@uc.edu](mailto:Stephen.Porter@uc.edu)).

**International Affairs (INTA) Capstone and Groupings Requirement** – 27 upper-level credits (or 9 classes) of INTA coursework required for INTA majors to complete their degrees in four sub-categories (at least one class in each category is required) that include International Politics and Political Theory, Foreign Policy, History, and Diplomacy, International Economics, Comparative Studies and a Capstone.

**Internship for Academic Credit** – program offered by the School of Public and International Affairs or Division of Experience-Based Learning and Career Education (ELCE) that allows students to earn up to 6 college credits 3 of which can count toward their POL or INTA coursework by participating in an Internship and/ or another form of experiential learning. It is offered in partnership with ELCE. For further information contact Dr. Ivan D. Ivanov (email: [ivanovid@ucmail.uc.edu](mailto:ivanovid@ucmail.uc.edu)) or Paula Harper at UC ELCE (email: [harperpr@ucmail.uc.edu](mailto:harperpr@ucmail.uc.edu)).

**Introductory Courses in Political Science** – the School of Public and International Affairs offers 5 introductory courses: POL 1010 Introduction to American Politics, POL 1040 Introduction to Political Theory, POL 1060 Introduction to Comparative Politics, POL 1080 Introduction to International Relations and POL 1090 Law, Politics and Society. POL majors are required to complete 12 POL credits (4 courses) that include POL 1010, 1040, 1060 and 1080. INTA majors are required to complete 12 credits (3 courses) of introductory courses in Political Science that include POL 1060, 1080 and **two** of the following: POL 1010, 1040 and 1090..

**Model United Nations (MUN)** – a student organization at UC whose team participates in several local, national and international conferences aimed at learning about how the United Nations works

by representing delegations from a variety of countries. MUN students have won multiple awards; the organization is open to POL, INTA and other majors. Contact MUN faculty advisor Dr. Rebecca Sanders ([Rebecca.Sanders@uc.edu](mailto:Rebecca.Sanders@uc.edu)) for further details.

**Nationally Competitive Awards** – the nationally awards include Fulbright, Marshall, Mitchell, Rhodes, Goldwater, Truman, Boren and other fellowships. POL and INTA students have a distinguished record of winning these awards. Some of them require endorsement and UC has an Office of Nationally Competitive Awards that serves as a resource for world-renowned and highly competitive scholarships and fellowships and can be contacted at [nca@uc.edu](mailto:nca@uc.edu).

**Native speaker of a foreign language** – an A&S student who has completed schooling in a language of instruction different from English through the equivalency of the eighth grade. Native speakers can have their college or INTA FL requirement waived if they can provide documentation showing they have completed the required formal instruction in this language.

**Political Inquiry Requirement** – a methodological requirement for all POL and INTA majors (optional for POL minors and students pursuing various certificates) to acquire broad and specific methodological skills to understand and conduct social science research. It should be fulfilled by completing POL 1001 Power & Politics: Understanding the Political World. Students who completed the requirement prior to Fall 2016 took POL 3000 (Political Inquiry: Approaches & Methods).

**Political Science Student Association** –POL and INTA student organization which organizes events ranging from political film screenings and discussions to electoral debate watches. PSSA hosts the spring reception and awards ceremony to recognize many students' accomplishments and say goodbye to graduating seniors. It also connects current majors and successful UC alumni who can provide information about professional opportunities and mentoring to current and future students. Contact the faculty advisor Dr. Rina Williams ([Rina.Williams@uc.edu](mailto:Rina.Williams@uc.edu)).

**Quantitative Reasoning (QR) Requirement** – all A&S students are required to complete at least 6 (six) credits of QR coursework. Effective Fall 2016 POL and INTA majors are required to complete **one** STAT course courses (e.g. STAT 1031, 1034, 1035 or equivalents; other MATH courses can be accepted) **and** POL 3001C (Quantitative Research & Data Analysis). POL and INTA students and their advisor(s) should contact the UG Director or Advising Coordinator for permission of other classes to count toward this requirement.

**Ruehlmann Fellowship**– \$2,500 awarded to Political Science majors with interest and/ or focus in Public Policy. Applications are due in January. Students are required to submit an essay and have a letter of recommendation sent to the UG Director.

**School of Public and International Affairs (SPIA)** – An Academic Unit within UC that offers courses and programs with focus on public politics and international affairs. Formerly known as the School of Public and International Affairs, this academic units manages and runs graduate and undergraduate programs in Political Science, undergraduate programs in International Affairs, Law and Society and Cyber Strategy and Policy and a graduate program in Public Administration. It

additionally offers a minor in Political Science and certificates in War, Peace and Security, Cybersecurity, Legal Studies and International Human Rights

**School Director** – UC SPIA professor who has been appointed by the Dean of Arts and Sciences to oversee the entire operation of School and represent it to the Dean and other administrative officers of the University. The Director has primary responsibility for the allocation of School funds, appoints the Directors of Graduate and Undergraduate Studies, schedules courses, presides over the Advisory Committee and establishes other committees as needed. SPIA's Director is Dr. Richard Harknett who can be contacted at [Richard.Harknett@uc.edu](mailto:Richard.Harknett@uc.edu).

**School Honors** – a recognition for graduating POL and INTA students whose GPA in their major is 3.34 or higher. Usually 25-30% of graduating seniors are awarded this SPIA award.

**School High Honors** – POL and INTA students whose major GPA is 3.67 or higher are eligible if they take 7000-level Graduate Seminar or write a senior thesis (POL5000 and/or 5001) as their capstone. If students complete a 5100/6000-level capstone, they will be awarded school honors instead.

**Taft Research Center** – UC research center that funds scholarship in the social sciences and humanities. The Taft Center offers UG Enrichment, UG Research and UC Summer Fellowships to promote undergraduate research. Visit their website for details and application due dates at <http://multisite.uc.edu/taft/about/about>.

**Tolley Fellowship** – fellowship named after UC's Professor Emeritus Howard Tolley to support a human rights service project, work experience, research or study abroad of no less than two weeks outside North America. Open to UC students with 2.7 or higher GPA, preference is given to U.S. nationals raised in the Cincinnati area with no prior travel abroad experience.

**Transfer student** – a student who has completed their coursework at another institution of higher education but for various reasons has chosen to transfer and has been admitted to pursue an undergraduate degree at UC.

**Transition student** – a student who has completed a part of their work on one of the two UC branch campuses (UC Blue Ash or UC Clermont) and have been admitted to the College of Arts and Sciences to pursue a Bachelor's Degree.

**UC International** – UC office that serves international students and visitors as well as domestic students wishing to study abroad. UC International offers semester- and year-long study abroad opportunities. The office disburses grants to study abroad and provides information about external funding opportunities; it also helps organize faculty-led short term (1-4 weeks) study abroad programs.

**Undergraduate Advising Coordinator** – full time UC Political Science professor who coordinates advising efforts, certifies graduation applications and assists transfer, transition students and double

majors. Currently Dr. William Umphres is the UG Advising Coordinator who can be contacted at [William.Umphres@uc.edu](mailto:William.Umphres@uc.edu).

**Undergraduate Committee** – decision-making body within the School of Public and International Affairs consisting of 5 (give) SPIA faculty members which oversees the undergraduate programs offered in the School (majors, minor, certificates) and recommends or decides on the implementation of specific rules and policies. It also selects candidates for school awards and/ or fellowships, and reviews individual student cases if needed.

**Undergraduate Council** – a consultative and decision-making body within the College of Arts and Sciences consisting of all undergraduate program directors or their representatives which discusses, approves and/or recommends courses, programs and policies relevant to the College.

**Undergraduate (UG) Director** – UC Political Science professor who supervises the Undergraduate Programs and activities and makes executive decisions in the implementation of university, college and SPIA rules related to the UG program. The UG director receives help and advice from the UG Advising Coordinator and the UG Committee. UG students should refer to him or her on UG program-related issues or concerns. Currently Dr. Andrew Lewis is the UG Director and can be contacted at [Andrew.Lewis@uc.edu](mailto:Andrew.Lewis@uc.edu).

**Undergraduate Handbook** – a document that contains information about the School of Public and International Affairs and its undergraduate programs, policies and requirements. A copy of the Handbook is available on the SPIA webpage; it is updated every year and does not supersede or otherwise alter any A&S College or university policy or requirement.

**University Awards** – these university-wide awards conferred to outstanding students for contribution to the school, local and world communities, etc. They include Presidential Leadership Medal of Excellence (PLME), Paradise, Spencer Diversity Ambassador, Spirit of Community and other Awards. POL and INTA students have distinguished record in receiving these awards.

**Washington Center (TWC)** – an independent non-profit organization based in Washington D.C. that organizes semester-long internship experiences at various public, private and governmental institutions in the DC area. POL and INTA students with 2.75 or higher GPA are eligible to apply. UC ELCE serves as a liaison between UC and TWC and students should contact Annie Straka (email: [Annie.Straka@uc.edu](mailto:Annie.Straka@uc.edu)) for further details.

## Appendix 2: POL Course Catalog

### List of POL courses listed on e-Curriculum (as of Aug 2018)

Legend: American Politics course; Political Theory course; Comparative Politics course; International Relations course; Other (policy, inter-disciplinary, cross-departmental, etc. courses)

#### Introductory courses and Freshmen Seminars

Course Code	Title	Brief description	Notes
POL 1001	Power & Politics: Understanding the POL World	Introduces students to approaches used to study politics; students become familiar with sub-fields in Political Science & philosophical assumptions underlying political inquiry.	POL and INTA required Core methods offering
POL 1010	Intro to American Politics	Introduces students to the American political system	POL and INTA required (INTA 3 of 4 intros)
POL 1013	<b>Freshmen Seminar:</b> Democratic Citizenship	Introduces UC students to the topics of political activism and civic engagement.	Freshmen seminar/ fulfills gen. ed. Requirement (SS and SE).
POL 1021	<b>Freshmen Seminar:</b> Post-Truth and Fake News	This freshmen seminar explores issues related to the future of the news media and of society from the perspectives of communication, political science, and journalism.	Freshmen seminar/ fulfills gen. ed. requirement. Cross-listed JOUR 1060; COMM 1060
POL 1040	Intro to Political Theory	Traces the development of political theory from the classical era to the modern theory	POL and INTA required (INTA 3 of 4 intros)
POL 1060	Intro to Comparative Politics	Introduces fundamentals of comparative government institutions and political processes.	POL; INTA students should plan to complete it.
POL 1080	Intro to Int'l Relations	Builds a sophisticated understanding of contemporary international politics thru focus on war, peace, law and institutions	POL; INTA students should plan to complete it.
POL 1081	<b>Freshmen Seminar:</b> Globalization: Challenges & Opps	Introduces first year students to various debates about globalization; the course considers the arguments in favor and against globalization.	Freshmen seminar/ fulfills gen. ed. requirement SS for INTA.
POL 1089	<b>Freshmen Seminar</b> Human Rights and Security: Balance in Free Society	This freshmen seminar explores issues in the nexus of human rights, security and individual freedoms from the perspectives of history and political science.	Freshmen seminar/ fulfills gen. ed. requirement. Cross-listed HIST 1089
POL 1090	Law, Politics and Society	Introduces students to the Legal Studies field; explores the role of law and the legal system in politics and society.	LSC Certificate course Intro for INTA students

#### Upper-level (2000-4000 level) courses

Course Code	Title	Brief description	Notes
2010	Public Opinion and American Politics	Teaches origins of modern public opinion polling and how it has evolved over time	POL majors; Public Opinion certificate, NO INTA majors
2011	Elections in America	Analyses American electoral system, political campaigns, and voting behavior.	POL majors only
2012	Political Parties in America	Examines the roles of political parties in the American political system including selection of candidates, financing of campaigns, and mobilization of voters.	POL majors only
2013	Democratic Citizenship	Surveys theories and premises of citizenship, as well as factors that challenge these concepts.	POL majors only
2014	Sports and Politics	Analyzes the political and social impact of sport, including professional sports, intercollegiate athletics, and the Olympics.	POL majors only
2015	Women and Politics	Introduce the feminist approach to politics and political institutions; examines the status of women in the US from	POL majors only; cross-listed <b>WGS 2015</b>

		the colonial period to the present.	
2016	State and Local Government	Focuses on institutional structure of U.S. states and local governments; explores the history and development of state and local governments in the U.S. federal system.	POL majors only
2017	Government & Politics of Ohio	Traces the history and traditions that shaped and formed the major political institutions of the State of Ohio and its party system.	POL majors only
2018	Interest Group Politics and Lobbying	Discusses how interests groups organize themselves, mobilize supporters, and how they seek to influence policies in all branches and levels of government.	POL majors only
2019	The American Presidency	Applies various concepts and methodologies to examine the institution of the American Presidency.	POL majors only
2020	The American Congress	Introduces students to the constitutional structure of the US Congress and to the functions that the legislative body performs in the U.S. political system.	POL majors only
2021	American Courts + Judicial Process	Examines the structure and functions of the state and federal judicial systems, civil and criminal procedure, and the legal profession.	POL majors only; SSTD certificate
2022	The Politics of Law and Religion in the U.S.	Explores the relationship between politics, law, and religion in the United States from the Founding period to the present.	POL majors only; cross-listed with religious studies
2023	Media and Politics in America	Examines the theoretical and actual role of media in the United States, with a particular focus on media content as an influence on public opinion and behavior.	POL majors only; joined with <b>JOUR 3035</b>
2024	Constitutional Conversations	This course focuses on the U.S. Constitution and the contemporary conversations related to various constitutional topics.	POL majors only; Legal Studies and Law and Society Course.
2026	Introduction to Public Administration	Introduces various approaches to public administration and its role within a democratic society, utilizing various political science concepts and methodologies.	POL & INTA majors, SSTD certificate
2031	Environmental Policy	Analyzes the behavior and activities of national and global entities in the processes of making and implementing environmental policy.	POL & INTA majors; SSTD certificate; cross-listed <b>EVST 2031</b>
2035	Cybersecurity: Strategy and Policy	Examines U.S. and international efforts to develop strategies, policies, and organizations needed to secure the digital infrastructure.	POL & INTA majors; SSTD and Cybersecurity certificates
2036	Cyber Security and Social Responsibility	Surveys cyber environment, assesses cybersecurity practices in a responsible decision-making framework, and applies student creativity and insight to making socially responsible recommendations for policy situations.	POL & INTA majors; Cybersecurity certificates
2037	Conflict in Cyberspace	The course will focus on control in cyberspace, various actors in this domain, cyber threats and vulnerabilities and various forms of cyberconflict.	POL & INTA majors; Cybersecurity & Security studies certificates
2038	Law and Politics in Cyberspace	This course will survey key legal and political issues related to cyber security that include the role of governments, the private sector, the IOs and other players.	POL & INTA majors; Cybersecurity & Security studies certificates
2040	Development of Political Thought	Examines various political theories and develops ability to critically analyze these theories.	POL & INTA majors
2045	American Political Thought	Focus on various idealist and pragmatic philosophy and political thought that distinguish American Political Thought.	POL & INTA majors
2055	Win! How to Use Politics to Advance Agenda	Introduces students to various strategies to achieve political outcomes that are advantageous to themselves and/or their organizations.	POL majors only; cross-listed <b>PLAN 2055</b>
2063	Politics of China	Surveys modern and contemporary Chinese politics with focus on local and national policy-making and the Chinese party-state.	POL&INTA majors; AIST
2064	Politics of South Asia	Analyzes the many forms of government and politics in South Asia, which includes India (emphasis), Pakistan, Bangladesh, Afghanistan, Sri Lanka, Nepal and Burma.	POL&INTA majors; SSTD certificate; AIST
2065	Politics of Latin	Analyzes the many forms of government and politics in	POL&INTA majors

	America	Latin America and the major issues facing the region today.	
2066	Indian Politics and Society	Introduces India's politics and its social and cultural mosaic; focuses on political institutions and processes depicting the Indian experience.	POL&INTA majors; AIST
2069	Politics of Developing Countries	Examines developing countries in light of modernization and globalization thru the themes of polity, economy and identity.	POL&INTA majors
2071	Politics of the Middle East	Analyzes the diverse forms of government and politics in the Middle East; focuses on regional conflicts, human rights and minority issues.	POL&INTA majors; SSTD certificate; Middle Eastern Studies
2072	Iran: Domestic Politics and Foreign Relations	Introduces students to the domestic politics and foreign policy of Iran with focus on its social and political institutions, and foreign relations.	POL&INTA majors; SSTD certificate; Middle Eastern Studies
2074	Politics of Russia	Surveys the political system of Russia with focus on its culture, social, and economic features, domestic institutions, political parties, and foreign relations.	POL&INTA majors; cross-listed EUST 2074
2076	PoliSciFi: PoliSci thru Fiction and Film	Uses film and fiction to enable students to experience different worldviews; applies techniques for discourse and visual analysis.	POL&INTA majors
2077	Politics of Europe	Surveys governments in Europe, including their history, institutions, parties, classes and groups, and cultural patterns.	POL&INTA majors; cross-listed EUST 2077
2078	Japan: Society, Gov't and Economy	Uses interdisciplinary methods to introduce students to Japan's society, politics, government, and economy.	POL&INTA majors; AIST 2078
2080	America and the World	Examines the current U.S. role in world politics including the conduct of war, trade, and diplomacy; focuses on selected issues and policies.	POL&INTA majors; SSTD certificate
2081	Globalization and Politics	Introduces students to scholarly and policy debates about globalization; examines analytical and normative perspectives and surveys contemporary cases.	POL&INTA majors
2082	US Foreign Policy: Institutions, Process, and Policy	Introduces core actors, institutions and processes of US foreign policy and the leading models that explain specific US policies.	POL&INTA majors; SSTD certificate
2083	US National Security: Institutions, Process, and Policy	Introduces core actors, institutions and processes of US national security; engages in assessing contemporary national security policy choices.	POL&INTA majors; SSTD certificate
2084	US Political Intel/ Counter-intelligence	Examines U.S. intelligence community and its place in U.S. foreign policy; analyzes critically 21 century intelligence issues.	POL&INTA majors; SSTD certificate
2085	Terrorism and Insurgency	Examines historical and contemporary aspects of terrorism and insurgency warfare; focuses on contemporary cases.	POL&INTA majors; SSTD certificate
2086	Economic Globalization	Introduces the principles and issues associated with global flows of goods, money and resources; evaluates various effects of globalization.	POL&INTA majors
2087	Cooperation in Int'l Relations	Introduces key concepts & theories of int'l cooperation and examines instances of such cooperation through case studies and faculty-led study abroad.	POL&INTA majors; SSTD certificate; study abroad
2088	Int'l Law and Organization	Surveys int'l law, intergovt'l and non-govt'l organizations; addresses global governance, the U.N. system, security, trade and development.	POL&INTA majors; IHR, SSTD certificates
2089	Int'l Human Rights	Introduces the history, theory and culture of human rights; examines political, ethical, and legal dilemmas in connection with human rights.	POL&INTA majors; IHR, SSTD certificates
2090	America and Asia	Examines U.S. foreign policy and regional politics in Asia; covers political and economic engagement between America and Asia.	POL&INTA majors; AIST 2090
2091	War and Security	Examines means, methods, and motives for violence in IR; focuses on the causes of war, the effects of armed forces; and their implications for contemporary security.	POL and INTA majors Required course for SSTD certificate
2092	European Security:	Examines issues and problems of European security;	EUST 2092

	Actors, Processes, & Pol	surveys multiplicity of institutions and actors dealing with security concerns in Europe.	POL and INTA majors Required course for SSTD certificate
2093	Rising China in World Politics	Examines China's rise to international prominence and its implications for regional and global affairs; focuses on issues of energy, environment and security.	POL&INTA majors; AIST
2096	Global Gender Politics	Introduces how dominant approaches to global governance, global security, and global political economy are gendered and with what consequences.	POL&INTA majors; WIGS majors/ students; <b>WGS2096</b>
2097	International Institutions	Introduces students to concepts and theories of int'l institutions through on campus discussions and a study abroad trip to Brussels and The Hague.	POL&INTA majors; SSTD and IHR certificates; study abroad
3000	Political Inquiry: Approaches & Methods	Examines the diverse approaches to studying politics; focuses on the foundational principles of research design and data analysis in political science.	Required POL&INTA course Core methods offering
3001C	Quant Research & Data Analysis	This course examines the foundational principles of research design, collection and analysis of quantitative data in social science.	Required Gen Ed Course (QR) for POL&INTA majors, joined with <b>JOUR 3000C</b>
3009	Water Justice	Studies economic, cultural, social, environmental, and political importance of water; assesses approaches to water resources and different models of governance.	POL&INTA majors; cross-listed <b>SOC 3009</b>
3013	Political Psychology	Examines the history and evolution of the discipline of political psychology and its impact on public opinion, political ideology, and voting behavior.	POL majors only; cross-listed <b>PHYC 3013</b>
3015	Religion & Politics	Examines trends in religious identities, attitudes and political behavior, and issues and controversies about the role of religion in elections and politics.	POL majors only
3016	Polls, Elections, and American Politics	Examines public opinion and election polls in American politics, with emphasis on the measurement and interpretation of public opinion and election polls.	POL majors only
3021	Constitutional Law: Federal System	Introduces constitutionalism, the allocation of judicial, legislative, and executive powers, and the division of authority between nat., state and federal governments.	POL majors only; SSTD certificate
3022	Constitutional Law: Civil Rights + Liberties	Covers issues of criminal due process, life and death; discrimination and fundamental first amendment liberties.	POL majors only; SSTD and IHR certificates
3031	Sustainable Development	Explores the debates about sustainable development and current strategies for its implementation at the state, national, and international levels.	POL&INTA majors; coirss-listed <b>EVST 3031</b>
3032	Global Environmental Law & Policy	Introduces fundamental legal and policy issues in environmental law at domestic and international levels.	POL&INTA majors; cross-listed <b>EVST 5101</b>
3033	Global Biodiversity: Law and Policy	Examines multiple areas of law dealing with constitutional, administrative and international aspects of biodiversity and natural resource protection.	POL&INTA majors; cross-listed <b>EVST 5101</b>
3034	Emergency Management Policy & Administration	Surveys federal, state, and local efforts to manage man-made and natural disasters; examines policies to ensure homeland security.	POL majors only; SSTD certificate
3037	Women and Global Issues	Examines effects of global issues such as poverty, war, and the environment on women and their responses in various contexts.	POL and INTA majors; IHR certificate; cross-listed <b>WGS 3037</b>
3041	Marx and the Marxist Tradition	Examines key ideas of Karl Marx's approach to politics, economics, and society.	POL and INTA majors; joined offering with PHIL
3042	Black Politics	Takes a historical look at black political thought and action (i.e. Garvey Movement, Civil Rights Movement, Black Power).	POL majors only; cross-listed <b>AFST 3086</b>
3043	Citizenship and Terrorism	Compares and contrasts citizenship and terrorism; distinguishes between individual and socialized obligations and discusses their ethical and moral aspects.	POL&INTA majors, SSTD certificate
3044	Social & Political Philosophy	Studies the proper relationships between individuals, groups, and governments; focuses on natural, moral, or legal	POL&INTA majors, cross-listed PHIL 3021

		rights of individuals.	
3045	African American Social and Political Thoughts	Takes a critical look at the development of social and political thought of African Americans, from Africa to present times.	POL majors only, cross-listed <b>AFST 3025</b>
3046	State Theory	Examines the historical development of the nation state and focuses on its characteristics and the challenges that it faces today.	POL&INTA majors, SSTD certificate
3012	Multicultural Politics and Women's Rights	Explores questions and practices of culture(s) and women's basic individual rights; consider different political solutions to women's dilemmas.	POL majors only; cross-listed <b>WGS 3012</b>
3060	Comparative Political Analysis	Studies various forms of rule throughout history and around the globe; examines different types of rule and their social, economic and ideological foundations.	POL and INTA majors
3061	Knowledge is Power	Studies politics and policies related to education in the U.S. and the world; re-examines key concepts such as power, democracy, citizenship, and equality.	POL and INTA majors
3062	Global Religion and politics	Examines issues of war and peace, political stability, democratic freedoms and oppressions through the lens of religion.	POL and INTA majors IHR certificate
3063	Politics on Film	Uses classic and contemporary American and international films to engage with various freedoms, leadership, propaganda, ideology and others.	POL and INTA majors
3069	South Asian Women: Politics, Culture, Identity	Examines how women have affected and been affected by politics in South Asia with primary focus on India, Pakistan, and Bangladesh.	POL and INTA majors Cross-listed with WGS; AIST
3076	Politics of the European Union	Surveys EU politics and explores its unique political system; discusses its inter-governmental and supra-national characteristics.	POL and INTA majors; cross-listed EUST 3076
3080	Approaches to International Politics	Discusses core actors and dynamics of international politics; examines competing theories used to explain contemporary policies.	POL and INTA majors Required SSTD course
3081	Politics of Global Economic Affairs	Examines various aspects of global economic activity, on welfare, distributional consequences, and security implications of the globalized world economy.	POL and INTA majors
3082	Alignment and Alliances in IR	Examines the theoretical literature on alignment and alliances; uses NATO to explain contemporary security policies.	POL and INTA majors SSTD certificate; EUST
3083	China and the World	Examines China's rise to international prominence and its implications for regional and global affairs.	POL and INTA majors AIST
3084	International Relations of East Asia	Provides an overview of IR in East Asia with emphasis on the post-Cold War period; focuses mostly on cases in Northeast Asia (China, Japan, the Koreans, Taiwan).	POL and INTA majors SSTD course; <b>AIST 3084</b>
3085	American Grand Strategy	Considers 20 <sup>th</sup> century American grand strategy toward Europe and discusses implications for future politics in Asia.	POL and INTA majors SSTD certificate
3086	Security and Conflict in Asia	Examines security and conflict in contemporary Asia; discusses social, political, and military aspects of security and conflict in the region.	POL and INTA majors SSTD certificate; <b>AIST 3086</b>
3087	Regional Politics in Asia	Examines social, economic, political, and security issues aspects of politics in Asia, and the role of regional entities and external powers.	POL and INTA majors SSTD certificate; AIST
3089	Ethics, Violence, and War	Examines ethical, moral, and legal dilemmas that arise in contexts of political violence and warfare.	POL and INTA majors SSTD, IHR certificates
3090	International Conflict	Examines causes, conduct and dynamics of international conflict, as well as challenges for conflict management and resolution in the 21st century.	POL and INTA majors SSTD certificate
3091	War and Security	Examines means, methods, and motives for violence in IR; focuses on the causes of war, the effects of armed forces; and their implications for contemporary security.	POL and INTA majors Required course for SSTD certificate
3093	Nuclear Proliferation and	Examines the core issues in nuclear proliferation and arms control and their challenges in particular regions of the	POL and INTA majors SSTD certificate

	<b>Arms Control</b>	<b>world.</b>	
4004	Feminist Methods & Methodologies	Examines feminist research practices, focusing on methodological and epistemological questions across various disciplines.	POL and INTA majors Cross-listed <b>WGS 4004</b>
4010	Individual Work: American Politic	Allows POL majors to pursue in depth a special interest in American Politics. Research plan, faculty approval and UG Director's authorization required.	Independent study; could fulfill other programmatic requirements per advisor's ok.
4028	Campaign Comm & Women in Elective Politics	Examines the campaign communication strategies used by and for women who have sought or who are seeking elective office in the United States.	POL majors only Cross-listed <b>COMM4028</b>
4040	Individual Work: Political Theory	Allows POL&INTA majors to pursue in depth a special interest in Political Theory. Research plan, faculty approval and UG Director's authorization required.	Independent study; could fulfill other programmatic requirements per advisor's ok.
4041	International Women's Human Rights	Focuses on women's rights struggles in various parts of the world; examines the use of these rights by different movements.	POL&INTA majors; IHR course; cross-listed <b>WGS4040</b>
4060	Individual Work: Comparative Politics	Allows POL&INTA majors to pursue in depth a special interest in Comparative Politics. Research plan, faculty approval and UG Director's authorization required.	Independent study; could fulfill other programmatic requirements per advisor's ok.
4063	Presidential Rhetoric	Examines the roles of public communication in American presidency and the impact of a president's rhetoric.	POL majors only; Cross-listed <b>COMM4063</b>
4080	Individual Work: International Relations	Allows POL&INTA majors to pursue in depth a special interest in International Relations. Research plan, faculty approval and UG Director's authorization required.	Independent study; could fulfill other programmatic requirements per advisor's ok.
4081	Simulation of Decision-Making in IOs	Students participating in the Model UN earn academic credit for participating in a simulation within an IO taking place abroad.	Practicum; fulfills experiential learning requirement. Faculty approval needed.
4090	Internship Practicum	Allows POL&INTA majors to pursue in depth a special interest thru Internships. Research plan, faculty approval and UG Director's authorization required.	Internship/ Practicum. Fulfills experiential learning. Faculty approval needed.
4091	Undergraduate Teaching Assistantship	Outstanding POL and INTA seniors can experience teaching in the classroom and assist faculty through peer-led discussions.	Part of the UGTA program. Fulfills experiential learning. Faculty approval needed.

Capstone courses (5100- and 7000-level) listed below:

5000	Senior Thesis I	Designed for POL&INTA majors to complete senior thesis under faculty supervision. Proposal, faculty and UG Director's approval required (Part 1)	5000 required. "In progress" grade assigned prior completion of the project.
5001	Senior Thesis II	Designed for POL&INTA majors to complete senior thesis under faculty supervision. Proposal, faculty and UG Director's approval required (Part 2)	Optional to fulfill the requirement.
5035C	Cyberattack Red Team Collaborative Seminar	Expands the understanding of cybersecurity and cyber-aggression (cybercrime, cyberespionage, or cyberwar).	Capstone, POL&INTA majors SSTD & Cybersecurity (req'd); cross-listed <b>IT5035C</b>
5111 6011	Politics and the Public	Surveys the role of citizens in the political process with focus on participation in American national elections.	Capstone, POL majors only Capstone allowed for SSTD
5115 6015	Polls, Elections, and Public Opinion	Studies public opinion and election polls in American politics, with emphasis on the measurement and the interpretation of public opinion and polls.	Capstone, POL majors only Capstone allowed for SSTD
5123 6023	U.S. Media Policy Research and Reporting	Students conduct academic research on important topics: the First Amendment, freedom of the press, media ethics, media credibility and audience perception, reporting routines, media convergence and business models.	Capstone, POL majors; joined offering with the JOUR grad program.

5131 6031	Global Health and Diplomacy	Discusses modern diplomacy, public health and disease. Focuses on maldistribution of resources, war, culture, infectious diseases, disasters and their impact on populations	Capstone, POL & INTA Majors; joined offering with College of Medicine (PH/ PH 8075)
5132 6032	Architecture and Politics/ Politics of Built Space	Examines the political forces that shape the built environment and architectural practices; investigates how architecture embodies operations of power.	Capstone, POL and INTA Majors; joined offering with ARCH (no UG ARCH class)
5136 6036	Intergovernmental Relations	Studies relations between federal and state governments and how various institutions have responded to crises or implemented their political agendas.	Capstone, POL majors only SSTD course
5161 6061	Power and Democracy	Studies the concept of power in political science and addresses questions about who rules, how rule is exercised and distributed, and what are its effects.	Capstone, POL&INTA majors Capstone allowed for SSTD
5164 6064	South Asia and the World	Studies how South Asia is ruled today be focusing on political violence, colonial legacy, nationalism, economic development and alignments.	Capstone, POL&INTA majors Capstone allowed for SSTD; AIST course
5165 6065	Women and Sustainable Development	Focuses on women, politics and policies in the developing countries and their participation in economic development and a sustainable environment.	Capstone, POL&INTA majors Capstone allowed for SSTD Cross-listed <b>EVST 5165</b>
5168 6068	Nation, Race, Identity	Focuses on theoretical and philosophical writings on nationalism, race, racism and ethnicity as the latter have been driving forces in the political world today.	Capstone, POL&INTA majors SSTD course
5176 6076	The New Europe	Surveys literature on themes and theories of recent developments in European politics.	Capstone, POL&INTA majors Capstone allowed for SSTD; joined with EUST 5001
5177 6077	Europe vs America: Challenges in TA Relations	Examines the changing political, economic, and cultural relations between Europe and the US; examines political systems; public policies and foreign policy positions.	Capstone, POL&INTA majors Capstone allowed for SSTD; joined with EUST 5001
5180 6080	International Cooperation	Examines key concepts, theories, variations and instances of international cooperation. May include a study abroad trip to Brussels and the Hague.	Capstone, POL&INTA majors SSTD certificate, Study abroad course
5181 6081	Inequalities & Resistances in the Global IPE	Examines the production of and resistances to global inequalities through critical, esp. feminist, perspectives on the global int'l political economy (IPE).	Capstone, POL&INTA majors, cross-listed with <b>WGS 4181</b>
5183 6083	China and America: Challenges and Opportunities	Examines U.S.-China relationship with emphasis on contemporary world affairs and foreign policies on a range of pressing issues.	Capstone, POL&INTA majors Capstone allowed for SSTD
5184 6084	International Crisis Decisionmaking	Examines competing models of decision-making and the particular dynamics of international crises. Involves research and a multi-week simulation.	Capstone, POL&INTA majors SSTD certificate
5185 6085	US Grand Strategy	Considers American grand strategy towards the great powers with an eye towards the implications of that experience for future politics in Asia and elsewhere.	Capstone, POL&INTA majors SSTD certificate
5186 6086	Asian Security	Examines security and conflict in Asia; focuses on human security, social and ethical aspects, economic and environmental challenges.	Capstone, POL&INTA majors SSTD certificate; AIST course
5189 6089	The Politics of Humanitarian Intervention	Examines the causes, character, and consequences of military intervention for humanitarian purposes. Discusses cases of Iraq, Kosovo, Bosnia, Libya, Syria.	Capstone, POL&INTA majors SSTD certificate
5190 6090	Feminist International Politics	Examines the development and impact of the field of feminist IR of the study of world politics. It focuses on readings dealing with feminist security studies and feminist international political economy.	Capstone, POL&INTA majors SSTD certificate
5193 6093	Nuclear Proliferation, Arms Control, and International Security	Examines issues related to nuclear proliferation and arms control; focuses on nuclear policies, programs, international treaties, diplomacy and sanctions.	Capstone, POL&INTA majors SSTD certificate
5197 6097	Global and Regional Governance	Examines the role and meaning of global and regional governance; the importance of international institutions and their impact in various areas of international cooperation.	Capstone, POL&INTA majors SSTD certificate

List of 7000-level courses approved for Dept High Honors Capstone for POL majors subject to instructor's approval):

- POL7010 Pro-seminar in American Political Institutions (4 credits)*
- POL7011 Pro-seminar in American Political Behavior (4 credits)*
- POL7012 Pro-seminar in Political Parties (4 credits)*
- POL7015 Pro-Seminar in Public Opinion and Public Policy (4 credits)*
- POL7019 Pro-seminar in American Executive Politics (4 credits)*
- POL7020 Pro-seminar in Legislative Politics (4 credits)*
- POL7026 Politics of Plan Implementation (4 credits)*
- POL8010 Research Seminar in American Politics (4 credits)*

Also any of the INTA Honor Honors Courses listed below are acceptable (4 credits)

List of 7000-level courses approved for Dept High Honors Capstone for INTA majors (subject to instructor's approval):

- POL7042 Cosmopolitanism (4 credits)*
- POL7060 Proseminar in Comparative Politics (4 credits)*
- POL7068 Identity Politics in Comparative Perspective (4 credits)*
- POL7069 Democracy and development (4 credits)*
- POL7080 Proseminar in International Relations Theory (4 credits)*
- POL7081 Field Seminar in Security Studies (4 credits)*
- POL7082 Proseminar in International Security (4 credits)*
- POL7083 Pro-Seminar in International Political Economy (4 credits)*
- POL7084 Contemporary International Law (4 credits)*
- POL7091 Critical Perspectives on War, Peace, and Security (4 credits)*
- POL8060 Research Seminar in Comparative Politics (4 credits)*
- POL8080 Research Seminar in International Relations (4 credits)*

## Appendix 3: Most Frequently Asked Questions (FAQs) by Students

### Most Frequently Asked Questions (FAQs) by Students about Academic Advising

Q1: *I would like to declare Political Science major or minor; International Affairs majors and/or one of the following certificates: Security Studies, International Human Rights, Cybersecurity, Legal Studies. How can I do it?*

A: When students transfer from another academic institution or regional campus, they need to apply and be admitted to the College of Arts and Sciences to declare any of these majors, minor or certificates. Here is more information:

<http://admissions.uc.edu/apply.html>

Once admitted to the College of Arts and Science or another West Campus College, students can declare any of these academic program online at:

[http://www.artsci.uc.edu/students/undergrad/forms/declare\\_major.html](http://www.artsci.uc.edu/students/undergrad/forms/declare_major.html)

Q2: *POL and INTA curricula list multiple 2000- and 3000-level courses. What is the difference between these two groups of courses?*

A: 2000-level courses are focused on specific policies, regions or issues, whereas 3000-level courses focus on theoretical and conceptual aspects of Political Science. However, from programmatic point of view there is very little difference. Students can use any of these courses to fulfill their POL and/ or INTA course requirement. Occasionally, 3000-level courses might require independent research and analysis whereas 2000-level courses might emphasize learning of basic factual content. Also, 2000-level courses have a BoK general education (gen. ed.) attributes attached (and hence will count toward gen. ed. coursework for non-majors) where most 3000-level courses do NOT have these attributes due to university policies.

Q3: *I am an INTA major; should I pursue a double (INTA and POL) major or a POL minor?*

A: If you have decided to pursue an INTA degree, you are almost certainly going to earn enough credits for a POL minor due to similar coursework. INTA students can declare a POL minor but the school would recommend the pursuit of double (POL and INTA) major if feasible. Similarly, we would suggest one of our inter-disciplinary certificates (e.g. SSTD, IHR, CYBR and others).

Q4: *I have finished all gen. ed. and major coursework but still have 1-2 semesters left until graduation (i.e. to reach 120 credits). Why is this so? What should I do?*

A: Most curricula in the College of Arts and Sciences are set up in a way that allow students who chose their major early in college to complete required coursework relatively quickly. As a result, by their senior year most A&S students will have left free electives equivalent to 1-2 semesters of coursework. In these cases, the school normally recommends students to enroll in another minor(s) and/ or certificates(s) to use these credits in a structured way that enhances their future competitiveness on the job market.

*Q5: I am interested in INTA but also POL and several other majors. Can I complete all of them?*

A Students should keep in mind that multiple majors across different colleges are more difficult to complete (SPIA would basically recommend only a combination of POL/INTA and economics or business). Students should focus on one major and several minors and/or certificates in a course of four years. Bear in mind that you always have an option to pursue a graduate (MA/ PhD) degree in an area different from your undergraduate coursework.

*Q6: I heard that requirements for Political Science and International Affairs majors have changed. Is this true and how will this affect me?*

A: Yes, effective Fall 2016, there will be new required courses for the Quantitative Reasoning (QR) requirement and Political Analysis requirements. Students will have to take **one** STAT course (from STAT 1031, 1034, 1035) **and** POL 3001C (Quantitative Research and Data Analysis). Students will be required to complete POL 1001 (Power and Politics: Understanding the Political World) to fulfill the Political Analysis requirement. The new requirements should not affect students' progress toward their degrees as they can complete the QR requirement prior to Fall 2016 by taking two STAT courses (e.g. STAT 1034, 1035 or equivalents). Please, note that POL 3000 will continue to count toward the Political Analysis requirement but will NOT be offered after the Summer Semester 2016. Instead, POL and INTA students will be advised to complete POL 1001 and also take 3001C as their second QR course (unless they have already accumulated 6 credits of QR coursework).

INTA majors are also required to complete POL 1060 (Introduction to Comparative Politics and POL 1080 Introduction to International Relations) to fulfill their Introductory Courses in Political Science. For their third class they have options to choose from POL 1010 (Introduction to American Politics), POL 1040 (Introduction to Political Theory) and POL 1090 (Law, Politics and Society).

*Q7: I heard that there are changes to the number of credits required for POL and INTA majors. Is this correct? What are the new requirements?*

In essence all INTA students graduating in or after December 2017 will be required to take 27 rather than 24 credits of upper-level POL and INTA coursework (or the equivalency of one additional course for each of the two majors). Additionally, INTA major will be required to take 12 rather than 9 credits of Introductory Courses in Political Science which include POL 1060 (Introduction to Comparative Politics), POL 1080 (Introduction to International Relations) and **two** more of the following courses POL 1010 (Intro to American Government), POL 1040 (Intro to Political Theory) and POL 1090 (Law, Politics and Society).

*Q8: I heard that the School of Public and International Affairs (SPIA) offers a Legal Studies Certificate. Where can I learn more about it?*

Yes, we are pleased to offer in partnership with the College of Law a new Legal Studies certificate. It is geared toward pre-Law students and students interested in careers in the legal profession. The certificate requires 18 credits of coursework between Political Science and Interdisciplinary tracks two required courses – POL 1090 (Law Politics and Society, 3 credits) and LAW 2001 (Introduction to Law & the Legal Profession, 3 credits). For further details contact Prof Andrew Lewis; his email is [Andrew.Lewis@uc.edu](mailto:Andrew.Lewis@uc.edu).

Q9: *How can I review my degree audit and access other advising resources?*

Students and advisors can access degree audits via Catalyst. For more details, visit the student section of the Catalyst website and register to view your student options:

<http://catalyst.uc.edu/>. You can also access your audit, schedule, course history and other valuable resources there. Also, course offerings are posted here:

<http://www.classes.catalystatuc.org/search/> (select Subject: POL-Political Science; Offering College, Arts & Sciences).

Q10: *I have some ideas what to do after college. Who should I talk to?*

A: You can most definitely talk to Division of Experience-Based Learning and Career Education (ELCE) people who have professional advisors trained to help you prepare for the job market. However, if you are interested to continue your education and go to graduate school, law school, etc. or seek other professional opportunities, you can also talk to your major advisor and/or other SPIA faculty. Feel free to talk to UG Director or your major advisor.

Q11: *I am planning to apply for graduation and I want to make sure I am on track. What should I do and/ or who should I talk to?*

A: Your first step would be to go online and check your audit. In case, there are minor unresolved issues related to your major or college requirements, please feel free to email your respective advisor and inquire about specific requirements as these issues can be resolved by email. If there are more substantial issues that require a waiver or a formal exception, then you should definitely meet with your A&S college advisor who can consequently refer you to the UG Director. Make sure you clear all unresolved issues before applying for graduation.

Q12: *I talked to my faculty advisor and he or she told me I am okay to graduate. I thought I had fulfilled all requirements (gen. ed. and major) and I applied for graduation but my application was denied. What should I do?*

A: Students should keep in mind that even if they have met all major requirements, they can be denied graduation if one of the gen. ed. (or college) requirements are not met. One such requirement is that each student should accumulate a total of 120 college credit. If the student is even 1 credit short, the college certifier will deny their application. Students should be aware of this dynamic and plan carefully ahead of time.

Q13: *My audit says that as of August 2021 I have accumulated a total of 111 college hours but my advisors told me I am ready to graduate in December 2021. Why is this case if I am supposed to have 120 credits?*

A: Unlike most parts of the degree audit which consider your “In progress” coursework completed, the Catalyst Degree audit counts toward “total college credits” only those hours which the student has completed successfully. In the case discussed in Q13 above, if the student has registered for and completes 12-18 credits in Fall 2021, they will accumulate between 122-128 college credits which is sufficient to graduate in December 2021.

Q14: *I think I was assigned an unfair grade and/or I feel I was treated unfairly by the instructor in the class. What should I do or who should I complain to?*

A: Your first step would be to discuss this matter directly with the instructor and explain why you feel you have not been treated fairly. If you are not able to resolve the issue, your second point of reference would be the UG Director or Advising Coordinator. Keep in mind that faculty in Political Science have academic freedom which includes the right to formulate and implement course policies. NO administrator (e.g. UG Director or UG Advising Coordinator) can change these policies unless the rules are considered unfair to the students. The Director or UG Advising Coordinator will inquire about the case from the instructor and let the student know about their resolution or recommendation. UG Director or Advising Coordinator has also the right to bring the issues to the UG Committee and/ or School Director for review and recommendations. Finally, if the student is not satisfied with the school's review and recommendations, they have the right refer the case to the University of Cincinnati's Ombudsman Office (the latter step is recommended only in exceptional cases).

Q15: *I met with the Undergraduate director or major advisor about the fulfillment of a requirement or another administrative issue but I don't think he or she was helpful and my issue was not resolved. What should I do?*

A: By and large, the Undergraduate Director is in charge of undergraduate affairs and if they are not available the student could refer this matter to the UG Advising Coordinator. However, if the director has reviewed the case and has not been able to find a mutually acceptable resolution, depending on the type of issue, the student can refer the issue to the School Director.

Q16: *Am I eligible for School or High School Honors? What should I do to receive those honors?*

A: In the case of School Honors you should maintain and graduate with a 3.34 GPA in the major; in the case of the High School Honors, your major GPA should be 3.67 and you are required to complete either a graduate-level seminar (7000-level) POL class (see Appendix 2 for a list of these classes) or write a senior thesis and register for POL 5000 and 5001. Details are available in the Capstone section of the UG Handbook and this advising document.

Q17: *I was told I am eligible for high school honors. Should I complete a senior thesis or take a 7000-level graduate seminar?*

A: Senior thesis is recommended if following requirements are met: (1) the student has an approved topic; (2) initial research has been conducted and; (3) a SPIA faculty or faculty from similar disciplines has consequently agreed to supervise their research. POL 5000 and/ or 5001 is especially recommended for students who have received funding from Taft, Tolley Fellowship, UC or other undergraduate research fellowships. If the student is not sure about a research topic, the school recommends pursuing a 7000-level seminar. At least one such seminar is offered every semester and the student should talk to their major advisor about these options.

Q18: *What is 4+1? How can I receive more information about the BA/ MA program?*

A: The 4+1 also known as BA/MA program offers the completion of undergraduate and graduate (Master's) degrees in approximately 5-5.5 years. To that end, the student should plan **at least** one

year **prior** to the completion of their undergraduate degree to submit an application for the 4+1 program. They should also plan to take GRE or an equivalent test and prepare an application letter that summarizes research interests and outlines possible topic for a professional paper. Contact the UG Director or Graduate Director for further details.

*Q19: Can I finish my BA degree and then work for one or more years before applying for the BA/MA program?*

A: No. The rules of the BA/MA program require the students to remain continuously enrolled in college, which means that if you plan to graduate in May, you should be able to start the MA program in August the same year. No gaps in enrollment are allowed. If you prefer to take a year off, then you won't be eligible to apply to the 4+1 program and will instead need to apply to the regular two-year MA program.

*Q20: Can I really finish the BA/MA program in one additional year of coursework (hence 4+1)?*

A: The main incentive for the BA/MA program is the funding that students receive from the State of Ohio to pursue a graduate degree. It is possible to complete the work in one year if the student carefully plans their coursework and even considers taking a few required graduate-level courses in their last semester of undergraduate (BA) coursework. Note that graduate-level courses will NOT count toward the BA degree as no double-dipping is allowed. 7000-level seminars that serve as capstones can count **ONLY** toward BA coursework and **NOT** toward their MA coursework at the same time. BA/MA students should plan to complete the remaining graduate-level coursework in two semesters during which the student would also work on their professional paper. Graduate (4+1) students should plan to complete and revise the paper in the summer following the two semesters of graduate coursework. Please, note that if students accept a job offer or have other non-academic commitments, they should be aware that these events would delay their graduation and it may **NOT** be realistic to expect them to complete the MA requirements in a single year.

*Q21: I see that there are several options to fulfill a capstone requirement (e.g. 5000-level as well as 7000-level courses). Which type of course should I register to fulfill this requirement?*

Courses coded at 5100-level are open to undergraduate students while those coded at 6000-level are open to graduate students (for example POL 5165 is the undergraduate capstone version of the Women and sustainable development offering while 6065 is its graduate-level version. Undergraduate students should register for 5100-level courses (3 credits) while graduate students should register for the 6000-level version (4 credits). Students eligible for High School Honors and other interested to pursue graduate school (3.4 or higher GPA) can also take selected 7000-level grad courses to fulfill the capstone requirement. For details see the Undergraduate Handbook: <http://homepages.uc.edu/~ivanovid/pdfs/handbook.pdf>.

Note that if a student is 1 credit hour short of fulfilling a specific requirement due to odd number of credits and subject to the instructor's approval, it is possible to sign up for additional 1-2 credits in one of the independent studies (POL 4010, 4040, 4060, 4080) and arrange additional work in this class in lieu of the extra credit hour(s).

*Q22: I see that our school offers every semester independent studies POL 4010, 4040, 4060 and 4080. What are these classes and why can't I sign up for them?*

A: As explained in the Undergraduate handbook, students wishing to pursue a narrowly defined subject in more depth can sign up for an independent study (up to 4 credits) in American Politics (4010), Political Theory (4040), Comparative Politics (4060), or International Relations (4080). To that end, they have to meet the following requirements: (1) the student must have completed basic course work in the area before proposing an individual work project; (2) they must identify a faculty supervisor for the research project and latter must confirm with the UG director that they are, indeed, willing to supervise the project and; (3) students must prepare a written proposal that includes a reading list and a schedule of meetings with their faculty supervisor.

*Q23: I want to do a co-op or an Internship? What opportunities do I have available at UC?*

Currently we are NOT able to offer co-ops for POL and INTA majors. If students can arrange a co-op on their own, the school will facilitate the process and the possible transfer of academic credits. Nonetheless, our students can take advantage of the internship program developed in partnership with ELCE for which students can also earn academic credit. Internship opportunities are posted on the school's page on Blackboard or are available via ELCE. See UG Handbook for further details. Students should contact Paula Harper (email: Paula.Harper@uc.edu) at ELCE or the UG Director.

*Q24: My overall GPA is higher than 2.0 but my major GPA is below 2.0. Will that prevent me from graduating and what should I do?*

A: Students need to maintain 2.0 overall GPA and GPA in the major to graduate. If you have accumulated Fs, “unconditional withdrawals” (as well as “Incompletes” and “In Progress”/ SP grades that have consequently become Fs after 1 year) due to inability (physical, personal, etc.) to complete coursework, feel free to contact the instructor or the respective director of academic programs to inquire if there is an option to complete this coursework and consequently change the grade in this course(s). You should also understand that in many cases administrators or instructors may not be willing or able to change grades after more than 1 year. Alternatively, students can require if they can grade replace this coursework (each undergraduate can use up to 4 grade replacements during their academic career). If a grade replacement is not possible (due to limited offerings or unavailability of grade replacements), then the student should complete as many courses as needed to reach a 2.0 GPA in the major. The UG Director or the UG Advising Coordinator can use the GPA calculator to determine how many courses and what grades the student should complete to reach the desired GPA.

*Q25: I am pursuing a major and several minor(s) and/or certificates have several different advisors. Should I see all of them and/ or what should I do?*

A: Whereas meeting with multiple advisors may be onerous, it is recommended to meet individually with each of them to ensure that you are making satisfactory progress toward your degree(s) as planned. The School of Public and International Affairs (SPIA) generally recommends students who meet with their advisors to inquire about courses that can fulfill multiple requirements at the same time (for example, a major and a minor/ certificate requirement; or a minor/ certificate and a gen. ed. requirement/s). If students feel they are well-informed and confident about the programmatic requirements, they don't need to meet with an advisor or can seek advice by email. In this case, however, advisors are **NOT** responsible for a student's miscommunication or inaccurate interpretation of different rules and requirements.

Q26: *How often should I meet with my A&S (or college) and my faculty advisor(s)?*

A&S students have mandatory advising during their freshmen year and can consequently decide to meet with them again as many times as they need. It is always recommended to meet again **one** semester before graduation with your designated POL and INTA college advisor to make sure they are on track. Students meet with their Political Science advisors when they start taking classes in the major/ minor/ certificate and should meet as often as they feel necessary. We recommend to seek advice (if necessary) **prior to** participation in a study abroad program or anticipated application for graduation. The School of Public and International Affairs does **NOT** require mandatory advising.

Q27: *I want to study abroad but I don't know where and when. What should I do?*

First, you should visit UC international's website at:

<https://www.uc.edu/international/study-abroad/explore.html>. Then, you can set up an appointment with an officer/ advisor there to discuss what opportunities are available and which of them will best fit your needs. Make sure that you select a program which offers courses and/ or other experiential activities that are closest to your scholarly and professional interests. For example, you can complete an FL requirement or another major/ gen. ed. requirement and/ or other coursework that will count toward your major(s)/ minor(s)/ certificate(s). Finally, you should feel free to approach your faculty advisor, UG Director or UG Advising Coordinator and ask to meet with them to make sure this coursework will fulfill specific requirements. The advisor or Advising Coordinator will also help you fill in the required study abroad forms.

Q28: *I am a senior who has NOT studied abroad and I would like to do that before I graduate. What should I do?*

While the best time to study abroad is in the sophomore and junior year, it is still possible to use the senior year to study abroad. In these cases graduating seniors should bear in mind the following constraints: First, POL and INTA majors are required to complete their capstone at UC and should plan accordingly. Second, seniors should select courses that fulfill requirements not completed previously (and, if possible, plan how to complete them). Third, if you anticipate delay in graduation, meet with your advisor to weigh the pros and cons of your decision to study abroad.

Q29: *Do we offer study abroad programs in our school?*

Yes. SPIA occasionally offers a study abroad course in Brussels and The Hague with focus on International Institutions. Ask your advisors, UG Director or Advising Coordinator or for more information.

Q30: *I have tried on multiple occasions to complete a specific requirement (e.g. STAT or QR coursework); however, it seems that I may have a (documented) medial disability that prevents me from completing these courses. What should I do?*

Students with documented disability can petition to have specific courses in their QR requirement waived or substituted with equivalent coursework. To that end, they should contact the UG director and formally request a waiver. Students are required to present to the UG

director all relevant medical documentation. If they don't have any documentation, they should first seek professional help to determine if they indeed have a disability and how to deal with it. UC's Counseling & Psychological Services offer a 24 Hour Phone Consultation at 513-556-0648 and are available to help.

Once presented with relevant documentation, the UG Director will review the case and will consequently meet confidentially with the student to determine if such waiver can be granted. Please, note that if a specific requirement is waived for medical reasons, students can still be required to take other courses at a level corresponding to their disability or can be directed to pursue alternative pathways to earn specific academic credit(s).

*Q31: I am enrolled in an Internship Class and as a part of my internship I experience one or several of the following issues: (a) I am asked to do basic tasks and I don't get the kind of experience I signed up for; (b) my boss behaves inappropriately and is abusive (verbally or otherwise) toward me and/ or other co-worker(s); (c) activists or opponents have threatened me; (d) I have witnessed other forms of inappropriate behavior and/ or abuse. What should I do?*

Students enrolled in an Internship for academic credit class comply with UC rules and requirements. Their safety and well-being is the university's top priority. Therefore, any situation of inappropriate behavior or other issues associated with the program should be communicated with the internship supervisor **and** the supervising instructor. Additionally, if students feel that their life and well-being is threatened or if they don't feel safe, they should contact authorities or call the emergency services (e.g., 911, 112 or other emergency phones). If the matter does not constitute any emergency, they should write a detailed email and await response with further instructions from faculty. In case, no such response is received within 72 hours, they should contact UG Director or School's Director.

**Appendix 4: List of Liaisons or Contact Persons outside of the Dept on Matters of UG Affairs**

<i>Area of Expertise</i>	<i>Name &amp; Position</i>	<i>Academic Unit</i>	<i>Person's Duties</i>	<i>Contact Information</i>
Certification and Graduation	<b><u>Allison Logan</u></b> , Assistant Dean	College of Arts and Sciences	Reviews School's certifications; coordinates college/overall certifications	2624 French West Hall; ML: 0037 Phone: 513-556-6540 Email: loganan@ucmail.uc.edu
Cybersecurity Certificate Advising	<b><u>Ethan Fletcher</u></b> or Kelly Rawe at CECH	CECH Advising Services	Advise students on Cyber requirements; liaison(s) to SSTD Certificate	502G Teachers; ML: 0014 Phone: 513-556-2336 Email: fletchen@ucmail.uc.edu
Degree Audit Issues: coding, exceptions, others	<b><u>William (Chad) Wells</u></b> , Catalyst Advising Team	EM SIS Functional Team	Handles updates and exceptions to the student audits; codes courses for various requirements	Univ. 130 Univ Pavil; ML: 0091 Phone: 513-556-9916 Email: wellswm@ucmail.uc.edu
Degree Audit System: Access	<b><u>Catalyst Team</u></b>	SIS Functional Team	Contact person to add new faculty advisors to DARS	Email: catalysttng@ucmail.uc.edu
Information data about programs (majors, minor, certificates)	<b><u>Patrick Donnelly</u></b> , Assoc Dir Academic	A&S Academic Processes	Processes large data related to numbers of students, credits, coursework, GPA, honors, etc.	2144A French; ML: 0037 Phone: 513-556-4426 Email: donnelpj@ucmail.uc.edu
Internships and Experiential Learning	<b><u>Paula Harper</u></b> , Asst Director	UC ELCE	Discuss internship opps, teach internship-related course, advice majors	735M Steger SLC ML: 0115 Phone: 513-556-9811 Email: Paula.Harper@uc.edu
McMicken Academic Advising	<b><u>Allison Logan</u></b> , Assist Dean, Director of A&S Advising	College of Arts and Sciences	Manages and directs UG advising; supervises all A&S advisors	2624 French Hall West; ML: 0037; Phone: 513-556-6540 Email: loganan@ucmail.uc.edu
Mock Trial Team	<b><u>Joshua Leckrone</u></b> , Head Coach and Advisor	Walters Meadows Richardson, PLLC	Advise UC Mock Trial Students (UC POL alum); coaches and preps them for competitions	Phone: n/a Email: cincinnatimocktrial@gmail.com
A&S Advisor for Political Science and Int'l Affairs	<b><u>Daneil Hagedorn</u></b> , Asst. Dir Academic Dept	College of Arts and Sciences	Advise all POL and INTA majors and serves as a liaison with A&S advising	French Hall ML: 0095 Phone: 513-556-5860 Email: Daniel.Hagedorn@uc.edu
Political Science Library Resources	<b><u>Sally Moffitt</u></b> , Assoc. Libraries	UC Libraries	Liaison librarian for Political Science and International Affairs Students	401 Langsam; ML: 0033 Phone: 513-556-1860 Email: moffitsm@ucmail.uc.edu
Pre-Law Advising	<b><u>Sue Roth</u></b> , Director, PPAC	Pre-Prof. Advising Center	Prepare pre-law students for a successful legal career	University Pavilion, 1st Floor Phone: prepoadv@uc.edu Email: 513-556-2166
Recruitment and Admissions; College Plus	<b><u>Lisa Holstrom</u></b> , Sr. Assist Dean	College of Arts and Sciences	Oversees and supervises recruitment & admissions CCP point of	2144 French Hall; ML: 0037 Phone: 513-556-9172 Email: holstrla@ucmail.uc.edu

Program			contact	
Recruitment and Retention/ Veterans Advising	<b><u>Carol Tonge Mack,</u></b> Assistant Dean	College of Arts and Sciences	Academic misconduct, Recruitment & Community Outreach; Bearcat brunches	7140D Edwards; ML: 0367 Phone: 513-556-6541 Email: carol.tongemack@uc.edu
Student Accomplishments & Other Relevant Data	<b><u>Patrick Donnelly,</u></b> Assoc Dir Academic	College of Arts and Sciences	Data about student accomplishment (e.g. Latin Honors, study abroad, etc)	2144A French; ML: 0037 Phone: 513-556-4426 Email: donnelpj@ucmail.uc.edu
Student Concerns	<b><u>Jeannette Mautner,</u></b> Assist Dean	College of Arts and Sciences	Graduation Related Issues; Student concerns, complaints, etc.	2124 French Hall; ML: 0037 Phone: 513-556-5876 Email: mautnejl@ucmail.uc.edu
Students with Disabilities	<b><u>Matthew Sauer,</u></b> Program Coordinator	UC Disability Services	Liaison for majors with disabilities	210 Univ Pavilion; ML: 0213 Phone: 513-556-6823 Email: sauermw@ucmail.uc.edu
Study Abroad Opportunities	<b><u>Anne Fugard,</u></b> Executive Director	UC International	Directs study abroad programs; will direct students to advisors	Edwards One; ML: 0640 Phone: 513-556-4278 Email: fugardae@ucmail.uc.edu
Transfer of Credits	<b><u>Scott Steger,</u></b> Assist Dir Academic	EM Advising & Acad. Svcs	Processes transfer credits and study abroad credits; contact if there are problems	430 Univ Pavilion; ML: 0091 Phone: 513-556-1080 Email: stegersd@ucmail.uc.edu
UC Honors Program	<b><u>Debra Brawn,</u></b> Dir Academic Programs	University Honors Program (UHP)	Coordinates UHP activities, serves as a liaison with depts. offering course in the UHP program	700 Swift, ML: 0007 Phone: 513-556-6226 Email: brawndl@ucmail.uc.edu
Undergrad Academic Curricula	<b><u>Sarah Jackson</u></b> Divisional Dean For Social Sciences	College of Arts and Sciences	Approval of new courses; modification of requirements; reinstatement and other UG and grad-program related issues/ concerns	150 McMicken Hall ML: 0367 Phone: n/a Email: jacksn7@mail.uc.edu