PLEASE NOTE: There is some discrepancy between the application requirements listed here and those in the Graduate School Bulletin. Please follow the requirements listed in the Department of Political Science Program Guide. The Graduate School Bulletin is being updated and it does not yet reflect the correct set of Political Science Department application requirements.
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Graduate Programs in the Department of Political Science

The Department of Political Science at The University of Akron invites applications for graduate study leading to the degree of Master of Arts in Political Science, Master of Applied Politics, or Joint J.D./Master of Applied Politics.

Master of Arts (MA) students may specialize in one of three areas of concentration: American Politics, Criminal Justice and International Studies. Each concentration is designed to meet the needs of our increasingly diverse student population and prepare students for doctoral studies in political science, careers in business, law or journalism, or occupations in government and non-governmental organizations.

The Ray C. Bliss Institute of Applied Politics is a research and teaching institute dedicated to the study of applied politics. Students interested in applied politics may pursue a Master of Applied Politics (MAP) degree or obtain a Certificate in Applied Politics along with their graduate work on a Master of Arts in Political Science degree. Both the Master of Applied Politics degree and the certificate program prepare students to work in campaigns, party organizations, or lobbying at the local, state, or national level.

The J.D./Master of Applied Politics degree allows students to receive both the Juris Doctorate degree and a Master of Applied Politics (MAP). The MAP degree, offered in conjunction with the Ray C. Bliss Institute of Applied Politics, is a professional degree for campaign management, political party leadership, lobbying and other political professions. The joint program allows students to complete both degrees with 109 credits instead of the 127 that would be needed if the degrees were completed separately. To be accepted into the J.D./MAP program, a student must meet the admission requirements.
of the School of Law, the Graduate School, and the Department of Political Science. Students must complete their first year of Law School before taking any MAP courses.

The Graduate School (330-972-7663) grants formal admission to all programs at The University of Akron, based on Departmental recommendations. The application form and procedure are available online at [www.uakron.edu/admissions/graduate](http://www.uakron.edu/admissions/graduate) (click the Apply Online link). This site lists the fees, required tests and credentials to submit with your application. If you have any additional questions, please feel free to contact the Director of Graduate Studies in the Department of Political Science.
Admission Requirements

For admission to a graduate program in the Department of Political Science, an applicant should provide the following:

1. a completed application form (*available online*)
2. a one to two page personal statement of purpose, describing the applicant’s interests and goals in pursuing graduate study in Political Science
3. official transcripts from all universities attended
4. for international students only, official scores from the Test of English as a Foreign Language (TOEFL)
5. three letters of recommendation (for MA applicants the letters should come from two academic sources familiar with the applicant’s course work, research activities, and other qualities relating to successful academic potential)

An applicant for graduate study in the Department of Political Science will have earned a minimum 3.0 GPA overall (on a 4.0 scale) on their undergraduate degree OR a 3.0 GPA for their last 64 hours of course work and a 3.0 GPA in political science course work.

While most applicants have an undergraduate major in Political Science or a similar field of study, an undergraduate major in another area may be acceptable. However, an applicant should have at least nine hours of upper-level course work in Political Science. Failing this requirement, an applicant may be admitted to the program on a provisional basis. In such cases, the applicant will be required to complete a number of 500 level Political Science courses, as determined by the Graduate Studies Committee, with a 3.0 GPA or better before admission to the Master’s program. Additionally, provisionally admitted students are required to enroll in PS 600, the first of our political methodology sequence courses, as soon as possible.
Also, as determined by the graduate school, international students admitted to graduate study in Political Science must achieve a minimum score of 550 on the paper-based Test of English as a Foreign Language (TOEFL) or 213 in the computer-based TOEFL or 79 or higher on the internet-based TOEFL.

**Admissions Deadlines**

**Applications for Fall admission and graduate assistantships are due by March 1.** Applications that arrive later than March 1 may be considered for admission but will not be considered for a graduate assistantship. **Notification of offers of admission with graduate assistantship awards will be made by March 15.** Those who applied by March 1 who are offered admission without a graduate assistantship will also be notified by March 15. **Students who are offered admission by March 15 have until April 15 to notify the Director of Graduate Studies, if they intend to accept the offer of admission or admission/assistantship.** Students applying after application deadlines may be considered for admission on a case-by-case basis. Students are encouraged to have an assistantship application on file as, on rare occasions, openings become available during the academic year.

**Applications for Spring admission and graduate assistantships are due by December 1.** There are a very limited number of assistantships available for Spring, as most are given out for the Fall and are to last the two years a student is typically in the program. Applications that arrive later than December 1 may be considered for admission but will not be considered for a Spring graduate assistantship. **Notification of offers of admission with graduate assistantship awards will be made by December 15.** Those who applied by December 1 are offered admission without a graduate assistantship will also be notified by December 15. **Students who are offered admission by December 15**
have until January 1 to notify the Director of Graduate Studies, if they intend to accept the offer of admission or admission/assistantship.

Each applicant is evaluated separately and on the basis of all the information received in the application file. No single factor decides admittance to the program. The Graduate Program Director and the Graduate Studies Committee, composed of Political Science faculty, evaluates the potential of each candidate for graduate study at The University of Akron.

The on-line *Graduate School Bulletin* provides information regarding tuition costs and fees, application procedures, the academic calendar, requirements for various degrees, course lists for all departments and general information about the Graduate School.
Graduate Assistantships

Contingent upon budget funding, the Department awards a number of generous Graduate Assistantships to our full-time students on a competitive basis. Applications must be received by March 1 to receive consideration for departmental assistantships for the Fall semester and November 1 for the Spring semester.

Responsibilities of Graduate Assistants

A Graduate Assistant functions in a dual capacity as both student and employee. As a student, the Assistant is expected to be enrolled full-time, in good standing, and making steady progress toward fulfillment of graduate degree requirements in political science as determined by the Graduate Program Director and the Graduate Program Committee.

As an employee, the assistant is expected to work part time as specified in the appointment under the supervision of a faculty member. The Graduate Program Director and the Chair of the Political Science Department determines all assignment of work duties at the beginning of the academic year. Although efforts are made to align student and faculty interests in assistantship assignments, students should recognize that it is not always possible to arrive at a perfect match of skills, interests, and needs. Students wishing to discuss any aspect of their assignment are invited to consult with the Graduate Program Director.

Graduate Assistants will be designated as either a Teaching Assistant (TA) and/or a Research Assistant (RA) and are expected to work up to twenty hours a week during the Fall and Spring semesters. A Teaching Assistant helps a faculty member instruct undergraduates in political science classes, hold discussion sections, grade exams and
assignments, and fulfill other duties. A research assistant works with a faculty member by performing tasks pertaining to political science research. RAs are assigned to faculty in order to maximize the learning experience for the graduate student and the research productivity of faculty. TA/RAs are expected to be in their offices and available for students and faculty during 5 of the 20 hours they work during the week. TA/RAs are required to attend the lectures in the lecture classes they are assigned.

As such, all Graduate Assistants are expected to become actively engaged in teaching and/or research activities as a component of their graduate training. Therefore, they may not exceed eight hours per week of outside employment when school is in session.

**Good Academic Standing and other General Requirements**

To remain in good academic standing students are expected to meet the following criteria:

A minimum of 30 semester credits of graduate work is required for the MA in political science. A minimum of 39 credits is required for the MAP. Two-thirds of the total graduate credits must be completed at The University of Akron.

Graduate students are required to maintain a GPA of 3.0 or higher at all times at The University of Akron. A minimum GPA of 3.0 is compulsory for graduation. No more than six semester credits of “C+,” “C,” and “C-” may be applied toward the degree. Grades of “D+,” “D,” and “D-” are treated as failing grades. No grades below “C-” may be applied toward a degree.

Additionally, funded graduate students shall not incur more than three credits of In Progress (IP) during their entire graduate
residence in the political science department. No other political science graduate student may carry more than six credits of IP. The department requires the IP to be satisfactory completed by the end of the following academic semester. Exception to this policy will be permitted upon the approval of the Department Chair, the Graduate Program Director and the instructor of the course.

Any student whose cumulative GPA falls below 3.0 will be placed on probation and is no longer considered in good standing. In consultation with the department, the Dean of the Graduate School will dismiss full-time students who do not return to good academic standing by the end of the next term (excluding summers) and part-time students who do not return to good academic standing after 15 additional credits.

The Dean of the Graduate School, with the approval of the department, may also dismiss anyone who accumulates three course grades below “B-“, one course grade of “F”, or two failures of the MA examination. A student dismissed from the Graduate School for academic reasons may not be readmitted for one calendar year, and only then if evidence for expecting satisfactory performance is submitted and found to be acceptable. For further information, see the Graduate School Bulletin.

**Transfer Credits and Non-Political Science Courses**

Up to one-third of the graduate credits required to complete our program may be transferred from another accredited college or university. The Graduate Program Director will rule on the equivalence of such credits to courses required for a Political Science degree. Only credits for courses receiving a B (3.0) grade or better will be considered, and no credits will be recorded until 12 semester credits have been completed at the University of Akron with at least a 3.0 GPA. The University specifies that all requirements must be completed within **six years** after beginning graduate work at the
University of Akron or elsewhere. For further information, see the
Graduate School Bulletin.

Students wishing to take any course outside of the department must
have the prior permission of the Graduate Program Director and the
Department Chair for each course taken. Permission will be given
when the student demonstrates that the course:

- fits the student’s program of study and
- will improve the student’s preparation for comprehensive
  examinations, essay of distinction or MAP program/portfolio.

Course Substitutions

Students seeking to transfer a course from another university as a
substitute for a University of Akron course must petition the Graduate
Program Director of the Department of Political Science. The student
must identify the school at which the course was taken, course
name, course number, term in which the course was taken, number
of credit hours, grade received and attach a copy of the syllabus for
the course. The Graduate Program Director, along with the
instructor of the course for which the student is seeking a
substitution, will decide on whether the course is an adequate
substitution for the departmental course.

Time Limit

All MA and MAP requirements must be completed six years after the
start of graduate course work at The University of Akron or
elsewhere. An extension of up to one year may be granted in
unusual circumstances by the Graduate School upon written request
by the student and recommendation by the chair of the student’s
Faculty Advisory Committee and Departmental Chair.
Professional Activities

The department encourages graduate students to become active professionally. This can be accomplished in a number of ways: joining professional organizations, cooperating with faculty on research projects, attending professional conferences, and co-authoring papers with faculty and presenting them at professional conferences. The department also encourages graduate students to present their own research papers at conferences.

The Graduate Student Association and the Graduate School attempt to support professional travel. In addition, the department will try to provide partial financial support for travel to conferences in an amount determined by the Department Chair and the Graduate Program Director. The following provisions govern departmental travel support for graduate students:

- travel support is restricted to students presenting a research paper/poster at an approved professional political science conference or participating at an applied politics conference
- the student must be an author of the paper, though he/she need not be the sole author OR a participant on a panel at an applied politics conference
- in the later case, students are required to present a summary paper to the Director of Graduate Studies within two weeks following the event.
- application for travel support is made to the Graduate Program Director by submitting an abstract of the paper and/or confirmation of participation by the conference organizer
- a copy of the completed paper must be submitted to the Director of Graduate Studies by the conference date
Departmental Guidance

Advisor

Upon entering the graduate program as a student, the Graduate Program Director will provide curriculum advice and general assistance. Students are further encouraged to consult with any member of the faculty on matters of intellectual concern or issues of the graduate program.

Faculty Advisory Committee (FAC)

No later than the end of the second semester of their studies, each graduate student will meet with the Graduate Program Director to decide on a three-person Faculty Advisory Committee to supervise their studies. The FAC consists of three eligible faculty members all of who must be from the subfield of Political Science in which the student will concentrate. If there are not enough members of that subfield in the department, then a faculty member from a related subfield may be asked. One member will act as chair of the three person FAC, which will officially be approved by the Graduate Program Director after they agree to serve as committee members. The chair and other members of the committee will be asked to perform their roles by the students and they must agree to be on the committee. The members of the committee are normally tenured (or tenure eligible) faculty members of the Department. However, contingent upon approval of the Graduate Program Director, one member may be a tenured (or tenure eligible) faculty member of another department of The University of Akron, or a full-time member of the political science department holding graduate faculty status.

The student is to maintain close contact with their FAC chair (the main advisor) and committee members for aid in course selection and in preparing for the comprehensive examination. These
discussions can be either on an individual basis or in committee meetings as the student and main advisor choose.

The student’s Faculty Advisory Committee is responsible for conducting the Master’s degree examination or MAP portfolio. The FAC also has the general responsibility to provide advice on course selections and possible research/internship opportunities, ensure that the student is working through an agreed upon comprehensive examination reading list or meeting the expectations for the MAP portfolio.

At the request of either the student or any member of the Faculty Advisory Committee, the Graduate Program Director can recommend to the Department Chair that a student’s FAC be reconstituted. Situations will be handled on a case-by-case basis by the Department Chair. In the event that the Graduate Program Director declines to make such a recommendation, the student &/or member(s) of the Faculty Advisory Committee can make that request directly to the Department Chair.

**Student Progress Report**

The Graduate Program Director, upon consultation with the appropriate instructors, will provide each new graduate student a written evaluation after their first year of studies to be placed in their file. The Graduate Program Director will base this report on faculty evaluations of graduate students enrolled in departmental seminar courses, approved courses outside of the department, faculty evaluations of students as Teaching/Research Assistants (if applicable), and overall participation in professional activities. Students will have an opportunity to submit a written response to the evaluation within one week of the receipt of the evaluation, which will be taken into consideration by the Graduate Studies Committee during its funding decisions.
(Note: forms for instructors to fill out are exhibited in Appendices I, II, and III)
Master of Arts in Political Science

Course Requirements

Full time graduate students must take a minimum of nine credit units of courses each semester. Thirty credit units in total are required to complete the degree.

MA Graduate courses offered by the Department of Political Science are structured into three tiers. The first tier of courses (PS 600, PS 601, PS 602 and PS 603) focus on methodological and foundational issues within the discipline of political science. All MA graduate students are required to complete these four courses. The next tier consists of core seminar courses dealing with the theoretical and methodological issues for each of the three tracks offered by the department: American Politics, International Studies, and Criminal Justice. The last tier of courses provides in-depth coverage of special topics for one of the above tracks.

MA Essay of Distinction

The MA Essay of Distinction is a single, article-length, scholarly research paper. This writing requirement encourages students to learn how to participate in the debates central to our discipline, and complete our program with a superb writing sample that can serve as a foundation for continued graduate work, a conference presentation, a published article, or a deliverable policy analysis. Students will request (and the Essay committee will approve) a target research journal to be used as the standard of scholarly writing. It is possible to name the American Political Science Review, Law and Society Review, International Studies Quarterly, Political Science Quarterly, American Journal of Political Science, among other scholarly publications. In naming a journal, the student and the FAC are agreeing on the standards that will be brought to bear in evaluating
the *MA Essay of Distinction*. The standards—in terms of style, approach, and substance—should be as close as possible to the standards that a reviewer would be expected to use in evaluating a submission for publication to that journal. Appendix III provides a general structural outline for the *MA Essay of Distinction*.

The Essay of Distinction committee consists of three Political Science faculty members of the student’s choice. One will be the first reader and the other faculty members will be the second reader and third readers. Students must ask the faculty if they will act in this capacity and the choices must be approved by the Graduate Director. In the event that the Graduate Program Director rejects the choice(s) of the student for the Essay of Distinction readers, the student may appeal that decision to the Department Chair.

For students who follow the expected progression, the paper will be completed and submitted to their 3-person committee by the end of week 10 of their third semester (the second to last semester for part time students). Students are also required to orally defend their paper to their 3-person committee by the end of the 5th week of the fourth semester (or last semester for part-time students). The student must receive a passing grade from all committee members. **Students and the Essay of Distinction Chair must sign the Essay of Distinction Expectations form and have it filed with the Departmental Administrative Assistant in order to write the Essay of Distinction. The form will be available from the Departmental Administrative Assistant.**
American Politics Track

(1) Department Required Seminars (9 credits)
600 Scope and Theory
601 Research Methods
603 Scholarly Writing and Professional Development in Political Science

(2) Track Required Seminar (6 credits)
630 Seminar in National Politics
672 Seminar: Political Influence and Organizations

(3) Select Three Additional Department Seminars (9 credits):
610 Seminar in International Politics
620 Seminar in Comparative Politics
622 Seminar in Alternatives to Violence at Home and Abroad
650 Seminar on Law, Punishment, and Politics
668 Seminar in Public Policy Agendas and Decisions

*Neither an Independent Study nor Internship counts as a graduate seminar.

(4) Six Additional Graduate Political Science Credits (500 or 600 level)

TOTAL = 30 credits

(5) Defense of MA Essay of Distinction
(6) Pass Comprehensive Exam
**International Studies Track**

(1) **Department Required Seminars (9 credits)**
   - 600 Scope and Theory
   - 601 Research Methods
   - 603 Scholarly Writing and Professional Development in Political Science

(2) **Track Required Seminars (6 credits)**
   - 610 Seminar in International Politics
   - 620 Seminar on Comparative Politics

(3) **Select Three Additional Department Seminars (9 credits):**
   - 622 Seminar in Alternatives to Violence at Home and Abroad
   - 630 Seminar in National Politics
   - 650 Seminar on Law, Punishment, and Politics
   - 668 Seminar in Public Policy Agendas and Decisions
   - 672 Seminar: Political Influence and Organizations

*Neither an Independent Study nor Internship counts as a graduate seminar.

(4) **Six Additional Graduate Political Science Credits (500 or 600 level)**

**TOTAL = 30 credits**

(5) **Defense of MA Essay of Distinction**
(6) **Pass Comprehensive Exam**
Criminal Justice Track

(1) **Department Required Seminars (9 credits)**
   - 600  Scope and Theory
   - 601  Research Methods
   - 603  Scholarly Writing and Professional Development in Political Science

(2) **Track Required Seminars (6 credits)**
   - 630  Seminar in National Politics OR
   - 672  Seminar: Political Influence and Organizations

(3) **Select Three Additional Department Seminars (9 credits):***
   - 610  Seminar in International Politics
   - 620  Seminar in Comparative Politics
   - 622  Seminar in Alternatives to Violence at Home and Abroad
   - 630  Seminar in National Politics
   - 668  Seminar in Public Policy Agendas and Decisions

*Neither an Independent Study nor Internship counts as a graduate seminar.

(4) **Six Additional Graduate Credits (500 or 600 level)**

**TOTAL = 30 credits**

(5) **Defense of MA Essay of Distinction**
(6) **Pass Comprehensive Exam**
Independent Study Policy

Except for compelling reasons, faculty will not offer independent study courses in areas that are served by specific, scheduled courses. In particular, independent studies will not be permitted/given in the summer for courses scheduled during the regular school year. A reason for this policy is to maintain enrollments in regularly scheduled graduate courses, thereby allowing the Department of Political Science to maximize graduate level offerings.

MA Comprehensive Examination Policy

All students seeking the MA in Political Science must successfully complete a written examination in one concentration of their choice: American Politics, International Studies or Criminal Justice. Exams cannot be taken until all core seminars have been completed and the successful defense of their MA Essay of Distinction. Furthermore, students taking the examination must wait until their last semester of coursework.

The comprehensive examinations are scheduled during one week at the end of the Fall and Spring semesters. Students must have the approval of their FAC and the Graduate Program Director to be eligible to take their comprehensive exams. Students and the FAC must sign the Comprehensive Exam Expectations form and have it filed with the Departmental Administrative Assistant in order to take the Comprehensive exam. The form will be available from the Departmental Administrative Assistant. Students must give notice to their FAC and the Graduate Program Director by the end of the third week of classes during the semester that the student intends to take the exam.

The comprehensive examination serves as a capstone experience in the MA program. It gives students an opportunity to demonstrate their ability to integrate and exhibit the knowledge they have gained through their course work in the program.
While we anticipate that students will successfully pass the examination the first time, a second attempt may be required based on performance.

**Important Note:** the department has determined that any student who fails to pass their comprehensive examinations a second time is not making sufficient progress in their program and that this is cause for dismissal from the program.

### Exam Procedures

Students must secure the approval of their Faculty Advisory Committee and the Graduate Program Director to take their comprehensive examination. The candidate takes a written examination in a major track of their choice.

The FAC will establish reading lists, clarify examination expectations, and approve the date of the exam if it is to be scheduled at a time different from the regular exam schedule.

The chair of the FAC will solicit a number of questions from each faculty member on the exam committee, and these questions will be written to emphasize overlap across, and integration of the material in the student's exam area. From the pool of questions, the FAC chair will select (all or some subset of) those questions to be used in the exam.

Students write their exam by hand or on a computer. The exam is **one day** in length. It is designed to be a **five-hour exercise**, although seven hours will be scheduled to ensure that time pressure is not a significant factor in determining student performance. This should allow sufficient time to answer all questions, including time at the start to think/outline, and time at the end for revisions and editing. Students will obtain a copy of the exam (anytime after 8:00 am) from the Political Science Departmental Administrative Assistant
and write the exam in a designated area in the Department of Political Science. The student must return a hard copy to the Administrative Assistant upon completion (by 5:00 pm). Students taking the exam will be given a guideline for studying and taking the MA comprehensive examination (see Appendix IV).

Each of the three FAC members will independently read and evaluate the entire exam. Each faculty reader separately evaluates the student’s performance using the categories High Pass, Pass, Low Pass or Fail. The student must receive a passing grade from all three FAC members.

In the case of a failed first attempt at the master’s degree comprehensive examination, the student may retake the examination one time to achieve a passing performance. Once an examination has commenced it counts as a first try, regardless of the outcome or the duration. In the case of a second examination, the entire FAC must remain intact, barring extraordinary circumstances. Failure of a second comprehensive examination is cause for dismissal from the program.
Master of Applied Politics

The Master of Applied Politics, in cooperation with the Ray C. Bliss Institute of Applied Politics, is one of the few programs in the United States focusing on practical politics. It is designed for students interested in efforts to influence political decisions. This includes activities to capture elective public office in partisan contests, influencing legislation, and political organization.

Admission is open to students who have completed a four-year undergraduate degree and who fulfill the admission requirements of the Graduate School. No specific field of undergraduate major is required for admission, although students without some course work in political science may be restricted from some courses at the beginning of their program and may be required to complete additional course work. Students need to submit three letters of recommendation and a statement of personal goals with their application. The program is designed to accommodate students taking course work on a part-time basis.

Course and Hour Requirements - Complete a total of 39 credits of graduate work

Core courses - 18 credits:

- 3700:570 Campaign Management I 3
- 3700:571 Campaign Management II 3
- 3700:600 Scope and Theory of Political Science 3
- 3700:601 Research Methods in Political Science 3
- 3700:672 Seminar: Political Influence and Organizations 3
- 3700:695 Internship in Government & Politics 3*

*Three Internship credits required: additional credits will be counted towards elective credits
Elective courses - 6 credits selected from the following:

- 3700:540 Survey Research Methods 3
- 3700:572 Campaign Finance 3
- 3700:574 Political Behavior & Electoral Politics 3
- 3700:577 Lobbying 3
- 3700:655 Campaign & Election Law 3
- 7600:575 Political Communication 3

15 credits from Approved List of Electives. Courses may be in 7600 Communication, 3980 Public Admin., or other departments, including the above courses, as well as the following:

- 3700:502 Politics and the Media 3
- 3700:573 Voter Contact and Elections 3
- 3700:575 American Interest Groups 3
- 3700:576 American Political Parties 3
- 3700:603 Scholarly Writing in Political Science 3
- 3700:620 Seminar in Comparative Politics 3
- 3700:630 Seminar in National Politics 3
- 3700:668 Seminar in Public Policy Agendas & Decision 3
- 3700:690 Special Topics (Applied focus) 3
- 3700:697 Independent Research (Applied focus) 3
- 3980:614 Ethics and Public Service 3
- 7600:665 Theories of Argument and Persuasion 3

Note: a minimum of 6 credits from the total 21 elective credits must be at the 600-level

Portfolio Requirement

Prepare an applied politics portfolio containing:
- At least two major papers prepared for required courses.
- An applied politics capstone project assigned by the student's advisor.

Pass an oral defense of the applied politics portfolio.
Applied Politics Portfolio

Purpose

The Applied Politics Portfolio contains a variety of materials reflecting the work of a Master of Applied Politics student during his or her participation in the program. The development and preservation of the portfolio are designed to have the student summarize and connect his or her work in two ways. First, it should bring together elements from the various subject areas in the program in a way that demonstrates the linkages of those areas. Second, it should tie together the theoretical and practical aspects of the student’s education. The oral defense of the project allows the student to demonstrate to department faculty members her or his understanding of these connections. Preparation of the portfolio and for the defense should be closely coordinated with the student’s advisor.

The committee for the Applied Politics Portfolio must consist of a chair and two other Political Science faculty members. The chair of the committee should be an Americanist who is a Fellow of the Bliss Institute of Applied Politics. Exceptions may be allowed in certain circumstances depending on the subject matter of the portfolio. All committees must be approved by the Director of Graduate Studies. Students forming committees must sign a contract with the members of the committee that establishes joint expectations. Those contracts are available from the Graduate Director.

Contents

The Applied Politics Portfolio must contain:
• The Applied Politics capstone project
• The student’s final paper from the Seminar in Political Influence and Organizations
• The student’s final paper from the Internship in Government and Politics
• A final paper from one other Applied Politics course chosen by the student

**Oral Defense**

All students will be examined on the contents of the portfolio by a panel of three Applied Politics faculty members. The committee will be made up of the student’s Applied Politics project advisor and two additional Political Science faculty members. A copy of the portfolio should be given to each committee member at least two weeks prior to the defense. The oral defense should be scheduled for two hours. While each student’s specific situation may vary, the exam will cover the following areas:

• An explanation of the Applied Politics project followed by discussion of its elements and the rationale for the decisions made in its development.
• The validity of theoretical concepts presented in the MAP courses as tested by the student’s applied politics experiences.
• Ways in which applied politics may change in the future and the validity of current practices and theoretical ideas in coping with that change.

Although each student’s performance will vary, students not strictly following these deadlines should not expect to graduate on time.

**Semester Prior to Graduation**

• **Week 6**: Meet with Faculty Advisory Committee to agree on chapter topics and additional materials for portfolio
• **Week 13**: Annotated table of contents with clear detail on expected content

**Semester of Graduation**

• **Week 2**: First draft of first of the four content chapters (strategy, analysis, finance or communication)
• **Week 4**: First draft of second of the four content chapters
• **Week 6**: First draft of third of the four content chapters
• **Week 8**: First draft of fourth of the four content chapters
• **Week 10:** First draft of the “Introduction” and “Overall Understanding” chapters
• **Week 12:** Final draft of portfolio finished
• **Week 14:** MAP Portfolio defense

**Time Limit**

The University specifies that all degree requirements must be completed within six years after beginning graduate work at the University of Akron or elsewhere. The Dean of Graduate Studies may grant an extension in unusual circumstances; see the *Graduate School Bulletin* for further details on this and other graduation requirements.
**J.D./MASTER OF APPLIED POLITICS**

The J.D./Master of Applied Politics degree allows students to receive both the Juris Doctorate degree and a Master of Applied Politics (MAP) degree. The MAP degree, offered in conjunction with the Ray C. Bliss Institute of Applied Politics, is a professional degree for campaign management, political party leadership, lobbying and other political professions. The joint program allows students to complete both degrees with 109 credits instead of the 127 that would be needed if the degrees were completed separately. To be accepted into the J.D./MAP program, a student must meet the admission requirements of the School of Law, the Graduate School, and the Department of Political Science. Students will complete their first year of Law School before taking any MAP courses.

Students must complete the following:

<table>
<thead>
<tr>
<th>Total Required Credits</th>
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<tbody>
<tr>
<td>J.D. required courses</td>
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<tr>
<td>MAP required courses</td>
</tr>
<tr>
<td>Applied Politics Portfolio and Capstone Project</td>
</tr>
<tr>
<td>Joint Law School/Political Science course</td>
</tr>
<tr>
<td>3700:655/9200:655 Campaign and Election Law</td>
</tr>
<tr>
<td>J.D. elective courses (at least 3 credits from the following)</td>
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<tr>
<td>9200:623 Administrative Law</td>
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<tr>
<td>9200:642 Alternative Dispute Resolution</td>
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<td>9200:644 First Amendment Law</td>
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<tr>
<td>9200:645 Non-profit Tax Entities</td>
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<td>9200:659 Negotiation</td>
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<tr>
<td>9200:662 Media Law</td>
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<tr>
<td>9200:664 Local Government Law</td>
</tr>
<tr>
<td>9200:684 Selected Legal Problems</td>
</tr>
<tr>
<td>9200:698 Independent Study &amp; Research</td>
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</tbody>
</table>
MAP elective (choose one from the following) 6 credits
3700:502 Politics and the Media (3 credits)
3700:540 Survey Research Methods (3 credits)
3700:572 Campaign Finance (3 credits)
3700:574 Political Opinion (3 credits)
3700:577 Lobbying (3 credits)
3700:620 Seminar in Comparative Politics (3 credits)
3700:630 Seminar in National Politics (3 credits)
3700:668 Seminar in Public Policy
3700:668 Seminar in Agendas and Decisions (3 credits)
3700:690 Special Topics in Political Science
Applied Politics focus (3 credits)
3700:695 Internship in Political Science (3 credits)
(in addition to 3 required credits)

Portfolio Requirement
Prepare an applied politics portfolio containing:
- At least two major papers prepared for required courses.
- An applied politics capstone project assigned by the student’s advisor.
Pass an oral defense of the applied politics portfolio.
Certificate in Applied Politics

The Ray C. Bliss Institute and the Department of Political Science have combined to offer a Certificate Program in Applied Politics for both undergraduate and graduate students.

The Certificate Program in Applied Politics offers concentrated coursework in the history, organization and management of campaigns intended to influence the outcome of political decisions. This includes as a major focus, but is not limited to, efforts to capture elective public office in partisan contests. This program is available to any student who has a deep interest in Practical Politics.

Requirements

Persons are eligible for admission to the Graduate Certificate in Applied Politics if they have been admitted to study as special, non-degree, or full-time students in any department of the University. Students who are pursuing a graduate degree in other departments at the University may be admitted to the Masters level certificate program upon the recommendation of the head of the department in which they are enrolled. Students shall seek admission to this program by filing an application with the Bliss Institute and schedule courses with the assistance of an advisor. (See Appendix IV/V if department changes the required courses.)

Core Courses:
- 3700:570 Campaign Management I
- 3700:571 Campaign Management II
- 3700:672 Political Influence and Organizations (Graduate Certificate)
- 3700:695 Internship

Electives:
In addition to the core courses graduate students must complete 6 elective credits.
Three credits must be from:

- 3700:502 Politics and the Media
- 3700:575 American Interest Groups
- 3700:540 Survey Research Methods
- 3700:576 American Political Parties
- 3700:572 Campaign Finance
- 3700:630 Sem: National Politics
- 3700:573 Voter Contact and Elections
- 3980:614 Ethics and Public Service
- 3700:574 Political Opinion, Behavior & Politics
- 7600:575 Political Communication (Graduate)

Additional credits from above or from approved courses in Political Science, Communication, Public Administration, or other departments:

Graduate courses:

- 3700:668 Sem: Agendas & Decisions
- 3980:617 Leadership and Decision-Making
- 7600:665 Theories of Argument and Persuasion

Students must maintain at least a B (3.0) average in the Certificate course work.

CERTIFICATE:

Political Science students will, upon completion of the program, be awarded an M.A. degree in Political Science with a Certificate in Applied Politics. Graduate students in other disciplines will have the Certificate noted on their permanent record.
Courses of Interest for
The Certificate in Applied Politics

Campaign Management I (3700:470/570 - 3 credits.) This course concerns organizing and conducting campaigns for elective office. Students will explore campaign strategy, candidate and constituency assessment, field organization, and campaign finance.

Campaign Management II (3700:471/571 - 3 credits.) The second course in campaign management. The focus is on coalition building, candidate positioning, event planning, internal organization, and other elements of campaign strategy. During the semester students will study timing, targeting, resource allocation, coalition development, political thinking, candidate positioning, internal organization dynamics, and voter contact strategies. Moreover, they will examine how each of these components are integrated into an over-arching campaign plan through case studies and simulations.

Internship (3700:395/695 - 2-9 credits.) The internship program provides students real political experience working with party organizations, candidates, interest groups, and public officials at the national, state, and local levels.

Political Influence and Organizations (3700:672 - 3 credits.) A theoretical and applied look at parties, interest groups, public opinion, media, and protest. Fundamental elective courses provide an understanding of “how to do politics” while focusing upon specific aspects of applied politics.

Politics and the Media (3700:402/502 - 3 credits.) This course concerns the relationship between the news media and political decision making. Students will explore the media as a business and a profession, and the relations between journalists, politicians and the public. Lectures, discussion and a class research project will provide students with an overview of the "Fourth Estate."
Survey Research Methods (3700:440/540 - 3 credits.) Study of the survey research methods as applied to the analysis of public opinion, political behavior and public policy formation.

Campaign Finance (3700:472/572 - 3 credits.) This course concerns the development and use of financial resources for political purposes. Students will explore federal and state regulations, fundraising techniques, and the administration of expenditures. Case studies and class research projects will provide students with practical knowledge of the sources and uses of political money.

Voter Contact and Elections (3700:473/573 - 3 credits.) This course approaches the subject of campaign communications from three directions at the same time: (1) A classical political science/communications approach to theory and generalizations, (2) A “how-to” presentation of ways to create the communications element of a political campaign and (3) A “case study” application of a political campaign that allows you to “test” the ideas presented in the “real world.”

Political Opinion, Behavior & Electoral Politics (3700:474/574 - 3 credits.) Advanced analysis of psychological, cultural and group processes of opinion formation and change. Attention given to the effect of opinion change on electoral outcomes.

American Interest Groups (3700:475/575 - 3 credits.) This course concerns the management and organization of parties and interest groups. Students will explore the complimentary and competitive relationship between these kinds of institutions. Case studies will provide an understanding of the day-to-day activities of political organizations.

American Political Parties (3700:476/576 - 3 credits.) This course concerns the role of political parties and interest groups in the political process. Students will explore the history, structure, and function of parties and interest groups in elections and in
government. Lectures and discussions will provide students with a basic understanding of the American two-party system.

Seminar: National Politics (3700:630 - 3 credits.) Reading and research on formulation, development and implementation of national policy in one or more areas of contemporary significance.
Graduate Students and the Department

Computer and Office Facilities. The department is located in an interior suite of offices in Olin Hall, the center of the social sciences and humanities divisions. The Department has a microcomputer lab dedicated to graduate student use and located in the main hallway of faculty offices in the department.

Small Seminars and Frequent Interaction with Faculty. The graduate program is sufficiently small and intimate to provide constant personal contact among students and with faculty. Seminars typically enroll fewer than fifteen students, and are generally conducted in the evenings; 500-level courses are largely taught during the day, and vary in size, but are usually smaller than thirty.

A Supportive Graduate Student Community. Department graduate students organize and run an active chapter of Pi Sigma Alpha, the Political Science National Honor Society, which includes undergraduates as members and alumni as career contacts. There are several social functions organized by the department each year, including the Pi Sigma Alpha Awards Banquet and the graduate student orientation. In addition to these more formal events, there are numerous less formal events organized throughout each term, including what appears to be a long list of social engagements among the graduate students themselves.

Center For Conflict Management

The mission of the Center for conflict Management is to provide an academically rigorous, interdisciplinary, and practically grounded analysis of the nature of conflict and violence that will support a wider diffusion of conflict management skills throughout society, in the hope that this will enable a sober analysis of conflicts at all levels and more cooperative approaches to the conflicts that plague our relationships in families, communities, and among nations. Graduate
students can receive certificates in four areas: global conflicts, family conflict, racial conflict, gender conflict, and cross-cultural negotiation.

**Financial Requirements and Assistance**

The Graduate Bulletin provides a listing of tuition costs and fees, and should be consulted for precise cost estimates. Many graduate students receive financial support from the University, which each year awards a number of graduate assistantships to the department. Assistantship applications must be submitted to the political science graduate director by March 1 for the following Fall semester (and November 1 for the following Spring semester). MA students wishing to apply for a graduate assistantship need to submit GRE examination scores. MAP students are encouraged to submit GRE scores along with their application package to allow the Graduate Studies Committee to adequately evaluate the submission.

All students qualified for full admission are encouraged to apply for these assistantships. Applications may be obtained on line at [www.uakron.edu/gradsch/gradbull](http://www.uakron.edu/gradsch/gradbull).

**Student Housing**

The University is centrally located, a few blocks from downtown Akron. Student-priced housing, restaurants and shopping are available within walking distance, and frequent bus service expands the living range considerably for those without cars. The Department of Residence Life and Housing (330/972-7800) provides residence information.

The campus has a large evening enrollment, and that, added to the below-average crime rate for the city and the responsiveness of the University Police, makes it a relatively safe location even at night.
The Akron area offers a broad variety of recreational and entertainment facilities. Blossom Center provides summer-long musical entertainment; the major community theater, Weathervane Playhouse, is well-established; the Aeros Baseball Stadium, Akron Art Museum, and the Civic Theater are within a few blocks of the campus. A few miles away are the period showplaces of Stan Hywet Hall, and Hale Farm and Village. Beyond them lie sailing lakes, restored Western Reserve areas and the professional sports centers.

The additional amenities of Cleveland are about an hour's drive away from the University campus. The University, of course, has its own fine arts and sports facilities; taken in all, nearly every interest can be pursued in the area.
Appendix I

Student Progress Form

Student Name:

Course Number/Name:

Instructor:

Semester/Year:

To the Instructor: With regard to the student’s standing, please rate the student from the following options:

1. Work is satisfactory; continuation recommended.

2. Certain Aspects of work need improvement; continuation recommended.

3. Certain aspects of work need improvement; probation recommended.

4. Work is unsatisfactory; withdrawal from program recommended.

If improvement is needed please clarify:
Appendix II

TA/RA Evaluation Form

Student Name:

(For TA) Course Number/Name:

Principal Instructor/Research Advisor:

Semester/Year:

To the Instructor: With regard to the student’s standing, please rate the student from the following options:

1. Work is satisfactory; continuation recommended.

2. Certain Aspects of work need improvement; continuation recommended.

3. Certain aspects of work need improvement; probation recommended.

4. Work is unsatisfactory; withdrawal from program recommended.

If improvement is needed please clarify:
Appendix III

Guidelines for the Applied Politics Portfolio

Purpose

The Applied Politics Portfolio contains a variety of materials reflecting the work of a Master of Applied Politics student during his or her participation in the program. The development and preservation of the portfolio are designed to have the student summarize and connect his or her work in two ways. First, it should bring together elements from the various subject areas in the program in a way that demonstrates the linkages of those areas. Second, it should tie together the theoretical and practical aspects of the student’s education. The oral defense of the project allows the student to demonstrate to department faculty members her or his understanding of these connections. Preparation of the portfolio and for the defense should be closely coordinated with the student’s advisor.

Contents

The Applied Politics Portfolio must contain:

- The Applied Politics capstone project
- The student’s final paper from the Seminar in Political Influence and Organizations
- The student’s final paper from the Internship in Government and Politics
- A final paper from one other Applied Politics course chosen by the student

Oral Defense

All students will be examined on the contents of the portfolio by a panel of three Applied Politics faculty members. The committee will
be made up of the student’s Applied Politics project advisor and two additional Political Science faculty members. A copy of the portfolio should be given to each committee member at least two weeks prior to the defense. The oral defense should be scheduled for two hours. While each student’s specific situation may vary, the exam will cover the following areas:

- An explanation of the Applied Politics project followed by discussion of its elements and the rationale for the decisions made in its development.
- The validity of theoretical concepts presented in the MAP courses as tested by the student’s applied politics experiences.
- Ways in which applied politics may change in the future and the validity of current practices and theoretical ideas in coping with that change.

Although each student’s performance will vary, students not strictly following these deadlines should not expect to graduate on time.

**Semester Prior to Graduation**
- **Week 6**: Meet with Faculty Advisory Committee to agree on chapter topics and additional materials for portfolio
- **Week 13**: Annotated table of contents with clear detail on expected content

**Semester of Graduation**
- **Week 2**: First draft of first of the four content chapters (strategy, analysis, finance or communication)
- **Week 4**: First draft of second of the four content chapters
- **Week 6**: First draft of third of the four content chapters
- **Week 8**: First draft of fourth of the four content chapters
- **Week 10**: First draft of the “Introduction” and “Overall Understanding” chapters
- **Week 12**: Final draft of portfolio finished
- **Week 14**: MAP Portfolio defense
Appendix IV

Guidelines for the Essay of Distinction

I. Introduction: The Empirical Puzzle

- General statement of the question.
- Importance of the question: Why is it interesting? Why is it significant?
- What case(s) are focusing on? Why that case or cases?
- Previous research in this problem area; especially focus on its limitations—i.e. substantive and methodological issues that have been overlooked.
- The contribution your study will make to political science and policy, in applicable. -.

II. Hypotheses and Model

- This is a critical element of your paper. Make sure you define all relevant variables (independent/dependent). What are the variables specifically? Outline your hypotheses with respect to your research question. What are the relationships among the variables? What literature is relevant to the variables that you are identifying as important and why? Make sure you make as much reference to the relevant literature as you can. Identify what events, institutions, or people you plan to investigate. What sample size (or cases) will you use?
- How are you going to measure these variables?
- Data collection issues: What type of method you plan to use (interviews, survey, case studies, comparative methods, historical archival, statistical and so on). Why is the chosen method appropriate? Sources of the data?
• If quantitative methods are utilized describe the dataset (include in an appendix).
• Are there limitations of the chosen method?
• Analysis

III. Evidence

• What empirical evidence do you have for each hypothesis? Does the evidence support or refute hypothesis? Be as explicit and thorough as possible.

• Arrange the evidence in the same order as the hypotheses are laid out in the hypotheses section.

IV. Conclusion

• What conclusions will you try to draw from the research? What does the evidence tell us overall about the research question? Summarize the findings.
• What research questions does your research open for others?
• How does it lead us to think about the subject matter in new ways?
Appendix V

Guidelines for Studying and Taking the MA Comprehensive Examination

Preparing for the Examination:

- The intent of the comprehensive examination is to ensure that students graduating from the MA program in Political Science have a fundamental understanding of the field track that they are specializing in.
- In preparing for comprehensive examinations students should begin by reviewing their course notes, re-reading important writings assigned during the core track seminars, reviewing the course notes of other relevant classes and consulting with the FAC members as required.
- To help students prepare for the comprehensive examination a reading list is available to all MA students. The reading list is designed to help prepare students for questions in their track of specialization and therefore is composed from their chosen core track seminars. For example, a student taking the International Studies examination is responsible for mastering the readings assigned in either the Comparative Politics and the International Relations seminars.

Expectations of Students Taking the Examinations:

To demonstrate that the student has mastered the literature assigned in their specific tract the student must:

- Cite the names and central arguments of scholars relevant to the question being answered. Do not use shapeless “laundry lists” of authors, but engage with
the specific works and their relationships to one another, both positive and negative.

- **Literature citation should be ample.** Include all of the scholars that were read and discussed in the seminar relevant to the question.

- **Refer to the arguments of the scholars correctly.** Students need not give complete citations, but should provide enough information so that the reader can identify the exact work to which they are referring: author, title of book or year. Do not just give an author’s name; authors may have many books to their credit, and readers should not have to guess to which one the student is alluding.

- **Diversity in question answering is also important.** Avoid using the same concepts or authors in more than one answer. Slight overlaps are acceptable, but in general each question is designed to elicit different literatures, and students will be judged on this criterion.

- **Students who fail the exam may retake it one time.** The second exam also will be comprised of questions drawn from the same course materials but the questions will differ from the first exam.

- The department has determined that any student who fails to pass their comprehensive examinations a second time is not making sufficient progress in their program and that this is cause for dismissal from the program.

**Expectations of the Chair of the FAC:**

- The chair of the faculty advisory committee will ensure that the other members of the committee are aware of the expectations on the student for preparing and completing the exam.

- The chair will make sure that every student taking the examination will be aware of the expectations for the exam.

- **A passing grade requires the approval of all FAC members**

- The chair will communicate to the student the final grade and the rationale behind this grade.
GRADUATE FACULTY, 2010-2011

Stephen C. Brooks, Ph.D., Northwestern University, 1982, Associate Professor and Associate Director of the Ray C. Bliss Institute of Applied Politics. Fields: Public Policy; Political Communication

Daniel J. Coffey, Ph.D., University of Virginia, 2005, Associate Professor. Fields: American Government, Political Theory

David B. Cohen, Ph.D. University of South Carolina, 2000, Professor. Fields: American Politics: Presidency and Congress; International Relations: American Foreign Policy and Process


John C. Green, Ph.D., Cornell University, 1983, Professor and Director of the Ray C. Bliss Institute of Applied Politics. Chair of the Department of Political Science. Fields: Campaign Finance, Management and Organization; Religion and Politics

Dena Hanley, Ph.D., University of Cincinnati, 2002, Associate Professor. Fields: Criminal Justice, Corrections, and Program Evaluation
Karl Kaltenthaler, Ph.D. Washington University, St. Louis, 1995, Professor and Director of Research Projects, Ray C. Bliss Institute of Applied Politics. Director of Graduate Studies.  
Fields: Comparative Politics, Political Behavior, Public Opinion, Terrorism, Al Qaeda and affiliates, International Relations, European Integration

Bill Lyons, Ph.D., University of Washington, 1995, Professor and Director, Conflict Management.  
Fields: Law and Society, Policing Reform and Urban Politics, Comparative Criminal Justice

Nancy E. Marion, Ph.D., SUNY-Binghamton, 1990, Professor and Associate Chair of the Department of Political Science.  
Fields: Public Policy, Criminal Justice

James T. McHugh, Ph.D., Queens University, 1991. Professor.  
Fields: Constitutional Public Law, Political Theory, American Public Administration, and Comparative Politics

Terrence M. O’Sullivan, Ph.D., University of Southern California, 2003, Assistant Professor.  
Fields: Security Studies, Terrorism, Global Public Health, Natural Disasters, International Political Economy, Global Governance, Terrorism, Science and Technology Policy, and Comparative Politics

James C. Sperling, Ph.D., University of California-Santa Barbara, 1986, Professor.  
Fields: International Relations and European Security Policy
GRADUATE COURSES IN POLITICAL SCIENCE

600  SCOPE AND THEORIES OF POLITICAL SCIENCE (Required), 3 credits
Emphasis on the nature, scope and content of political theory construction and validation in political science.

601  RESEARCH METHODS IN POLITICAL SCIENCE (Required), 3 credits
Prerequisite: Six credits of political science, including 440 (or a satisfactory equivalent) or permission. Techniques of quantitative research in political science; utility and limitations of quantitative analysis.

603  SCHOLARLY WRITING AND PROFESSIONAL DEVELOPMENT IN POLITICAL SCIENCE (Required), 3 Credits
This course is designed to help graduate students with the development of their Essay of Distinction and Capstone Projects. Topics include the organization and format requirements of Seminar and Capstone papers, logical presentation arguments, editing, and the process of committee review. A secondary purpose is to polish student writing, presentation and professional skills.

610  SEMINAR IN INTERNATIONAL POLITICS 3 credits
Analysis of current problems in theory and practice of international politics and organization.

620  SEMINAR IN COMPARATIVE POLITICS 3 credits
Research on selected topics in comparative politics and the
comparative method.

622 SEMINAR IN ALTERNATIVES TO VIOLENCE AT HOME AND ABROAD 3 Credits
An interdisciplinary analysis of the nature of violence—from interpersonal to international—to enhance our capacity to reduce violence and other threats to liberty.

630 SEMINAR IN NATIONAL POLITICS 3 credits
Reading and research on formulation, development and implementation of national policy.

650 SEMINAR ON LAW, PUNISHMENT, AND POLITICS: US AND THE WORLD 3 credits
Reading and research on the multiple interconnections between law, punishment, politics, and power.

668 SEMINAR IN PUBLIC POLICY AGENDAS AND DECISIONS 3 credits
Reading and research on the development of public policy issues and decision making.

672 SEMINAR IN POLITICAL INFLUENCE AND ORGANIZATIONS 3 credits
Prerequisite: permission. Examination of how public concerns and demands are resolved or diffused. A theoretical and applied look at parties, interest groups, public opinion, media, and protest.

690 SPECIAL TOPICS IN POLITICAL SCIENCE 3 credits
Graduate-level examination of selected topics in American politics, comparative politics, international politics or political theory.

695 INTERNSHIP IN POLITICAL SCIENCE 3-6 credits
Prerequisite: permission of graduate adviser. Field experience: student is placed with officeholders, government agencies or political groups for research or practical experience of relevance to program.

697 INDEPENDENT RESEARCH AND READINGS 3 credits
Prerequisite: permission. (May be repeated, with no more than six credits applied to degree requirements.)