

MASTER'S HANDBOOK

2021-2022



UNIVERSITY *of*
DENVER

JOSEF KORBEL SCHOOL *of*
INTERNATIONAL STUDIES

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The Josef Korbel School of International Studies reserves the right to make changes in the regulations, courses, policies, and other aspects of this handbook without advance notice. Given that the content contained herein is revised as needed and offers the most up-to-date information available, this handbook may offer greater detail and accuracy than other University documentation pertaining to Master's Programs at the Josef Korbel School of International Studies. It does not, however, supplant information/requirements posted in the [Graduate Bulletin](#).

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Welcome

A Letter from the Dean

Dear Incoming Graduate Students:

Now, more than ever, our nation and the world need talented, skilled, and compassionate practitioners working in the field of International Relations. At the Josef Korbel School, we are looking for those students who have the passion to help navigate these challenging times whether they are working for the Department of State, the World Bank, or in the field in developing countries.

You will find within our school, dedicated faculty and staff who are always available to help students identify the appropriate path to follow which will prepare them for careers best suited for their strengths and interests. Our degrees range from International Development to Public Policy to Global Finance Trade and Economic Integration. Active grant-funded projects provide students the opportunity to gain valuable skills through faculty-sponsored research opportunities. Internships across the globe provide students the chance for hands-on experience in selected areas that will help them determine their future career goals.

Within the walls of the Anna and John J. Sie International Relations Complex, you will find a welcoming and stimulating environment. Our Centers of Excellence provide ongoing programs on controversial international topics designed to inspire discussion and expose students to world-renowned scholars.

We have an active student body that cares about human rights, justice, and integrity. But they also care about having fun and enjoying the numerous amenities of Denver and Colorado! On any given weekend, groups of students will have organized impromptu field trips to the local breweries in downtown Denver, a trip to the mountains for skiing or hiking, or a night at the theater.

We welcome you warmly to the Josef Korbel School of International Studies family where you can study, grow, and gain the experience that will propel you toward meaningful lifetime work.

Sincerely,

Dr. Fritz Mayer
Dean, Josef Korbel School of International Studies

History of the School

The [Josef Korbel School of International Studies](#) has offered degree programs in international affairs since its founding in 1964 as the Graduate School of International Studies. The school was renamed on May 28, 2008, to honor its founder and first dean, Josef Korbel.

In its earliest incarnation, the Department of International Relations at the University of Denver (established in 1929 and one of the first of its kind in the United States) had a national reputation thanks to the leadership of Ben Mark Cherrington, a dynamic educator dedicated to providing students with a global perspective on the issues of the day. The department's academic programs also had the moral and financial support of the Social Science Foundation, established in 1926 by Denver investment banker and philanthropist James Causey with the support of then-DU Chancellor Heber Harper. As a result, Mr. Causey stated that students of the University of Denver would have "an altogether unusual opportunity to be well informed upon all aspects of the great social, industrial, and international problems of the present and the future and that as a result the University may be the means of training real leaders in the field." Today, the foundation's board manages a multimillion-dollar trust, the proceeds of which are dedicated to promoting the study and application of international relations at both the undergraduate and graduate levels.

The Graduate School of International Studies became a reality largely due to the vision and efforts of Josef Korbel, who is now widely known as the father of Madeleine Albright, first female U.S. Secretary of State and highest-ranking woman in the history of the U.S. government. A diplomat in Czechoslovakia, Korbel fled the country after the Nazi invasion in 1939. Once the Third Reich was defeated, he returned to Czechoslovakia to serve as the country's ambassador to Yugoslavia, but was forced to flee again during the Communist coup in Czechoslovakia 1948. After learning he had been tried and sentenced to death in absentia, Korbel was granted political asylum in the United States and was hired in 1949 to teach international politics at the University of Denver.

During his career in Denver as a scholar and teacher, Korbel decided he wanted to establish a professional school that would prepare talented and idealistic people for distinguished careers in the public, private, and non-profit sectors. In 1964, with the support of Ben Cherrington, Korbel founded the Graduate School of International Studies (GSIS) and became its first dean. To house the school, the 30,300 square-foot Ben M. Cherrington Hall was built in 1965. GSIS flourished throughout the 1960's and 1970's as a leader of professional and scholarly training in international affairs, and established an undergraduate curriculum in 1985. In spring 2016, the School opened the new five story, 46,000 square foot Anna and John K. Sie International Relations Complex to continue and expand the important work of training future global leaders.

Today, the Josef Korbel School of International Studies is a top-fourteen, internationally ranked school and globally regarded as a premier educational institution. The school's community includes approximately 450 undergraduate International Studies and PPOL majors, over 200 graduate students, 42 appointed faculty, 25 staff members, numerous adjunct professors, and several thousand alumni living and working in 74 countries.

The recent prominence of graduates on the world stage has also contributed to the school's ascending reputation. Those graduates include former U.S. Secretary of State Condoleezza Rice; General George Casey, 38th chief of staff of the U.S. Army and former commander of the Multi-National Force–Iraq; Heraldo Muñoz, former Chilean ambassador to the United Nations; and Iran's Minister of Foreign Affairs., Mohammad Javad Zarif.

For years to come, the Josef Korbel School of International Studies will continue the work of its namesake and founder: offering a broad intellectual approach to the study of international affairs to practical idealists committed to the common good of an increasingly interconnected and interdependent world. For more information about the School's history at <http://www.du.edu/korbel/about/history.html>.

JKSIS Statement on Diversity & Inclusive Excellence

The Josef Korbel School of International Studies is committed to fostering a diverse, equitable, and inclusive learning environment for all students, staff, and faculty. We value the diversity of backgrounds, ideas, and individuals that enrich our community. By diversity, we include the broad range of identities that individuals and groups bring with them, including (but not limited to) race, ethnicity, religion, gender, gender identity and expression, sexual orientation, socio-economic status, class, language, culture, national origin, generation/age, ability, veteran status, documentation status, academic experience, and intellectual perspective. We also recognize a special responsibility to undertake particular efforts to include the participation and voices of those from historically underrepresented groups who have experienced systematic marginalization, oppression, and lack of access. Diversity and inclusivity, therefore, also entail a commitment to equity, to understanding that not all individuals have had the same opportunities for access, and a collective responsibility to try to make such access more equitable. In all of this, diversity alone is not the only goal; we also strive to hear, listen to, and incorporate all respectful and inclusive voices in our teaching, research, and service. Diversity and inclusivity must also be accompanied by the provision of resources and an openness to listening to and making space for new voices. We hold that embracing and supporting new perspectives, individuals, and ideas invigorates academic excellence and pushes our entire community forward in today's rapidly changing global marketplace. As a school of international studies, within a university dedicated to the public good, a commitment to diversity, equity, and inclusive excellence is critical for preparing and ensuring the success of the next generation of community and global practitioners, scholars, and leaders.

Degree Program Requirements

Master of Arts in Global Environmental Sustainability

A defining issue of the 21st century will be international challenges posed by a changing environment, population growth, and increased demands on our food, water, and energy resources. Given the complexity and magnitude of these challenges, we need innovative approaches to meeting needs while promoting just and equitable development and a sustainable path for future generations. The Korbel School is poised to assume a position of leadership in research, teaching, and outreach around issues related to our changing climate and global environment. The Global Environmental Sustainability (GES) MA will stimulate, facilitate, and coordinate these activities in a sustaining manner. Our location in the Front Range puts us at the center of practical discussions about water, agriculture, and energy (both conventional and renewable). Our advantage comes in taking a human-focused approach to understanding the consequences of global change for human well-being.

Curriculum Overview:

Candidates must complete sixty (60) credit hours.

Degree Requirements:

1. Korbel Core - two courses (8 credits):

- INTS 4091 - Great Issues in International Relations
(offered each Fall quarter; to be taken as early in the program as possible)
- INTS 4090 – Values-Based Leadership in International and Public Affairs
(offered each Winter quarter; to be taken as late in the program as possible)

2. Degree Core- three courses (12 credits):

- INTS 4642 – Environmental Security
- INTS 4972 – Global Environmental Governance
- A course focused on other features of environmental sustainability, approved by the degree director.

3. Skills Courses - three courses (12 credits):

- INTS 4342 – Project Management
- Two other skills courses approved by the degree director

4. Specialization Area Requirement: three courses (12 credits):

Each student creates a specialization area by completing at least three courses that are linked thematically. Specializations may center on an issue, region, or skill set. Students are required to complete at least one specialization but may also choose to complete a second specialization. Students have considerable latitude in the design of their selected specialization area, but must have it approved by the Global Environmental Sustainability degree director. Students choosing to complete a graduate Certificate may use three of those Certificate classes to form a specialization.

Suggested specialization tracks include:

Climate Change

- INTS 4671: Climate, Science, and Society
- INTS 4909: Climate Justice
- INTS 4xxx: Sustainable Energy

Food & Water Security

- INTS 4110: Food and Nutrition Security for Sustainable Development
- INTS 4539: Food Security in the United States and the World
- INTS 4484: Agriculture and Sustainable Development

Environmental Security and Conflict Resolution

- INTS 4653: Political Economy of the Resource Curse
- INTS 4909: Climate Justice
- INTS 4706 Negotiating Environmental Conflict and Policy

Energy and Resource Policy

- INTS 4xxx: Sustainable Energy
- INTS 4653: Political Economy of the Resource Curse
- BUS 4444/INTS 4459: Global Business, Governance, and Corporate Social Responsibility

5. **Foreign Language:** Optional, but strongly recommended
6. **Internship:** Required (registered as INTS 4981, for 0 or 4 credits)
 - Please see the Internship section of the Handbook for more details
7. **Thesis (0-8 credits) or Substantial Research Paper (0-4 credits):** Optional
8. **Electives:** quantity will depend on remaining number of credits needed to reach the minimum requirements of **60 credits**.

Degree Director:

Prof. Frank Laird

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(303) 871-4462

Master of Arts in Global Economic Affairs

The Global Economic Affairs (GEA) program provides students with a multi-disciplinary, policy-focused examination of the global economy. *Emphasis is on political economy, not on the narrow field of economics as standardly taught in economics textbooks.* Courses within this degree focus on the complex changes underway in the global economy, including the emerging patterns of finance, trade, and investment flows and their effect on national economies; the effect of globalization on state capacity, policy autonomy, and national economic conditions; the relationship between economic, political, and social outcomes of policy choices; corporate governance, competition, and corporate social responsibility; and the politics of economic policy choices at the national and international levels, within multilateral agreements and organizations. All students within this degree receive training in advanced statistical methods, including econometrics. Students also select from a diverse collection of qualitative and quantitative skills courses.

Students pursuing the GEA degree are required to pursue a customized specialization that is tied to their intellectual and career aspirations. Students should meet with the degree director to discuss possible specializations that will meet their needs. See examples of popular specializations below.

This degree is intended for students looking to pursue a diverse range of careers:

1. As international economic analysts for public sector agencies, such as the Department of Commerce, the International Trade Administration, Ministries of Finance, crime and security agencies such as the FBI, and state and municipal government.
2. As analyst for multilateral institutions and organizations, such as the World Bank, the US Trade and Development Agency, the World Trade Organization, United Nations agencies, the African Development Bank, and the Organization for Economic Cooperation and Development;
3. As researchers and analysts within non-governmental organizations, such as Oxfam, Action Aid, Accion, and Water for People;
4. As private sector economic policy consultants, political risk or international project analysts, ethical supply chain experts, and international project managers.

Students who seek a more specialized and technical training in portfolio allocation might consider creating their own “customized, flexible dual degree” with the Daniels College of Business (DCB) that allows them to earn an MS in Finance along with the GEA degree (for more information, see the [“Flexible Dual Degree Programs”](#) section of the Graduate Bulletin).

The GEA program is intended for economics majors and non-majors alike. The course “Economics: Fundamental Knowledge, Global Applications” (INTS 4536), offered each fall when enrollments warrant it, is designed for students who have not completed an undergraduate course in Introductory Macroeconomics & Microeconomics (or undergraduate Principles of Economics or undergraduate International Economics). INTS 4536 will prepare students who do not possess this basic economics background to enroll in INTS 4310 (International Trade) and INTS 4320 (International Monetary Relations). It is also sufficient for students without an economics background to take an undergraduate-equivalent course (in person or on-line—there are many options available) prior to matriculating at Korb to prepare themselves for the GEA core classes.

Curriculum Overview:

Candidates must complete sixty (60) credit hours.

Degree Requirements:

1. Korbelt Core – two courses (8 credits):

- INTS 4091 - Great Issues in International Relations (*offered each Fall quarter; take as early in the program as possible*)
- INTS 4090 – Values-Based Leadership in International and Public Affairs (*offered each Winter quarter; take as late in the program as possible*)

2. Degree Core: Three courses (12 credits):

- INTS 4310 - International Trade*
- INTS 4320 - International Monetary Relations*
- One of the following:
 - INTS 4324 - International Political Economy
 - INTS 4370 - Political Economy of Globalization**
 - INTS 4372 – Great Books in Political Economy

* Prerequisite for INTS 4310: grade of B- or better in undergraduate course in *Introductory Microeconomics, Principles of Economics (combining Introductory Micro and Macroeconomics), or International Economics*. Prerequisite for INTS 4320: grade of B- or better in undergraduate course in *Introductory Macroeconomics, Principles of Economics (combining Introductory Micro and Macroeconomics), or International Economics*. Students who have not completed the undergraduate prerequisites for INTS 4310 and INTS 4320 should first complete **INTS 4536 - Economics: Fundamental Knowledge, Global Applications**. OR, as noted above it is also sufficient for students without an economics background to take an undergraduate-equivalent course (in person or on-line—there there are many options available) prior to matriculating at Korbelt to prepare themselves for the GEA core classes.

** INTS 4310 and INTS 4320 are recommended prerequisites for **INTS 4370**.

3. Specialization: Three courses (12 credits):

Each student creates a specialization by completing at least three courses that are linked thematically. Specializations may center on an issue, region, or skill set. Students are required to complete at least one specialization but may also choose to complete a second specialization. Students have considerable latitude in the design of their selected specialization, but must have it approved by the GEA degree director. Students choosing to complete a graduate Certificate may use three of those Certificate classes to form a specialization.

Examples of commonly pursued specializations include international business, economic development, energy and sustainability, the political economy of Africa, China, the European Union, or Latin America, international security, international political economy, qualitative analysis, and quantitative methods.

4. Skills: Three courses (12 credits):

- INTS 4051 - Statistical Methods II* *or* INTS 4057 - Statistics I & II **
- INTS 4303 - Econometrics for Decision Making I
- A third skills oriented course approved by the GFTEI Degree Director.

You can find more information on skills courses offered at Korbelt [here](#).

While not an exhaustive list of options, the following skills-oriented classes are recommended:

- INTS 4052 – Statistical Methods III
- INTS 4058 – Time Series Analysis
- INTS 4201 – Quantitative Analysis of Global Climate Change
- INTS 4210 – Multinational Corporations
- INTS 4226 – Social Enterprise and Global Poverty
- INTS 4330 – International Business Transactions
- INTS 4339 – Microfinance, Financial Inclusion and Inclusive Markets
- INTS 4345 – The Art of Forecasting
- INTS 4555 - Professional Communications
- INTS 4579 – International Futures
- INTS 4632 – Qualitative Research Methods
- INTS 4650 – Globalization and Economic Crime
- INTS 4059- Data Science with Python
- INTS 4060 - Data Visualization
- INTS 4964 - Political Risk Analysis
- PPOL 4250 – Hacking for Good

** Students must complete INTS 4050 - Statistical Methods I (with a grade of C- or better) before they are eligible to register for INTS 4051 - Statistical Methods II. Students will receive elective credit for completing INTS 4050, but it cannot be used to satisfy the skills requirement for the degree.*

*** Students may take INTS 4057 - Statistics I & II instead of INTS 4051 - Statistical Methods II - if they have a strong quantitative background. This is a fast-paced course and combines what is taught in Statistics I and Statistics II, so only take INTS 4057 if you are confident in your ability to keep up in such an environment.*

5. **Foreign Language:** Optional, but strongly recommended
6. **Internship:** Required (registered as INTS 4981, for 0 or 4 credits)
 - Please see the Internship section of the Handbook for more details
7. **Thesis (0-8 credits) or Substantial Research Paper (0-4 credits):** Optional
8. **Electives:** quantity will depend on remaining number of credits needed to reach the minimum requirements of **60 credits**.

Note: MA in GEA candidates may enroll in a **maximum** of 12 credits at the Daniels College of Business. If a student wishes to take more than 12 credits, s/he must apply, and be accepted, to a graduate degree program at the DCB through the DU flexible dual degree program. No more than 12 credits completed prior to acceptance into such a program may be applied toward a DCB degree. Students currently enrolled in a dual or joint degree program are not impacted by this policy.

To request permission to register for DCB classes, please contact a Graduate Business Advisor at gradbus.advising@du.edu. Students who register without this permission risk disenrollment from the course. All non-DCB students will be registered on a space-available basis.

Degree Director:

Professor Josiah Hatch
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Sié Chéou-Kang Center 164
303-871-2546

Master of Arts in International Development

The MA in International Development focuses on development theory, policy-oriented decision-making and analysis, politics of institutions, and in-demand practical skills. The program prepares students for careers in government, multilateral and bilateral development agencies, non-governmental organizations, and the private sector. Development graduates also enter relevant doctoral programs.

The program reflects an approach to development that emphasizes not only economic issues but also the importance and interrelatedness of sustainable economic and human development, human rights, and environmental sustainability. We emphasize the diversity of needs, desires, opportunities, and constraints experienced by individuals of differing socioeconomic classes, ethnicities, and genders, as well as differences among nations and regions.

Students gain analytical skills that address not only policy issues, but also the logics and workings of diverse institutions that create, negotiate, and implement development policy. Students also engage the many power differentials that profoundly influence processes central to sustainable development. These power differentials exist not only among nations, but also among public- and private-sector partners within development programs; between development practitioners and their intended beneficiaries; and among those intended beneficiaries. Thus, we also engage with actors and processes across scalar levels from the most macro-level international institutions and initiatives to the most micro-level agendas and actions taken by communities, firms, families, and individuals.

The program provides training in key practical skills identified by development employers, including communications, quantitative analysis, program/project-focused management and assessment, qualitative and participatory field research, and cross-sectoral framework development. Through internships, students gain experience in meeting the challenges of development practice while applying these skills and their knowledge of ideas, institutions, and processes that have influenced the course of international development.

Curriculum Overview:

Candidates must complete sixty (60) credit hours.

Substitutions *must be* approved, in advance, by the degree director. Students should prioritize completion of the Program Training Core and the Statistics requirement during their first year.

A list of recommended electives is available from the degree director. The director will be available to help students shape specializations and to identify relevant electives.

Degree Requirements:

1. Korbelt Core – two courses (8 credits):

- INTS 4091 - Great Issues in International Relations (*offered each Fall quarter; take as early in the program as possible*)
- INTS 4090 – Values-Based Leadership in International and Public Affairs (*offered each Winter quarter; take as late in the program as possible*)

2. Degree Core (three courses - 12 credits):

- INTS 4350 - Economic Development
- INTS 4468 - Politics of Development
- INTS 4521 – Cultures of Development

3. **Specialization** (three courses - 12 credits):

Each student creates a specialization area by completing at least three courses that are linked thematically. Specializations may center on an issue, region, or skill set. Students have great latitude in identifying thematic interests and choosing related courses. The International Development Degree Director must approve specializations and will be available to help identify relevant courses. Students choosing to complete a graduate Certificate may use three of those Certificate classes to form a specialization.

4. **Skills Requirement** (three courses - 12 total credits):

- INTS 4051 - Statistics II* or INTS 4057 - Statistics I & II **
- **Two additional skills-oriented courses approved by the Development Degree Director**

While not an exhaustive list of options, the following skills-oriented classes are recommended:

- INTS 4052 – Statistics III
- INTS 4266 - Social Entrepreneurship and Global Poverty
- INTS 4333 - International Project Design and Monitoring
- INTS 4339 – Microfinance and Sustainable Development
- INTS 4342 - Project Management
- INTS 4423 - Introduction to Epidemiology
- INTS 4575 - Systems Thinking for Social Scientists
- INTS 4579 - International Futures
- INTS 4632 - Qualitative Research Methods
- INTS 4633 – International Project Evaluation
- INTS 4966 - Applied Field Methods

** Students must complete INTS 4050 - Statistical Methods I (with a grade of C- or better) before they are eligible to register for INTS 4051 - Statistical Methods II. Students will receive elective credit for completing INTS 4050, but it cannot be used to satisfy the skills requirement for the degree.*

*** Students may take INTS 4057 - Statistics I & II, instead of INTS 4051 - Statistical Methods II, if they have a strong quantitative background. This is a fast-paced course and combines what is taught in Statistics I and Statistics II, so only take INTS 4057 if you are confident in your ability to keep up in such an environment.*

5. **Foreign Language:** Optional, but strongly recommended

6. **Internship:** Required (registered as INTS 4981, for 0 or 4 credits)

- Please see the Internship section of the Handbook for more details

7. **Thesis (0-8 credits) or Substantial Research Paper (0-4 credits):** Optional

8. **Electives:** quantity will depend on remaining number of credits needed to reach the minimum requirements of **60 credits**.

Degree Director(s):

Prof. Sally Hamilton

Sarah.Hamilton@du.edu

(303) 871-2558

Master of Arts in International Human Rights

The MA in International Human Rights provides students with the opportunity to explore issues of human dignity while critically examining the norms, historical processes, social movements, strategies, and institutions designed to promote and protect human rights in our globalizing world. The program is pioneering and unique among its peers for interdisciplinary study, rigor, and flexibility. It links human rights to law, security, gender and minoritized studies, migration issues, economic development, health, security, human trafficking, humanitarian assistance, geographic areas, and other related themes. It emphasizes both theory and practice.

For practical experience, students can take skills courses, certificates, participate in educational trips, complete internships, and have opportunities for fieldwork in the U.S. and around the world. Through research centers, guest lectures, conferences, and film series, students participate in a wide range of human rights research and advocacy projects. Graduates typically seek and obtain positions in international nonprofits, international human rights advocacy organizations, international aid agencies, governmental and intergovernmental organizations, business sector, the human rights legal profession, and academia.

Degree Requirements (60 credit hours total):

1. Korbelt Core – two courses (8 credits):

- INTS 4091 - Great Issues in International Relations
(offered each Fall quarter; take as early in the program as possible)
- INTS 4090 – Values-Based Leadership in International and Public Affairs
(offered each Winter quarter; take as late in the program as possible)

2. Degree Core - three courses (12 credits):

a. INTS 4940 – Introduction to Human Rights*

** Highly recommended electives: INTS 4301 -Intro to Political Theory or INTS 4822 - Contemporary Political Theory*

b. One of the following:

- INTS 4677 – Introduction to Law, Foreign Policy and Moral Theory in Human Rights
- INTS 4935 - International Humanitarian Law
- INTS 4936 - International Law and Human Rights

c. One of the following:

- INTS 4649 - Human Rights and the Middle East
- INTS 4670 - Gender, Security and Human Rights
- INTS 4801 - Major Issues in Human Rights
- INTS 4828 - Migration and Refugees
- INTS 4947 - Human Rights and Security

3. Specialization - three courses (12 credits):

Each student creates a specialization area by completing at least three courses that are linked thematically. Specializations may center on an issue, region, or other human rights themes. Students are required to complete at least one specialization but may also choose to complete a second specialization. Students have considerable latitude in the design of their selected specialization area,

but must have it approved by the Human Rights degree director. Students choosing to complete a graduate Certificate may use three of those Certificate classes to form a specialization.

The following course clusters are examples of approved specialization options. For other specializations, please seek the approval of the degree director.

- **Economic, Development, and Health Rights**
 - INTS 4364 - Human Rights and Global Poverty
 - INTS 4367 - Global Health Affairs
 - INTS 4368 - HIV/AIDS in International Affairs
 - INTS 4492 - Health and Humanitarian Assistance
 - INTS 4521 - Cultures of Development

- **Security Rights and Humanitarian Assistance**
 - INTS 4011 - Comparative Genocide and Human Rights
 - INTS 4502 - Comparative Revolutions
 - INTS 4581 - Introduction to Humanitarian Systems
 - INTS 4630 - Civilian Protection in Armed Conflict
 - INTS 4647 - Critical Issues in International Humanitarian Assistance
 - INTS 4987 - Human Rights and Human Trafficking

- **Regions or Countries**
 - Africa*
 - INTS 4427 - Political Economy of Sustainable Development in Africa

 - Asia*
 - INTS 4664 - Political Economies of Emerging Powers
 - INTS 4785 - Modern China: Reform and Revolution

 - Europe and Central Europe*
 - INTS 4646 - European Integration
 - INTS 4760 - Russian Foreign and Defense Policy

 - Latin America*
 - INTS 4453 - Political Economic Development in Latin America
 - INTS 4794 - Inequality in Latin America and the Caribbean

 - Middle East*
 - INTS 4384 - Middle East and U.S. Security
 - INTS 4620 - Introduction to Middle Eastern and Islamic Politics

 - United States*
 - INTS 4700 - U.S. Foreign Policy

- **Human Rights Themes**
 - INTS 4372 - Great Books in Political Economy
 - INTS 4478 - Donald Trump, Democratic Decline, and Authoritarian Populism
 - INTS 4526 - Modern Islamic Politics
 - INTS 4599 - Ethics and International Affairs
 - INTS 4710 - Topics: Gandhi, Socrates, and Mass Non-Violent Resistance
 - INTS 4804 - Realism and Democracy
 - INTS 4820 - Democracy and War
 - INTS 4822 - Contemporary Political Theory

- INTS 4890 - Revolutions and State Building

4. Skills Courses - three courses (12 credits):

a. INTS 4051 - Statistics II* or INTS 4057 - Statistics I and II**

d. One Methods course:

- INTS 4010 – Epistemology
- INTS 4522 – Philosophy of Social Science
- INTS 4644 – Human Rights Research Methods
- INTS 4632 – Qualitative Research Methods
- INTS 4999 – Research Design

e. One additional skills-oriented courses approved by the Human Rights Degree Director

While not an exhaustive list of options, the following skills-oriented classes are recommended:

- INTS 4333 – International Project Design and Monitoring
- INTS 4342 – Project Management
- INTS 4423 – Introduction to Epidemiology
- INTS 4497 – International Campaign Management
- INTS 4579 – International Futures
- INTS 4711 – Campaigns and Foreign Policy
- INTS 4956 – Human Trafficking Clinic
- INTS 4966 – Applied Field Methods

** Students must complete INTS 4050 - Statistical Methods I (with a grade of C- or better) before they are eligible to register for INTS 4051 - Statistical Methods II. Students will receive elective credit for completing INTS 4050, but it cannot be used to satisfy the quantitative requirement for the degree.*

*** Students may take INTS 4057 - Statistics I and II, instead of INTS 4051 - Statistical Methods II, if they have a strong quantitative background. This is a fast-paced course and combines what is taught in Statistics I and Statistics II, so only take INTS 4057 if you are confident in your ability to keep up in such an environment.*

5. Foreign Language: strongly recommended

6. Internship: Required (registered as INTS 4981, for 0 or 4 credits)

- Please see the Internship section of the Handbook for more details

7. Thesis (0-8 credits) or Substantial Research Paper (0-4 credits): Optional

8. Electives: quantity will depend on remaining number of credits needed to reach the minimum requirements of **60 credits**.

Degree Director:

Prof. Jack Donnelly

jack.donnelly@du.edu

(303) 871-2563

Master of Arts in International Security

The International Security program provides education and training from a multi-disciplinary perspective on issues associated with the causes, consequences, and means of preventing and mitigating threats across the range of levels of analysis. The Security Program defines both security and threats broadly and interactively, ranging from and making linkages across traditional systemic/state level threats associated with the use of violence and those associated with the provision of human security at the societal/individual level. Utilizing a diverse faculty and an array of teaching approaches/practical exercises, our aim is to allow students to master, analyze, and test theories, policies, and approaches to the challenges of international security as well as develop the analytic and communications skills necessary to become leading practitioners in the security field via the public, private, non-profit, and/or international sectors.

At the completion of the Security Curriculum, students will have a clear understanding of the foundational concepts, theories, and approaches associated with the study and practice of international security and are able to relate these approaches to each other and to real world security challenges. In addition, students will have developed the analytic, professional, and communications skills necessary to provide and articulate professional level analysis as well as developed one or more sub-areas of expertise within the international security field.

Curriculum Overview:

Candidates must complete sixty (60) credit hours.

All International Security majors must enroll in INTS 4735 at their first opportunity, and complete INTS 4051 or INTS 4057 in their first year. Advanced Topics Courses cannot be taken until a student has completed the aforementioned courses, as well as any foundational course that are pre-requisites for those courses. Thus, all International Security students are strongly encouraged to complete INTS 4091, Degree Core coursework, and the Skills coursework in their first three to four quarters at the Josef Korbel School.

Degree Requirements:

1. Korbel Core - two courses (8 credits):

- INTS 4091 - Great Issues in International Relations (*offered each Fall quarter; take as early in the program as possible*)
- INTS 4090 – Values-Based Leadership in International and Public Affairs (*offered each Winter quarter; take as late in the program as possible*)

2. Degree Core- three courses (12 credits):

- INTS 4700 - U.S. Foreign Policy **or** INTS 4701 - U.S. National Security Policy
- INTS 4702 – Emerging Issues in International Security
- INTS 4703 – Foundations of Security

3. Skills Courses - three courses (12 credits):

- INTS 4051 – Statistical Methods II* or INTS 4057 – Statistics I & II**
- INTS 4735 - Defense and Security Methods
- INTS 4676 – Advanced Topics in Security

* Prerequisites: INTS 4735 **and** either INTS 4051 or INTS 4057

** Students must complete INTS 4050 - Statistical Methods I (with a grade of C- or better) before they are eligible to register for INTS 4051 - Statistical Methods II. Students will receive elective credit for completing INTS 4050, but it cannot be used to satisfy the skills requirement for the degree.*

*** Students may take INTS 4057 - Statistics I & II, instead of INTS 4051 - Statistical Methods II, if they have a strong quantitative background. This is a fast-paced course and combines what is taught in Statistics I and Statistics II, so only take INTS 4057 if you are confident in your ability to keep up in such an environment.*

4. Specialization Area Requirement: three courses (12 credits):

Each student creates a specialization area by completing at least three courses that are linked thematically. Specializations may center on an issue, region, or skill set. Students are required to complete at least one specialization but may also choose to complete a second specialization. Students have considerable latitude in the design of their selected specialization area, but must have it approved by the International Security degree director. Students choosing to complete a graduate Certificate may use three of those Certificate classes to form a specialization.

Popular options currently supported by the broader Korbel curriculum include: Intelligence, Homeland Security, Emerging Security Issues, US National Security, Comparative Foreign Policy, Gender and Security, Conflict Resolution, Global Health Affairs, Development, Human Rights and/or Human Security, Data Analysis, and region focuses (Middle East, China, Sub-Saharan Africa, Latin America, etc.).

5. Foreign Language: Optional, but strongly recommended

6. Internship: Required (registered as INTS 4981, for 0 or 4 credits)

- Please see the Internship section of the Handbook for more details

7. Thesis (0-8 credits) or Substantial Research Paper (0-4 credits): Optional

8. Electives: quantity will depend on remaining number of credits needed to reach the minimum requirements of **60 credits**.

Degree Director:

Prof. Karen Feste

Karen.Feste@du.edu

(303) 871-2418

Master of Arts in International Studies

The Master of Arts in International Studies combines a broad understanding of the field of international studies with an issue-oriented specialization, skills courses, and the opportunities for internships or advanced research. It is the traditional professional international studies curriculum, long favored by students pursuing career options in the government, private, and non-profit sectors, as well as those considering a PhD. It is also our most flexible degree, with ample opportunity to tailor a program to fit your specific needs and interests.

Curriculum Overview:

Candidates must complete sixty (60) credit hours.

Degree Requirements:

1. Korbels Core – two courses (8 credits):

- INTS 4091 - Great Issues in International Relations (*offered each Fall quarter; take as early in the program as possible*)
- INTS 4090 – Values-Based Leadership in International and Public Affairs (*offered each Winter quarter; take as late in the program as possible*)

2. Degree Core - three courses (12 credits):

- Any regionally focused course, to be approved by the International Studies Degree Director
- Choose **two** of the following:
 - INTS 4324 - International Political Economy
 - INTS 4370 – The Global Economy
 - INTS 4372 – Great Books in Political Economy
 - INTS 4501 - Comparative Politics in the 21st Century
 - INTS 4715 – Challenges Facing Democratization
 - INTS 4822 – Contemporary Political Theory
 - INTS 4900 - International Politics

3. Specialization - three courses (12 credits):

Each student creates a specialization area by completing at least three courses that are linked thematically. Specializations may center on an issue, region, or skill set. Students are required to complete at least one specialization but may also choose to complete a second specialization. Students have considerable latitude in the design of their selected specialization area, but must have it approved by the International Studies degree director. Students choosing to complete a graduate Certificate may use three of those Certificate classes to form a specialization.

4. Skills - three courses (12 credits):

A package of three courses from the various methods and skills courses offered at the Josef Korbel School or, with permission from other units at the University of Denver (excluding University College). The list below contains examples of the types of courses that students may choose *but does not exhaust the possibilities*. The best choices for each student will depend on that student's career goals and should be discussed with the degree director.

Quantitative Courses

- INTS 4051 - Statistical Methods II*
- INTS 4052 - Statistical Methods III (*prerequisite: INTS 4051 or INTS 4057*)
- INTS 4057 - Statistics I & II **
- INTS 4333 - International Project Design and Monitoring
- INTS 4345 - The Art of Forecasting
- INTS 4575 - Systems Thinking for Social Scientists
- INTS 4633 - International Project Evaluation

** Students must complete INTS 4050 - Statistical Methods I (with a grade of C- or better) before they are eligible to register for INTS 4051 - Statistical Methods II. Students will receive elective credit for completing INTS 4050, but it cannot be used to satisfy the methodology/ skills requirement for the degree.*

*** Students may take INTS 4057 - Statistics I & II, instead of INTS 4051 - Statistical Methods II, if they have a strong quantitative background. This is a fast-paced course and combines what is taught in Statistics I and Statistics II, so only take INTS 4057 if you are confident in your ability to keep up in such an environment.*

Management and Communications Skills

- INTS 4342 - Project Management
- INTS 4391 - Financial Management and Fundraising of Non-Profits
- INTS 4394 - Non-Profit Management: Issues and Techniques
- INTS 4555 - Professional Communications
- INTS 4557 - Cross-Cultural Communications

Issue-Oriented Skills

- INTS 4423 - Introduction to Epidemiology
- INTS 4483 - Practical Applications in Global Health
- INTS 4735 - Defense and Security Methods
- INTS 4736 - Strategic Intelligence Data Collection and Analysis
- INTS 4739 – Defense and Security Quantitative Analysis (*Prerequisite: INTS 4735*)
- INTS 4954 – Human Rights Research and Design

Qualitative and Field Methods

- INTS 4010 - Epistemology
- INTS 4966 - Applied Field Methods

5. **Foreign Language:** Optional, but strongly recommended
6. **Internship:** Required (registered as INTS 4981, for 0 or 4 credits)
 - Please see the Internship section of the Handbook for more details
7. **Thesis (0-8 credits) or Substantial Research Paper (0-4 credits):** Optional

8. **Electives:** quantity will depend on remaining number of credits needed to reach the minimum requirements of **60 credits**.

Degree Director:

Prof. Lynn Holland

Lynn.Holland@du.edu

(303) 871-3769

Master of Public Policy

The Public Policy program at the JKSSIS is committed to the development of tomorrow's policy leaders through an innovative core curriculum that emphasizes analytical, evidenced, and expertise-based solutions to contemporary policy issues. The graduate program in public policy, which offers the Master of Public Policy (MPP) degree, gives students the opportunity to identify, analyze, and solve challenging policy issues at urban, state, national, and global levels of governance.

Curriculum Overview:

Candidates must complete sixty (60) credit hours.

Degree Requirements:

1. Korbels Core – one course (4 credits):

- INTS 4090: Values-Based Leadership in International and Public Affairs (*offered each Winter quarter; take as late in the program as possible*)

2. Degree Core – four courses (16 credits):

It is highly recommended that students take these required degree courses in their first year in the MPP program to help prepare them for other courses, to keep them on track for completion, and to integrate them in their cohort. PPOL 4200 and PPOL 4400 are typically offered in the Fall; while PPOL 4500, INTS 4349, and INTS 4750 are typically offered in the Winter.

- PPOL 4200 – Microeconomics for Public Policy
- PPOL 4400 – Intro to Policy Analysis
- PPOL 4500 – Cost Benefit Analysis
- Politics of Policy (choose one):
 - INTS 4349 – Comparative Public Policy and Finance
 - INTS 4750 – The Policy-Making Process

3. Skills (12 credits):

Upon consultation with the Degree Director, you may be able to take other courses to fulfil the skills requirements. Please consult the skills page in Portfolio for a full schedule of skills classes: <https://portfolio.du.edu/korbelgradskills>.

- Research Methods (choose two):
 - INTS 4050 – Statistical Methods I
 - INTS 4051 – Statistical Methods II*
 - INTS 4057 – Statistics for International Affairs**
 - INTS 4058 – Applied Time Series Analysis
 - INTS 4059 – R and Python
 - INTS 4632 – Qualitative Research Methods
 - INTS 4964 – Political Risk Analysis

** Prerequisite: INTS 4050 – Statistical Methods I*

*** Students may take INTS 4057 – Statistics for International Affairs (which combines Stats I and Stats II), instead of INTS 4051 – Statistical Methods II, if they have a strong quantitative background. This is a fast-paced course and combines what is taught in Statistics I and Statistics II, so only take INTS 4057 if you are confident in your ability to keep up in such an environment.*

- Mini Skills Modules (choose two):
 - PPOL 4702 – Special Topics in Public Policy Skills (2 credits each)

While not an exhaustive list of options, the following 2-credit skills topics are recommended:

- One-Page Briefs and Memos
- Professional Negotiation
- Supporting Social Movements
- International Project Monitoring and Evaluation
- Small Team Leadership
- Design for Project Evaluation
- Data Visualization with Tableau

4. **Specialization – three courses** (12 credits):

Each student creates a specialization area by completing at least three courses that are linked thematically. Specializations may center on an issue, region, or skill set. Students have considerable latitude in the design of their selected specialization area, including taking courses at other DU schools where appropriate, but must have the specialization courses approved by the Public Policy degree director. Students choosing to complete a graduate Certificate may use three of those Certificate classes to form a specialization.

Popular options include: Sustainability, Energy & the Environment; Social Policy; Education Policy; Business & Government; International Security; Democracy, Human Rights & Social Justice; Economic Development; Global Health; and International Trade and Finance.

5. **Experiential Learning** (12–16 credits):

- PPOL 4250 – Hacking for Good (*this course is offered in the Interterm period between Fall and Winter; students should plan to take it in their second year in the program*)
- PPOL 4350 – The Policy Lab (*this course is offered each Spring quarter; students should plan to take it in their first year in the program*)
- PPOL 4981 – Internship (0 or 4 credits)
- PPOL 4950 – Policy Memorandum (*students will work on this capstone analytical product over the course of their second year in the program*)

6. **Electives:** quantity will depend on remaining number of credits needed to reach the minimum requirement of **60 credits**.

Degree Director:

Prof. Naazneen Barma

Naazneen.Barma@du.edu

Joint Degree Programs & Formal Dual Degree Programs

Master of Arts in International and Intercultural Communication

The [Master of Arts in International and Intercultural Communication \(IIC\)](#) is a joint degree program that is administratively based in the Department of Media, Film and Journalism Studies. Students learn about a wide variety of communications issues with international and intercultural ramifications. The curriculum consists of four courses (16 credits) in International Studies, four courses (16 credits) in Communications, plus a required Research Methods course and electives from either school or other departments.

Effective global communication requires that people understand both international and intercultural differences. Success is based on communicating goals and bridging differences. Students pursuing the MA-IIC establish a strong theoretical and applied foundation, while learning the nuances of the global environment. They then have an opportunity to extend this interdisciplinary base through courses in anthropology, foreign languages and literatures, business and other areas.

Students are able to choose from the breadth of coursework available in these two schools, while developing their own specific areas of specialization, such as global health communications, strategic international and intercultural communications, public policy and diplomacy, communications in humanitarian assistance and development communications. Additionally, students are able to take advantage of electives and internships to develop expertise in their field of interest.

For further details concerning the [Master of Arts in International and Intercultural Communication](#) degree, please consult the faculty directors outlined below.

IIC Core Curriculum:

- IIC Foundational Courses: two courses (8 credits)
 - MFJS 4650 and MFJS 4654
- Media, Film & Journalism Studies: four courses (16 credits)
- Josef Korbel School of International Studies - four courses (16 credits)
- Research Methods - one course (4 credits, serves as one of the four courses required for MFJS or JKISIS, unless taken in an outside department)
- Foreign Language Proficiency in a language other than the candidate's native language
- Thesis or Internship - 4 credits
- Electives – to earn remaining required credits

Total: 56 credits

IIC/Peace Corps' Paul D. Coverdell Fellows Program:

In cooperation with the Peace Corps, the Paul D. Coverdell fellows Program permits students who have completed their service in the Peace Corps to pursue the MA in International & Intercultural Communication degree following their service. Candidates pursuing the [IIC Coverdell Fellows Program](#) receive an **8 credit hour reduction for their Peace Corps service** toward the 56 credits required for the degree, leaving 48 remaining credits required for program completion.

- IIC Foundational Courses: two courses (8 credits)
 - MFJS 4650 and MFJS 4654
- Media, Film & Journalism Studies: four courses (16 credits)
- Josef Korbel School of International Studies - four courses (16 credits)
- Research Methods - one course (4 credits serves as one of the four courses required for MFJS or JKISIS, unless taken in an outside department)
- Foreign Language Proficiency in a language other than the candidate's native language
 - *The language training received in Peace Corps satisfies the requirement.*
- Internship - 4 credits
 - Must be completed in an organization serving a high-needs community in the United States
- Electives – to earn remaining required credits

Total: 48 credits

For complete details regarding requirements, please see the IIC Handbook available at <http://portfolio.du.edu/iic.student.services>.

Advisors:

Prof. Renee Botta
Media, Film and Journalism Studies
Renee.Botta@du.edu

Prof. Tamra Pearson d'Estree
Josef Korbel School of International Studies
Tamra.dEstree@du.edu

Please note that all administrative processes for the Master of Arts in International and Intercultural Communication (IIC), including graduation processes and Peace Corps graduation regalia, are handled by the Department of Media, Film and Journalism Studies.

Korbel5 Dual Degree Program

The Dual Degree Korbel5 Program allows exceptional undergraduate INTS and PPOL majors at the University of Denver (DU) the opportunity to earn a Master of Arts or a Master of Public Policy degree in only one year beyond the traditional four-year BA. Prospective students must be in touch with BA Program advisors well in advance of applying in order to plan accordingly and must meet normal standards of graduate admission at the time of application.

Please see the BA Handbooks for specific academic and logistic details of the programs outlined below.

An Overview of the Korbel5 Program

The Korbel5 program allows qualified INTS and PPOL majors that have been accepted into the program to begin taking graduate-level courses during their senior year as an undergraduate at the University of Denver. Remaining graduate-level requirements are completed in the fifth (and final) year of the program.

INTS majors completing a BA/MA dual degree will complete all graduate degree requirements, but will have a reduction of 24 credits in the BA requirements (from 183 to 159 credits), to be taken directly from the INTS major requirements. INTS majors completing a BA/MPP will complete all graduate degree requirements (except for PPOL 4400 – Intro to Policy Analysis), but will have a 14-credit BA reduction, to be taken from the BA general elective requirements, rather than from the major requirements.

INTS majors completing a BA/MPP will need to take three PPOL undergraduate courses prior to matriculating into the graduate program: PPOL 3230 (Analytical and Critical Skills) and two additional PPOL courses of their choice.

PPOL majors completing a BA/MPP dual degree will complete all graduate degree requirements (except for PPOL 4400 – Intro to Policy Analysis), but will see a reduction of 14 credits in the BA requirements (from 183 to 169 credits), to be taken directly from the PPOL major requirements. PPOL majors completing a BA/MA will complete all graduate degree requirements, but will have a 24-credit BA reduction, to be taken directly from the BA general elective requirements, rather than from the major requirements.

PPOL majors completing a BA/MA will need to take three INTS undergraduate courses prior to matriculating into the graduate program: INTS 1500, INTS 1700 and INTS 2975.

Master of Arts - Master of Social Work (MA/MSW)

This formal dual degree program combines one of the following MA degrees from the Josef Korbel School of International Studies (JKSIS), with an MSW degree from the Graduate School of Social Work (GSSW):

- MA in International Development
- MA in International Human Rights
- MA in International Studies

Applicants must be accepted to both JKSIS and GSSW to be eligible for this program. Students typically spend their first year at GSSW, their second year of study at JKSIS, and a third in both programs.

Please note that students are required to complete a total of 110 credit hours (66 in the MSW program and 44 in the MA program) in order to receive this dual degree.

JKSIS MA DEGREE REQUIREMENTS (44 credit hours):

MA in INTERNATIONAL DEVELOPMENT (please see the “Master of Arts in International Development” section of this handbook for more details):

- Korbel Core (8 credits)
- Degree Core (12 credits)
- Specialization (12 credits)
- Skills Requirement (12 credits)
- Non-coursework requirements:
 - Foreign Language: Optional, but strongly recommended

Note: No internship is required, nor can a student apply internship credit toward the MA portion of the dual degree.

MA in INTERNATIONAL HUMAN RIGHTS (please see the “Master of Arts in International Human Rights” section of this handbook for more details):

- Korbel Core (8 credits)
- Degree Core (12 credits)
- Specialization (12 credits)
- Skills (12 credits)
- Non-coursework requirements:
 - Foreign Language: Optional, but strongly recommended

Note: No internship is required, nor can a student apply internship credit toward the MA portion of the dual degree.

MA in INTERNATIONAL STUDIES (please see the “Master of Arts in International Studies” section of this handbook for more details):

- Korbel Core (8 credits)
- Degree Core (12 credits)
- Specialization (12 credits)

- Skills (12 credits)

Note: No internship is required, nor can a student apply internship credit toward the MA portion of the dual degree.

MSW DEGREE REQUIREMENTS (66 credits):

Required Foundation Curriculum courses (36 credits):

- SOWK 4000 – Professional Development Seminar (1 credit)
- SOWK 4001 – Clinical SW Skills (3 credits)
- SOWK 4003 – Clinical SW Theory and Practice (3 credits)
- SOWK 4006 – Human Behavior & the Social Environment (3 credits)
- SOWK 4007 – Community/Macro SW Theory and Practice (4 credits)
- SOWK 4020 – Integrated SW Practice for Social Justice (4 credits)
- SOWK 4120 – Social Policy Analysis, Advocacy & Practice (3 credits)
- SOWK 4132 – Power, Privilege, and Oppression (3 credits)
- SOWK 4201 – Evidence for Practice (3 credits)
- SOWK 4950 – Foundation Field (9 credits)

Concentration Curriculum credits (36 credits):

- Theory for Practice (3 credits)
 - *Course selection depends on concentration choice*
- Methods/Skills (9 credits)
 - *Course selection depends on concentration choice*
- Values for Practice (3 credits)
 - *Course selection depends on concentration choice*
- SOWK 4900 – Methods for Evaluating Practice/Programs (3 credits)
- SOWK 4970 – Concentration Field (12 credits)

ADMISSION

Applicants to the MA/MSW dual degree program must submit applications to both JKSSIS and GSSW respectively. Applicants must be accepted to both schools to pursue the dual degree.

- For more information on the JKSSIS application process and deadlines, please visit: <http://www.du.edu/korbel/admission/apply.html>.
- For more information on the GSSW application process and deadlines, please visit: <http://www.du.edu/socialwork/admission/msw/index.html>.

ADDITIONAL INFORMATION

For additional information, timelines, and governing policies, please review the “[Formal Dual Degree Programs](#)” section of the Graduate Policies and Procedures Bulletin.

ADVISORS

MA Advisors:

- International Development: Lewis Griffith, Lewis.Griffith@du.edu
- International Human Rights: Jack Donnelly, Jack.Donnelly@du.edu
- International Studies: Lynn Holland, Lynn.Holland@du.edu

MSW Advisor: Karen Bensen, Karen.Bensen@du.edu

Master of Public Policy - Juris Doctor (MPP/JD)

This dual degree program combines the Master of Public Policy (MPP) at JKSSIS, with a Juris Doctor degree (JD) from Sturm College of Law (SCL). Dual Degree MPP/JD students complete 48 quarter credits of coursework at JKSSIS and 80 semester credits at the SCL. Students must apply and be accepted to both schools.

Sturm College of Law students are able to apply to the MPP program within two years of their graduation and still be eligible for the dual degree benefits.

MASTER OF PUBLIC POLICY DEGREE REQUIREMENTS (48 quarter credits):

1. Korbelt Core – one course (4 credits):

- INTS 4090: Values-Based Leadership in International and Public Affairs (*offered each Winter quarter; take as late in the program as possible*)

2. Degree Core - four courses (16 credits):

- PPOL 4200 – Microeconomics for Public Policy
- PPOL 4400 – Intro to Policy Analysis
- PPOL 4500 – Cost Benefit Analysis
- Politics of Policy (choose one):
 - INTS 4349 – Comparative Public Policy and Finance
 - INTS 4750 – The Policy-Making Process

3. Skills (12 credits):

- Research Methods (choose two):
 - INTS 4050 – Statistical Methods I
 - INTS 4051 – Statistical Methods II*
 - INTS 4057 – Statistics I & II**
 - INTS 4058 – Applied Time Series Analysis
 - INTS 4632 – Qualitative Research Methods
 - INTS 4059 – R and Python
- Mini Skills Modules (choose two):
 - PPOL 4702 – Special Topics in Public Policy Skills (two credits)

** Prerequisite: INTS 4050 – Statistical Methods I*

*** Students may take INTS 4057 - Statistics I & II instead of INTS 4051 - Statistical Methods II, if they have a strong quantitative background. This is a fast-paced course and combines what is taught in Statistics I and Statistics II, so only take INTS 4057 if you are confident in your ability to keep up in such an environment.*

4. Experiential Learning (12 credits):

- PPOL 4250 – Hacking for Good [interterm]
- PPOL 4350 – The Policy Lab
- PPOL 4995 - Policy Memorandum

5. **Electives:** 4 credits, or enough to reach the minimum requirement of **48 credits**.

JURIS DOCTOR DEGREE REQUIREMENTS (80 semester credits):

1. **Required 1L Curriculum (30 credits)**
 - a. For details, see the [Law School Handbook](#).
2. **Administrative Law, Evidence, Legal Profession (10 credits)**
3. **Electives totaling 40 credits**
4. **Complete all additional requirements for the JD, including: public service requirement; upper level writing requirement; and the professional skills/experiential coursework requirement**

ADMISSION

Applicants to the Master of Public Policy/Juris Doctor (MPP/JD) dual degree program must submit applications to both JK SIS and the Sturm College of Law. Applicants must be accepted to both schools to pursue the dual degree.

- For more information on the JK SIS application process and deadlines, please visit: <http://www.du.edu/korbel/admission/apply.html>
- For more information on the Sturm College of Law application process and deadlines, please visit: <http://www.law.du.edu/index.php/admissions>

ADDITIONAL INFORMATION

For additional information, timelines, and governing policies, please review the “[Formal Dual Degree Programs](#)” section of the Graduate Policies and Procedures Bulletin.

ADVISORS

- JD Advisor: Randy Wagner, rwagner@law.du.edu
- MPP Advisor: Prof. Naazneen Barma, Naazneen.barma@du.edu

Master of Public Policy – Master of Social Work (MPP-MSW)

This dual degree program combines the Master of Public Policy (MPP) at JK SIS, with a Master of Social Work degree (MSW) from the Graduate School of Social Work. Dual Degree MPP/MSW students complete 50 credits of coursework at JK SIS and 75 credits at the Graduate School of Social Work. Students must apply and be accepted to both schools.

MASTER OF PUBLIC POLICY DEGREE REQUIREMENTS (48 quarter credits):

1. Korb el Core – one course (4 credits):

- INTS 4090: Values-Based Leadership in International and Public Affairs (*offered in the Winter quarter; take as late in the program as possible*)

2. Degree Core - four courses (16 credits):

- PPOL 4200 – Microeconomics for Public Policy
- PPOL 4400 – Intro to Policy Analysis
- PPOL 4500 – Cost Benefit Analysis
- Politics of Policy (choose one):
 - INTS 4349 – Comparative Public Policy and Finance
 - INTS 4750 – The Policy-Making Process

3. Skills (12 credits):

- Research Methods (choose two):
 - INTS 4050 – Statistical Methods I
 - INTS 4051 – Statistical Methods II*
 - INTS 4057 – Statistics I & II**
 - INTS 4058 – Applied Time Series Analysis
 - INTS 4632 – Qualitative Research Methods
 - INTS 4059 – R and Python
- Mini Skills Modules (choose two):
 - PPOL 4702 – Special Topics in Public Policy Skills (two credits)

** Prerequisite: INTS 4050 – Statistical Methods I*

*** Students may take INTS 4057 – Statistics I & II instead of INTS 4051 - Statistical Methods II, if they have a strong quantitative background. This is a fast-paced course and combines what is taught in Statistics I and Statistics II, so only take INTS 4057 if you are confident in your ability to keep up in such an environment.*

4. Experiential Learning (12 credits):

- PPOL 4250 – Hacking for Good [interterm]
- PPOL 4350 – The Policy Lab

- PPOL 4995 - Policy Memorandum

5. Electives: 4 credits, or enough to reach the minimum requirement of **48 credits**.

MASTER OF SOCIAL WORK REQUIREMENTS (66 credits):

The MSW degree requires 38 credits for the foundation curriculum and 52 credits for the concentration curriculum. For the MPP/MSW dual degree, electives will be reduced by 12 credits and the policy course (3 credits) would be met within the MPP curriculum, for a total reduction of 15 credits.

Required Foundation Curriculum courses (39 credits):

- SOWK 4000 – Professional Development Seminar (1 credit)
- SOWK 4001 – Clinical SW Skills (3 credits)
- SOWK 4003 – Clinical SW Theory and Practice (3 credits)
- SOWK 4006 – Human Behavior & the Social Environment (3 credits)
- SOWK 4007 – Community/Macro SW Theory and Practice (4 credits)
- SOWK 4020 – Integrated SW Practice for Social Justice (4 credits)
- SOWK 4120 – Social Policy Analysis, Advocacy & Practice (3 credits)
- SOWK 4132 – Power, Privilege, and Oppression (3 credits)
- SOWK 4201 – Evidence for Practice (3 credits)
- SOWK 4950 – Foundation Field (12 credits)

Concentration Curriculum credits (36 credits):

- Theory for Practice (3 credits)
 - *Course selection depends on concentration choice*
- Methods/Skills (9 credits)
 - *Course selection depends on concentration choice*
- Values for Practice (3 credits)
 - *Course selection depends on concentration choice*
- SOWK 4900 – Methods for Evaluating Practice/Programs (3 credits)
- SOWK 4901 – Applied Practice Evaluation Research (3 credits)
- SOWK 4960 – Concentration Field (15 credits)
- SOWK 4999 – Capstone (0 credit)

ADMISSION

Applicants to the Master of Public Policy/Master of Social Work (MPP/MSW) dual degree program must submit applications to both JKSSIS and the Graduate School of Social Work. Applicants must be accepted to both schools to pursue the dual degree.

- For more information on the JKSSIS application process and deadlines, please visit: <https://du.edu/korbel/admission/apply.html>.
- For more information on the Graduate School of Social Work application process and deadlines, please visit: <https://www.du.edu/socialwork/admission/msw/index.html>.

ADDITIONAL INFORMATION

For additional information, timelines, and governing policies, please review the [“Dual and Joint Graduate Degrees”](#) section of the Graduate Policies and Procedures Bulletin.

ADVISORS

- MPP Advisor: Prof. Naazneen Barma, Naazneen.Barma@du.edu
- MSW Advisor: Karen Bensen, Karen.Bensen@du.edu

Flexible Dual Degree Programs

Flexible Dual Degree Programs

DU supports and encourages students who wish to pursue customized dual degree programs. For example, a JK SIS student may wish to combine an MA in Global Economic Affairs with an MA in Economics from the College of Arts, Humanities and Social Sciences. A program proposal will preserve the core courses in each program and allows for a reduction in elective credits.

The curriculum proposal for a flexible dual degree must be approved by the [Associate Dean of Academic Affairs](#) at JK SIS, the chair of the other department/School, and the [DU Office of Graduate Education](#).

For degrees that require 60 credit hours or less, the maximum reduction in overall credits required for graduation is 10 hours.

EXAMPLE:

Degree	Single	Dual
MA in GEA 60 Credits	50 Credits (reduction of 10)	
MA in Economics	45 Credits	35 Credits (reduction of 10)
	105 Credits vs.	85 Credits

For more information regarding flexible dual degree programs, please utilize the following resources:

- [Flexible Dual Degree Program Policy](#);
- [Proposal for a Flexible Dual Degree Program](#) form and procedures;

Questions or concerns may be directed to the [DU Office of Graduate Education](#).

JKSIS Certificates

JKSIS Certificates (officially called “Certificates of Specialization”) provide substantial education in an academic discipline, represent the achievement of competence in a well-defined area of study, and they are embedded within degree programs. Certificates appear on transcripts associated with an awarded degree.

JKSIS Certificates are open *exclusively* to matriculated students pursuing a graduate degree at the Josef Korbel School of International Studies. Eligible candidates adding a certificate may add a certificate using the online Certificate Declaration form. While seeking advising from Certificate Directors is highly encouraged for everyone, students adding a certificate after their second quarter of study must speak with the relevant Certificate Director prior to adding.

JKSIS currently offers four Certificates of Specialization:

- Certificate of Specialization in International Studies with a concentration in Global Environmental Change and Adaptation
- Certificate of Specialization in International Studies with a concentration in Global Health Affairs
- Certificate of Specialization in International Studies with a concentration in Homeland Security
- Certificate of Specialization in International Studies with a concentration in Humanitarian Assistance

Certificates are awarded at the time a student graduates officially, along with their degree, pending successful completion of all requirements in adherence with DU policy. Students will need to complete a separate Application to Graduate form for Certificates.

Certificate in Global Environmental Change and Adaptation

Environmental change, driven in large part by human activity, is increasingly identified as posing significant challenges to development and security. While climate change has received the most attention (see, e.g., US DOD, *2014 Quadrennial Defense Review*), other changes, e.g. biodiversity loss, ozone depletion, and freshwater use have also been raised as significant issues affecting development and security. These issues have also been tied to questions related to social justice. The Josef Korbel School of International Studies (Korbel) is building a critical mass of scholars, student interest, and activities related to environmental change, development, security, and justice. This certificate seeks to bring cohesion and increased quality to research and teaching in this area, and provide opportunities for students to develop substantive expertise around one of the defining challenges of the 21st century: global environmental change and attempts to adapt thereto in sustainable ways that minimize harm to affected communities.

REQUIREMENTS:

Complete six courses (24 credit hours), as outlined below:

1. Required courses (three courses/12 credits):
 - INTS 4397 – The Environment, the Economy, and Human Wellbeing
 - INTS 4642 – Environmental Security
 - INTS 4972 – Global Environmental Governance

2. Additional courses (three courses/12 credits), approved by degree director. Some examples of such courses are:
 - INTS 4110 – Food and Nutrition Security for Sustainable Development
 - INTS 4201: Quantitative Analysis of Global Environmental Change
 - INTS 4220 – Political Economy of Energy & Sustainable Development
 - INTS 4223 – Global Dynamics & Local Threats in Agricultural Development
 - INTS 4290 – Gender, Environment, and Sustainable Development
 - INTS 4339 – Microfinance & Sustainable Development
 - INTS 4367 – Global Health Affairs
 - INTS 4484 – Agriculture & Sustainable Development
 - INTS 4539 – Food Security in the United States and the World
 - INTS 4579 – International Futures
 - INTS 4671 – Climate, Science and Society
 - INTS 4706 – Negotiating Environmental Conflict and Policy
 - INTS 4909 – Climate Justice

Certificate Director:

Prof. Frank Laird
Frank.Laird@du.edu
(303) 871-4462

Certificate in Global Health Affairs

The Certificate in Global Health Affairs (CGHA) is the first global health program to be based in a school of International Studies. Unlike certificates offered by schools of medicine or public health, which emphasize biomedical approaches to health, CGHA places social and political solutions at the forefront of global health action. Combined with a degree, the six-course CGHA sequence prepares students for systematic, evidence-based approaches to a broad range of global health problems relating to development, diplomacy, security, trade, and human rights.

CGHA's core emphasis lies in building sound decision-making skills in an arena often suffused with inefficiency and blindness to political, social, and cultural context. Our courses address the social determinants of individual and population health, emphasizing short- and long-term effects; the increasing globalization of health; and interactions between health and other key factors such as politics, development, trade, and conflict. Practical courses build skills in epidemiology, research methodology, and program design and evaluation.

REQUIREMENTS:

Complete six courses (**24 total credits**), plus an internship/field requirement, as outlined below.

1. **Global Health Affairs Core** -three courses (12 credits):

- INTS 4367 - Global Health Affairs
- INTS 4516 - Major Diseases in Global Health
- INTS 4423 - Introduction to Epidemiology

2. **Additional Courses: choose** three of the following courses (12 credits):

3. Some courses may be offered for fewer than 4 credits. In this case, you will need to take additional courses in order to meet the 12-credit threshold. Note that this is not a comprehensive list and not all courses are offered annually. You may be able to apply other courses as electives- please speak to the Certificate Director.

- INTS 4011 – Comparative Genocide
- INTS 4051 – Statistical Methods II
- INTS 4052 – Statistical Methods III
- INTS 4058 – Applied Time Series Analysis
- INTS 4110 - Food and Nutritional Security for Sustainable Development
- INTS 4215 – Gender and Humanitarian Aid
- INTS 4362 - Gender and Health
- INTS 4391 – Financial Management and Fundraising of Nonprofits
- INTS 4397 – The Environment, the Economy and Human Well-being
- INTS 4404 - Cities, Health, and Security
- INTS 4435 – Health and Development
- INTS 4492 - Health and Humanitarian Aid
- INTS 4056 - Information Management in Human Crises
- INTS 4333 - International Project Evaluation

- INTS 4632 - Qualitative Research Methods
- INTS 4633 - International Project Evaluation
- INTS 4652 – Contemporary Issues in Refugee Studies
- INTS 4671 – Climate Science and Society
- INTS 4731 – Prevention and Mitigation
- INTS 4786 – Planning and Assessment in Complex Environments
- INTS 4989 – North American Defense and Security
- MFJS 4165 - Health Communication and Development

4. Internship/Field Requirement:

All GHA candidates must conduct a single, 150-hour health-related practical experience or a suitable alternative. This experience must take place during the student’s course of study and the work must be carried out off-campus. As an alternative to a traditional internship, this requirement could be fulfilled through current employment, an RPCV local internship, independent research (as long as it has an off-campus field component and is approved by Certificate Director), or work on a GHA service-based research project.

To qualify as health-related, a substantive component of the internship/practicum should focus on health issues. If this condition is not met within the context of the internship/practicum, the student may instead submit an additional, separate report on the health implications of their internship/practicum to the certificate director in order to fulfill the requirement. See the GHA Director for guidelines. It is possible for students to fulfill both a degree and certificate requirement with one internship/practicum.

Students are encouraged but not required to base their internship on their required proposal for INTS 4367 (Global Health Affairs).

Certificate Director:

Prof. Sandy Johnson
Sandy.Johnson@du.edu
(303) 871-6031

For more information concerning the certificate, please email gha@du.edu.

Certificate in Homeland Security

This certificate program is offered to currently enrolled Josef Korbel School of International Studies' Master's or PhD students. The Homeland Security Certificate Program is a professional certification program focused on preparing participants to step directly into career opportunities in the local, state, and national homeland security profession.

REQUIREMENTS:

Complete six courses (**24 total credits**).

Required Core - four courses (16 credits)

- INTS 4147 - American Government and Policy-Making
- INTS 4730 - Introduction to Homeland Security
- INTS 4731 - Homeland Defense: Prevention and Mitigation
- INTS 4736 - Strategic Intelligence Data Collection & Analysis

Additional Courses - two courses (8 credits)

- INTS 4753 - Intelligence and National Security
- INTS 4907 - International Terrorism
- INTS 4786 - Planning and Assessment in Complex Environments
- INTS 4989 - North American Defense and Security

Certificate Director:

Prof. Lewis Griffith

Lewis.Griffith@du.edu

(303) 871-2550

Certificate in Humanitarian Assistance

REQUIREMENTS:

Complete six courses (**24 total credits**), plus an internship, as outlined below:

1. **Required Core** – two courses (**8 credits**):

- INTS 4496 - Field Operations for Humanitarian Assistance
- INTS 4581 - Introduction to Humanitarian Systems

It is highly recommended that students take these required core courses in their first year at Korbelt to help prepare them for other courses and the internship, to keep them on track for completion, and to integrate them in their cohort. INTS 4581 is generally offered in Fall and INTS 4496 in Winter.

2. **Humanitarian Assistance Core** – choose 2 courses (**8 credits**):

Please note that not all courses listed are offered annually

- INTS 4056 - Information Management in Humanitarian Crises
- INTS 4xxx – Environment and Humanitarian Crises
- INTS 4215 - Gender and Humanitarian Aid
- INTS 4492 - Health and Humanitarian Aid
- INTS 4583 - International Protection in the Humanitarian Context
- INTS 4647 - Critical Issues in International Humanitarian Assistance
- INTS 4652 - Contemporary Issues in Refugee Studies
- INTS 4787 - Civil-Military Practices in Humanitarian Responses
- INTS 4935 - International Humanitarian Law of Armed Conflict

2. **Elective Requirements** – choose 2 courses (**8 credits**):

Note that the following list of courses is not comprehensive and not all courses listed are offered annually. You may be able to apply other courses as electives- please speak to the Certificate Director. Students have some latitude in the design of their elective track and should consult with the Certificate Director on the selection of courses to complete the elective track requirement.

Note: Only one elective course that is not INTS or PPOL will count towards the Certificate.

Management/Operations

- INTS 4333 - International Project Design and Monitoring
- INTS 4342 - Project Management
- INTS 4391 - Financial Management and Fundraising of Non-Profits
- INTS 4394 - Non-Profit Management: Issues and Techniques
- INTS 4497 - International Campaign Management
- INTS 4555 - Professional Communications
- INTS 4557 - Cross-Cultural Communications

- INTS 4920 - Conflict Resolution

Monitoring, Evaluation and Data Analysis

- INTS 4050 - Statistical Methods I*
- INTS 4051 - Statistical Methods II*
- INTS 4057 - Statistics I & II*
- INTS 4058 - Applied Time-Series Analysis
- INTS 4423 - Introduction to Epidemiology
- INTS 4500 - Social Science Methods
- INTS 4575 - Systems Thinking for Social Scientists
- INTS 4576 - Seminar: Community-Based Research Methods
- INTS 4632 - Qualitative Research Methods
- INTS 4633 - International Project Evaluation
- INTS 4644 - Human Rights Research Methods
- INTS 4966 - Applied Field Methods
- PPOL 4400 – Intro to Policy Analysis
- PPOL 4500 - Cost-Benefit Analysis/Public Policy
- GEOG 3100 - Geospatial Data**
- GEOG 3130 - Advanced Geographic Information Systems**

** Students must complete INTS 4050 - Statistical Methods I (with a grade of C- or better) before they are eligible to register for INTS 4051 - Statistical Methods II.*

*** Students may take INTS 4057 - Statistics for I & II, instead of INTS 4051 - Statistical Methods II, if they have a strong quantitative background. This is a fast-paced course and combines what is taught in Statistics I and Statistics II, so only take INTS 4057 if you are confident in your ability to keep up in such an environment.*

***Only one elective course that is not INTS or PPOL will count towards the Certificate.*

Policy/Advocacy

- INTS 4033 - Natural Resources and Armed Conflicts Under International Law
- INTS 4036 - Mobilities: Critical Perspectives on Forced and Voluntary Migration
- INTS 4110 - Food and Nutrition Security For Sustainable Development
- INTS 4200 - Water and Sanitation in the Global South
- INTS 4270 - Gender, Security, and Human Rights
- INTS 4290 - Gender, Environment, and Development
- INTS 4362 - Gender and Health
- INTS 4369 - Political Economy of Global Poverty and Inequality
- INTS 4379 - Gender and Development
- INTS 4396 - Education and Development
- INTS 4404 - Cities, Security, and Health
- INTS 4435 - Health and Development
- INTS 4497 - International Campaign Management
- INTS 4509 - Food Security, Nutrition, and Sustainable Development
- INTS 4539 - Food Security in the United States and the World
- INTS 4569 - Migration
- INTS 4622 - Global Governance

- INTS 4624 - Private Actors and Conflict
- INTS 4631 - The Politics of Civil Society
- INTS 4746 - Gender and Human Rights
- INTS 4750 - The Policy Making Process
- INTS 4875 - Human Rights and Foreign Policy
- INTS 4909 - Climate Justice
- INTS 4931 - International Organizations
- INTS 4936 - International Law & Human Rights
- INTS 4941 - Human Rights & International Organizations
- CSPY 4500 - International Disaster Psychology: Foundations (Graduate School of Professional Psychology, instructor approval required)*
- CSPY 4606 - Gender-Based Violence (GSPP, instructor approval required)*

***Only one course that is not INTS or PPOL will count towards the Certificate.*

3. Internship:

An internship focused on international humanitarian aid (150 hours) with an organization whose core work includes international humanitarian assistance or humanitarian policy/advocacy is required for the Humanitarian Assistance Certificate. Internships may be based in the US or abroad. Students usually complete internships in the summer between the first and second years of the MA program. Students arrange their own internship placements but should consult with the HA Certificate Director for ideas, and contacts, and to ensure that internships they are interested in meet the organizational and focus requirements. They must obtain approval from the HA Certificate Director prior to starting the internship. The JKSSIS Office of Career and Professional Development Internships must also approve internships before they begin.

Suggested pathway: (1 course/quarter over 6 quarters)

Year 1: Fall: INTS 4581, Winter: INTS 4496 , Spring: core or elective

Summer: internship

Year 2: Fall: core or elective Winter: core or elective Spring: core or elective

Chester Lee Brinser III Scholarship for Humanitarian Assistance

The Chester Lee Brinser III Scholarship for Humanitarian Assistance is awarded annually (funds permitting) to a JKSSIS student enrolled in the Certificate in International Studies with a Concentration in Humanitarian Assistance.

Certificate Director:

Prof. Chen Reis

Chen.Reis@du.edu

(303) 871-7901

Interdisciplinary Certificates

Certificates (officially “Certificates of Specialization”) provide substantial education in an academic discipline, represent the achievement of competence in a well-defined area of study, and they are embedded within degree programs. Certificates appear on transcripts associated with an awarded degree.

Interdisciplinary Certificates allow students to gain competence in relevant issue areas by taking approved coursework in another academic unit, as well as course at JK SIS. While these certificates are open to matriculated students pursuing a graduate degree at the Josef Korbel School of International Studies and are offered jointly, they are administratively based in other units.

JK SIS currently participates in three Interdisciplinary Certificate Programs:

- Certificate of Specialization in International Studies with a concentration in Global Business & Corporate Social Responsibility (administered by the Daniels College of Business)
- Certificate of Specialization in International Studies with a concentration in Public Diplomacy (administered by the Department of Media, Film & Journalism Studies (MFJS) – Division of Arts, Humanities, and Social Sciences)
- Certificate of Specialization in International Studies with a concentration in Religion & International Affairs (administered by the Department of Religious Studies (RLGS) – Division of Arts, Humanities, and Social Sciences)

Certificates are awarded at graduation, along with the student’s relevant degree, pending successful completion of all requirements in adherence with DU policy. Students are required to submit a separate graduation application for certificate programs and must work with the administering unit to ensure that all requirements have been satisfied as required. **JK SIS does NOT oversee the graduation check or certification process for any of the aforementioned joint certificate programs.**

Certificate in Global Business & Corporate Social Responsibility

As a joint offering between the Daniels College of Business and the Josef Korbel School of International Studies, the graduate Certificate of Specialization in Global Business and Corporate Social Responsibility (CSR) at the University of Denver focuses specifically on the challenges and opportunities businesses confront in a globalized and developing world.

Businesses today are aware of increased pressure to behave ethically. Many are unsure how to integrate these goals into their business strategy and engage meaningfully with stakeholders. Likewise, governments, civil society organizations, and other stakeholders recognize the importance of having businesses at the table, but do not always have a clear understanding of how to best engage with the private sector. Both private enterprises and those wishing to affect their behavior are looking for young talent with the capability to navigate this new space.

The certificate curriculum draws from unique course offerings at the Daniels College of Business and the Josef Korbel School of International Studies to provide students with the skills to embrace and navigate the complexity of business and governance issues. The required and elective courses explore the theory and practice related to: economic development, business ethics, CSR strategy, social entrepreneurship, business and human rights, sustainability, impact investing, international business law, financial accounting, managerial accounting, as well as considerations with regards to hard and soft law mechanisms that govern transnational space. Students complete the program with a clear understanding of the complexity of the global business environment, a variety of corporate strategies, best practices and the impact of CSR efforts in particular cases.

Requirements:

Students must complete **a total of six courses (24 credits)** to fulfill the requirements of this certificate.

1. Required Core Courses (three courses - 12 credits):

- BUS 4444/INTS 4459 - Global Business, Governance & CSR
- BUS 4445/INTS 4029 - International Business: Strategy and Practice
- INTS 4324 - International Political Economy

2. Elective Courses (12 credits from the following):

Students are required to take three elective courses, including at least one course outside of the students' home unit:

Daniels College of Business (credits per course may vary):

- ACTG 4610 - Financial Accounting and Reporting (4 credits)*
- BUS 4xxx - Global Corruption (4 credits)
- FIN 4180 - Global Finance (2 credits)
- FIN 4630 - Managerial Finance (4 credits)*
- FIN 4700 - Finance Topics Courses (4 credits)
- LGST 3600 - Business and Global Values (4 credits)
- LGST 4700 - International Law (4 credits)

- MBA 4130 - Corporate Financial Reporting (2 credits)**
- MBA 4170 - Navigating the Global Economy (2 credits)
- MBA 4230 - Managing Cost Information (2 credits)**
- MBA 4280 - Mastering Managerial Financial Competencies I (2 credits)**
- MBA 4285 Mastering Managerial Financial Competencies II (2 credits)**
- MKTG 4705 - Marketing Topics Courses (4 credits)
- MGMT 4700 - Management Topics Courses (4 credits)

*These courses are open to JK SIS students. DCB MBA students do not take these courses.

**These courses are open to DCB MBA students only. JK SIS students may not take these courses.

Josef Korbel School of International Studies (4 credits per course):

- INTS 4210 - Multinational Corporations
- INTS 4330 - International Business Transactions
- INTS 4339 - Microfinance and Sustainable Development
- INTS 4549 - Managing Microfinance: Business and Development
- INTS 4566 - Globalization & Sustainable Development
- INTS 4622 - Global Governance
- INTS 4653 - Political Economy of the Resource Curse
- INTS 4710 - Social Entrepreneurship & Global Poverty
- INTS 4972 - Global Environmental Governance

Certificate Directors:

Prof. Deborah Avant
 Josef Korbel School of International Studies
Deborah.Avant@du.edu
 (303) 871-2332

Prof. Tricia D. Olsen
 Daniels College of Business
Tricia.Olsen@du.edu
 (303) 871-2764

Please note that all administrative processes for the Certificate of Specialization in Global Business & Corporate Social Responsibility, including graduation processes, are handled by the Daniel College of Business.

Certificate in Public Diplomacy

The Graduate Certificate of Specialization in Public Diplomacy is an interdisciplinary, 24-credit certificate, which examines the history, theory, methods and uses of strategic communication for the purposes of informing, influencing, and establishing dialogue with international publics and stakeholders. Recognizing the central role of mediated communication in international relations today, the certificate is designed to help students acquire a sophisticated understanding of global media and communication processes and the ways in which they are employed by individuals, groups, organizations, and governments to advance their strategic interests. The certificate combines expertise from the Department of Media, Film, and Journalism Studies and the Josef Korbel School of International Studies, providing students with a truly interdisciplinary experience and preparing them to address contemporary international challenges in ways that make an impact. Those earning this Certificate of Specialization will be equipped with conceptual and practical skills that prepare them for careers in the fields of cultural diplomacy, nation branding, public affairs and information, foreign aid, global health and development communication, international strategic communication, and international education.

Requirements:

This Certificate of Specialization requires a total of 24 credits. Students who complete the certificate's requirements will receive this credential, in addition to their master's degree, and it will appear on their University transcript. Students will take classes in three categories as follows:

1. **Foundational Courses (two courses – 8 credits):**
 - MFJS 4065 - Public Diplomacy and Nation Branding **AND** one of the following:
 - MFJS 4160 - Media Theories **OR**
 - MFJS 4650 - Global Media and Communications **OR**
 - MFJS 4080 - Global and Multicultural Campaigns
2. **Applied Course (one course – 4 credits):**
 - MFJS 4050 - Foundations of Strategic Communication **OR**
 - MFJS 4060 - Strategic Messaging (pre-requisite MFJS 4050 or MFJS 4080) **OR**
 - MFJS 4165 - Global and Development Health Communications **OR**
 - MFJS 4912 - Topics in Media and Communications (approval from Certificate Director(s) required)
3. **Context Specialization Courses (three courses – 12 credits):**

NOTE: at least two of the courses for this component must be from the Josef Korbel School, while the third course may be from either unit as indicated below.

When choosing Context Specialization courses, students should select courses that directly focus on the society, politics, economics, or culture of particular countries or regions or challenges related to a specific theme or issue. Context Specialization courses must be arranged into a logical three-course set (by region and/or theme) that matches student interests and is approved by the Certificate Director(s). Only full-credit, graduate level courses in INTS and MFJS, which are approved by the Certificate Director(s) in advance and are not used to meet another Certificate requirement are eligible for this category. No MFJS course may be used to meet more than one Certificate requirement.

Certificate Directors:

Prof. Lewis Griffith
Josef Korbel School of International Studies
Lewis.Griffith@du.edu
(303) 871-2550

Prof. Kareem.ElDamanhoury@du.edu
Department of MFJS
Kareem.ElDamanhoury@du.edu

Please note that all administrative processes for the Certificate of Specialization in Public Diplomacy, including graduation processes, are handled by the Department of Media, Film and Journalism Studies.

Certificate in Religion and International Affairs

The Certificate of Specialization in Religion and International Affairs provides graduate students pursuing MA degrees in the Department of Religious Studies (AHSS) or the Josef Korbel School of International Studies with the opportunity to enhance their home program of study with specific expertise in the scholarly and professional field of religion and international affairs. This certificate program emphasizes scholarly and practitioner approaches to understanding the intersections between religion and international affairs in the modern world, providing students with an interdisciplinary approach to contemporary case studies as well as theoretical issues. The program will enable certificate students to develop demonstrable competencies that will help them position themselves for academic policy, or non-profit careers.

Interested students from the Religious Studies or the Josef Korbel School of International Studies MA programs will submit an online application consisting of a 500-word personal statement, a CV, undergraduate and graduate transcripts, which will be reviewed by an interdepartmental faculty committee. Applicants must be enrolled graduate students in good standing in the Department of Religious Studies MA program or the Korbel School of International Studies MA program.

Total Hours Required for Certificate: minimum of 24 quarter hours

1. **Certificate Core Class Requirements (8 credits total)** - complete the two (2) core courses:
 - INTS 4525 - Religion and the State in Comparative Perspective
 - RLGS 3760 - Globalization and Religion: Theory and Methods

2. **International Studies Elective Requirement (8 credits total)** – choose two:
 - INTS 4526 - Modern Islamic Political Thought
 - INTS 4534 - Topics in the Middle East
 - INTS 4543 - Religion and International Studies: The Apocalyptic Tradition and the Problem of Religious Violence
 - INTS 4709 - Introduction to Middle East and Islamic Politics

3. **Religious Studies Elective Requirement (8 credits total)** – choose two:
 - RLGS 3302 - Islamic Fundamentalism
 - RLGS 3452 - Political Theology
 - RLGS 3641 - Religion and Race in America
 - RLGS 3693 - Religion and the Media
 - RLGS 3760 - Globalization and Religion
 - RLGS 3814 - Modern Hinduism
 - RLGS 3890 - Religion and Diaspora

NOTE: Courses may not be offered every year. Other elective courses may be approved with permission of the Certificate Director(s) and will require completion of a [Course Substitution Form](#).

Certificate Directors:

Prof. Nader Hashemi
Josef Korbel School of International Studies
Nader.Hashemi@du.edu

Prof. Andrea Stanton
Department of Religious Studies
Andrea.Stanton@du.edu

(303) 871-2447

(303) 871-3503

Please note that all administrative processes for the Certificate of Specialization in Religion & International Affairs, including graduation processes, are handled by the Department of Religious Studies.

Peace Corps Programs

Coverdell Fellows Program for Returning Peace Corps Volunteers (RPCV)

JKSIS is pleased to offer the Paul D. Coverdell Fellows Program for Returned Peace Corps Volunteers. Founded in 2003, this program provides financial assistance for *named* RPCV Coverdell Fellows pursuing a traditional **graduate degree** at the Josef Korbel School of International Studies.

Coverdell Fellows are **exempt from the internship requirement** (*unless* it is required for a Certificate Program). Coverdell Fellows who elect to complete an *optional internship* are eligible to earn 0 or 4 credit hours for successfully completing an internship (registered as INTS 4981).

All JKSIS Coverdell Fellows are required to complete a **practicum of at least 75 hours** within the United States or U.S. territories for under-served populations *in the U.S.* For information on practicum policies and procedures, see the “RPCV Coverdell Fellow Practicum” section of the handbook below. All Coverdell Fellows must have their practicum approved by the JKSIS Office of Academic and Student Affairs *before* commencing, and must have their supervisor complete an evaluation form upon completion. Registration and approval information is accessible at <https://portfolio.du.edu/issta> under the “Peace Corps” tab.

RPCV Fellows that are pursuing [Master of Arts in International and Intercultural Communication \(IIC\)](#), should consult with the designated advisor in the Department of Media, Film and Journalism Studies, which is the program’s administrative home base. More information about the IIC RPCV Coverdell Fellow’s program is accessible [online](#).

Returned Peace Corps Volunteers who are *not* named Coverdell Fellows do not complete a practicum and are not exempt from an internship requirement.

RPCV Coverdell Fellows Practicum

The RPCV Coverdell Fellows Practicum is designed to:

- bridge the Peace Corps experience with academic study at the Josef Korbel School;
- meet the needs of underserved U.S.A. communities; and
- be completed within the U.S.A. or its territories.

The Practicum:

- may involve direct service or program development/management;
- should be started *after* arriving at JKSIS, and must be completed prior to graduation; and
- requires a minimum commitment of 75 hours with an organization and pre-approval from the JKSIS JKSIS Office of Academic and Student Affairs (OASA).

Policies and Procedures:

- Submit Practicum Approval Request *after* securing, but *before* beginning, the practicum.
- Generally speaking, students will be notified of OASA approval within 2 weeks.

- RPCV Coverdell Fellows completing a certificate must fulfill **both** the practicum and certificate internship requirements. While challenging, it may be possible for a student to fulfill both requirements with one experience. In this case, the student will submit the Practicum Agreement to JKSIS Office of Academic and Student Affairs and an Internship Agreement Form to the JKSIS Office of Career and Professional Development (OCPD).
- Once the Coverdell Fellow has completed a minimum of 75 practicum hours, the Practicum supervisor must complete and return an evaluation form to the JKSIS Office of Academic and Student Affairs.

Approval and Verification of Completion Process:

1. Familiarize yourself with the Handbook and all relevant policies and deadlines.
2. Secure an appropriate practicum based on the guidelines outlined above.
3. Complete the online application in [Pioneer Careers Online](#) for an internship, selecting “RPCV Practicum” as the type of experience.
4. Begin practicum *after* approval has been granted.
5. Within two weeks of completing the practicum, ask your supervisor to complete the supervisor evaluation form in Pioneer Careers Online.

Examples of organization where RPCVs have secured practicums in the past include:

- | | |
|---|---|
| • 99% Foundation | • Lutheran Family Services |
| • 859 House | • Meals on Wheels Boulder |
| • African Community Center | • Mi Casa Resource Center |
| • American Red Cross | • Movement Advancement Project |
| • Before Play | • PeaceJam |
| • Big Brothers, Big Sisters Inc. | • Place Bridge Academy |
| • Building Bridges | • Planned Parenthood |
| • Cesar Chavez Academy Denver | • Polaris Project |
| • The Challenge Foundation | • A Precious Child |
| • Colorado African Organization | • Presbyterian Night Shelter |
| • Colorado AIDS Project | • Project Education South Sudan |
| • Colorado Coalition for the Homeless | • Rocky Mountain Immigrant Advocacy Network |
| • Denver Indian Center | • Rocky Mountain Microfinance Institute |
| • Ecumenical Refugee and Immigration Services | • Safari Thrift |
| • El Centro Humanitario | • Save the Children |
| • The Grow Haus | • Volunteers of America |
| • The Learning Source | • Work Options for Women |
| • Louisville Community Food Bank | • WorldVision US |

Community Resources:

- Colorado Non Profit Association (coloradononprofits.org)
- Idealist.org
- Volunteermatch.org

OCPD Resources:

- <http://korbelcareers.du.edu>

- Internship postings on [PCO](#)
- Drop-in hours and advising through the OCPD

Elements of the Curriculum

Program Statement

The Program Statement serves as guide for mapping each student's intended coursework plan while at JK SIS, and is required by the DU Office of Graduate Education in order to review [graduation application](#) and [advancement to candidacy](#) requests, and to conduct the graduation check and certification process. Furthermore, preparing a Program Statement facilitates orderly and coherent selection of courses and requires students to be aware of their particular degree requirements. We encourage you to use the program statement as a planning tool early on during your graduate studies, maintain an editable copy, and revise it periodically as needed in consultation with your degree director. **A final copy, which has been approved and signed by your respective degree/certificate director, must be submitted to the Director of Graduate Student Affairs at the time you apply for graduation.** Graduation application deadlines for graduate students can be found [here](#).

The relevant forms can be found on our Portfolio website (<http://portfolio.du.edu/issta>) under the “Program Statements” tab.

Please note: **failure to submit a final Program Statement by the required deadline may cause unnecessary graduation delays.** It is the student’s responsibility to ensure that the Program Statement is submitted on time, with degree director approval, in order for the JK SIS Office of Academic and Student Affairs and the DU Office of Graduate Education to facilitate all required administrative operations.

Course Substitutions

Occasionally, your degree program may require you to take a required course that substantially duplicates a course you completed at an earlier point in your graduate academic career. If this is the case and you can document the duplication, you may petition to request course substitution.

This process entails completing a [course substitution approval form](#), and obtaining the explicit approval and signature of your degree director (advisor). Please submit to the Office of Academic and Student Affairs and we will submit the signed form on your behalf to the Office of Graduate Education. We recommend that students maintain a copy of all completed forms for their own records. Failure to complete the course substitution process as required by University Policy may jeopardize your ability to satisfy degree requirements and graduate on time.

*Note: substitutions will *not* be granted in instances of failing to complete coursework/degree planning in a timely and proactive manner.

Independent Study – INTS 4991/PPOL 4991

Independent study provides opportunities for capable students to do special work under individual supervision in areas *not covered by class offerings*. Any student that wishes to complete a graduate independent study (INTS 4991/PPOL 4991) must obtain approval prior to beginning work on an independent study.

Students should speak directly to individual faculty members about the possibility of them supervising the work. Faculty are under no obligation to agree to supervise an independent study and each may only supervise up to three independent studies or substantial research papers per academic year.

Students may register for independent study up to three times or for a maximum of 12 credit hours—whichever comes first—during their academic career at JK SIS. INTS 4991/PPOL 4991 may be registered for 1 to 4 credits.

Requirements and Recommendations:

- The faculty advisor must be an appointed faculty member at JK SIS. Adjunct faculty may not advise independent study in either an official or unofficial capacity.
- Students must register INTS 4991/PPOL 4991 for credit during the quarter in which they are actually working on the independent study. It is not permissible to register for credit before work has commenced or after the work has been completed.
- Students are expected to complete the independent study in the same quarter in which it is registered.
- In order to register for INTS 4991/PPOL 4991, the student must use [the designated form](#) and receive departmental permission (which entails receiving the approval and signature of both the faculty advisor [“instructor” field] and the Director of Graduate Student Affairs [“advisor” field], who will then submit the form to the Registrar’s Office for processing in order to be registered officially.
- All independent study must be in accordance with established DU policies and requirements. For more information, please review the [“Course Information”](#) section of the Graduate Policies and Procedures Bulletin.

Master’s Thesis – INTS 4995

A Master’s thesis involves research and writing that goes well beyond the typical class paper in both depth and length. It should be a rigorous, analytical, and complete work of academic research and analysis, not simply a research design or descriptive reports. A Master’s thesis is generally undertaken by students that are interested in pursuing a PhD

An **MA Thesis (INTS 4995)** should represent work equivalent to approximately 8 credit hours of graduate study and may be registered up to two times, for 1–4 hours of credit (for a maximum of 8 credits total)

University of Denver Requirements:

All University policies and requirements governing a [Master’s Thesis](#) may be found in the Graduate Policies and Procedures Bulletin, including:

- [Criteria](#)
- [Oral Defense Process](#)
- [Electronic Thesis submission](#)

JKSIS specific requirements:

- The final copy of the thesis should be formatted according to *Kate Turabian: A Manual for Writers, Chicago: University of Chicago Press*. With permission of the student's thesis director, another format (e.g. *APA, MLA, or "Blue Book"*) may be permissible if it is the standard for the primary discipline in which the research is being conducted.
- The thesis director must be a tenured or tenure-track faculty member at JKSIS.
- Students must register INTS 4995 for credit during the quarter(s) in which they are actually working on the thesis. It is not permissible to register for credit before work on the thesis has commenced or after the work has been completed.
- In order to register for INTS 4995, the student must use [the designated form](#) and receive departmental permission (which entails receiving the approval and signature of both the faculty director ["instructor" field] and the respective Degree Director ["advisor" field]). After obtaining the required approvals, the student must take the form to the Registrar's Office for processing in order to be registered officially.
- Students are encouraged to identify a faculty director and begin working on the thesis by the beginning of their second quarter of the program. Normally, a student submits several drafts, over a period of 6 months or more, before the final manuscript is accepted and graded. It is important that the student and faculty director establish a reasonable and mutually agreeable timeline for exchanging drafts and comments on the student's work. Students should not expect faculty to examine their work over the summer, unless they have made special arrangements.

Other Resources:

For more details, see the "Guidelines for Successfully Scheduling and Completing your Dissertation and Thesis" PowerPoint Presentation available on the "[Dissertations & Theses](#)" tab of our [Portfolio Community page](#).

Substantial Research Paper (SRP) – INTS 4996

A Substantial Research Paper (SRP) is a problem-focused paper designed to engage students in the process of applied research. In contrast, an MA thesis involves in-depth academic research that is often theoretical in nature and typically undertaken by students interested in pursuing a PhD, while an independent study tends to be a much more general research project. An SRP is typically shorter than an MA thesis, and longer than an independent study. An SRP does not require a review committee or an oral defense; rather, it will be supervised and graded by a single appointed faculty member. Prior approval is required before students may begin.

Students should speak directly to individual faculty members about the possibility of them supervising the work. Faculty are under no obligation to agree to supervise an independent study and each may only supervise up to three independent studies or substantial research papers per academic year.

An **SRP (INTS 4996)** should represent work equivalent to approximately 4 credit hours of graduate study and should be registered for 4 hours of credit.

Requirements and Recommendations:

- The final copy of the SRP should be formatted according to *Kate Turabian: A Manual for Writers, Chicago: University of Chicago Press*. With permission of the student's SRP advisor, another format (e.g. *APA*, *MLA*, or "*Blue Book*") may be permissible if it is the standard for the primary discipline in which the research is being conducted.
- The SRP faculty advisor must be an appointed faculty member at JKSSIS. Adjunct faculty may not advise SRPs in either an official or unofficial capacity.
- Students must register INTS 4996 for credit during the quarter(s) in which they are actually working on the SRP. It is not permissible to register for credit before work has commenced or after the work has been completed.
- In order to register for INTS 4996, the student must use [the designated form](#) and receive departmental permission (which entails receiving the approval and signature of both the faculty advisor ["instructor" field] and the respective Director of Graduate Student Affairs ["advisor" field]), who will then submit the form to the Registrar's Office for processing in order to be registered officially.
- Once INTS 4996 appears on the student's transcript, it will also appear in the faculty supervisor's course roster. Upon completion of the SRP the faculty member must (1) assign a final grade in PioneerWeb.

Internship Policy

Importance of the Internship Experience:

The Josef Korbel School of International Studies (JKSIS) recognizes the importance of practical experience as an integral component of a student's education. An internship should both complement the student's academic field of study and relate to his/her career goals. Through internships, students will:

- Apply acquired academic theory, knowledge, and skills to professional practice
- Further develop knowledge and skills needed to work effectively in the field
- Gain greater understanding of the private, public, or nonprofit/NGO sectors
- Build a network of professional contacts
- Develop career-related skills applicable to the future job search

Internship Key Components:

While there is a great deal of variety in internship opportunities, there are five primary requirements for approved experiences. Internships must:

- Be completed during a student's degree program
- Involve a substantive, graduate-level, degree-relevant, and project-based experience for an organization that extends classroom learning and furthers a student's professional development and career goals
- Involve 150 hours of service
- Be completed with one organization which is not the University of Denver or your family-owned organization/business
- Involve training and supervision by a member of the organization's staff or Board of Directors at a location outside of your supervisor's home office

Internship Requirement:

All MA and MPP programs at the Josef Korbel School require the completion of an internship, which must be registered for either zero or four credits through the Office of Career and Professional Development.

An exception to this requirement is granted to Coverdell Fellows, who complete a practicum instead. See the Peace Corps Program section of this Handbook for details.

Students with extensive professional experience may request that prior experience satisfy this requirement. To apply for a waiver, fill out the online form on [Portfolio](#). While all students are highly encouraged to pursue internships to enhance their professional development, you may petition to be exempted from the internship requirement if you are:

1. Entering Korbel with substantial relevant professional work experience, typically at least 5 years.
2. Have a confirmed job offer in a sector in which you had been working prior to beginning the Josef Korbel degree.
3. Sponsored by a foreign government whose terms of study discourage internships.

Summary of Registration Policies:

Internships managed by the Josef Korbel Office of Career and Professional Development must be submitted for approval through the Experiential Learning link on [Pioneer Careers Online \(PCO\)](#). Full details regarding internship policies (registration, funding, grading, etc.) can be found at the Office of Career and Professional Development's resource page, korbelcareers.du.edu.

- You may register multiple internships, however only one internship may be registered for 4 credits, with any additional internships registered for 0 credits.

- Tuition will be charged for 4-credit internships in the quarter the internship is registered, including those registered in the summer quarter. There is no charge for 0 credits.
- Internships are registered for the quarter in which it begins, but you may take as long as you need to complete the 150+ hours and submit your required assignments.
- Hours completed prior to OCPD approval *cannot* be counted toward the total hour requirement.
- After completing 150+ hours and submitting your closing assignments to the Josef Korbel Office of Career and Professional Development, a “Pass” grade will be submitted for the quarter in which you were registered. If your employer terminates your internship for cause, you may receive a Fail grade for the internship.
- When your internship is approved, the OCPD will officially register you for the course INTS 4981. This course follows the same DU-wide [academic policies](#) as all other registered courses for completion and drop/add deadlines, so please be aware of timelines and consequences of late withdrawal should you not complete the internship.

Funding Opportunities

Korbel is fortunate to have support from the [Paterson, Social Science Foundation, and Liebich Internship Funds](#) to provide financial assistance for un/underfunded out-of-area (+50 miles from DU) and international internships. You will apply for funding through the Experiential Learning Form at the same time you apply to register the internship. You must demonstrate financial need by submitting a budget for your proposed experience. Awards can only be used for travel, housing, and daily expenses related to a registered internship, and cannot be used to pay tuition or other fees related to coursework through the University of Denver.

Communication and Responsibility:

While the OCPD staff is committed to working with students throughout the internship and job search processes, the student assumes responsibility for the following:

- Read, follow, and be aware of all internship-related policies and deadlines outlined in this Handbook, posted at korbelcareers.du.edu, and distributed via JKSSIS/OCPD electronic communications
- Present all information regarding his/her internship truthfully and accurately
- Report any changes, updates, or concerns to the OCPD
- Follow DU policies, including but not limited to the DU Honor Code and Student Conduct Policies, the laws of the country where the internship takes place, and any regulations/standards of the host organization

International Experiential Learning

Many students choose to complete an international experiential learning (IEL) opportunity (internship, independent study, or independent research) as part of their time as a Korbel MA student. IEL programs on the whole take more advanced planning and are more logistically complex than US-based opportunities. There are additional safety, security, insurance, financial, health, housing, transportation, and risk management considerations for IEL opportunities, which can be summarized as follows:

Planning:

- Ensure your passport is valid for six months from the initial day of international travel

- Students are responsible for determining whether a visa is necessary and securing required visas. When a visa is required, students must research the required documents and take the necessary steps to obtain one. DU has no authority with consular offices and cannot intercede on a student's behalf.
- Verify that medical insurance is effective internationally (DU will provide International SOS emergency evacuation and repatriation coverage for approved experiences, but this is separate from, and in addition to, students' own health insurance coverage)
- Secure required vaccinations/medications
- For independent/thesis research, verify if Institutional Review Board (IRB) approval is necessary and allow sufficient time to work through the process
- Students doing personal travel before/after approved experience dates are responsible for purchasing their own emergency evacuation/repatriation insurance for that time period as they are no longer part of a DU-affiliated experience (after 3 days)

Considerations:

The student holds the responsibility for conducting thorough research about the organization, position/affiliation, location, and housing/transportation options before confirming an IEL opportunity. Considerations and questions to research will likely include the following:

- **Organizational Research (if affiliating with an organization directly):** Organization's mission, legitimacy, reputation (within country and within the field), ethics/legality, funding sources and partners, structure, staffing, support, insurance coverage addressing interns/volunteers/researchers (liability, workers' comp.), emergency/evacuation protocols/plan, thought given to personal security during the internship/experience (esp. for field-based positions), and health precautions taken by the organization.
- **Internship/Research Position:** Organization's familiarity/frequency in working with interns/researchers, organizational structure, degree of supervision, whether a specific position description or work plan with relevant projects is provided (for internships), realistic expectations for work schedule and contributions, appropriate work location and/or supplies provided.
- **Local/Country Climate:** Research the political, social, cultural, linguistic, health, and economic factors in the local community and larger country context to ensure safety for yourself as well as the potential impact on local organizational staff or community members with whom you will be working. This can be found at www.internationalsos.com. DU's member number is 11BSGC000067.
- **Housing/Local Transportation:** Whether provided by the organization or found independently, research the location (neighborhood, safety during different times of day), security provisions (system, guard, locks), costs, lease requirements, and relative safety of transportation options (method of transportation as well as location for pick up/drop off).

International Students

International students seeking opportunities outside of their country of citizenship (including in the U.S.) should consult with International Student and Scholar Services (ISSS) regarding possible restrictions or additional requirements. It is very important that you remain in compliance with your visa, including applying for Curricular Practical Training (CPT), if applicable.

Safety & Security Review:

IEL opportunities may be subject to additional review by Korbel and possibly the DU Risk Management office depending on the country, region, city, and activities engaged in as part of the opportunity. For details regarding DU policies for international travel, please consult the Risk Management website at http://www.du.edu/risk/international_travel/index.html.

Once the IEL experience has been conditionally approved:

Students complete travel registration requirements via the [DU Passport system](#). Upon completing the required forms and registrations, students' experiences will be officially approved. **In the event of IEL experience withdrawal or cancellation:**

DU reserves the right to cancel any program; suspend a site relationship prior to a student's departure; or advise or mandate students to return from particular sites because of a concern for student's safety. This could be occasioned by a U.S. Department of State Travel Warning, International SOS information, or other information of a credible threat to the safety, health, or well-being of the student.

Please be advised that if a student voluntarily withdraws from an IEL experience, is dismissed from the program either prior to or after the experience start date, or DU cancels a program at any point, the student may be responsible for navigating refund, registration, and financial aid processes, and paying all non-recoverable costs associated with the experience.

Josef Korbel School of International Studies in Washington, DC Program

JKSIS began its Washington DC Internship Program in Fall 2005. With a programmatic emphasis on development, security, and globalization, the DC Program focuses on the conceptual issues, policy processes, and practical dimensions of development through a combination of coursework and supervised internships. JKSIS participates in this program with the University of Pittsburgh's Graduate School of Public and International Affairs (GSPIA) and Syracuse University's Maxwell School of Citizenship and Public Affairs. For the past years, GSPIA and the Maxwell School have operated a DC program that combines professional internships with an array of graduate courses taught by adjunct faculty drawn from Washington's pool of experts in international relations and economics.

Close interaction with policy officials and experts in trade and investment, economic development, conflict resolution, transitional justice, and democratization exposes students to the rules, procedures, policies, and institutional approaches associated with processes of development and globalization. The DC Program will develop professional skills and provide numerous networking opportunities unique to being located in the nation's capital. The Director of the Office of Career and Professional Development views the program as part of JKSIS' commitment to placing students in the Washington DC area and linking current students with the broad network of alumni based in Washington.

Overview:

Each year, up to 20 students are selected to spend a semester in Washington DC. Participants typically take two academic classes to reach 8 quarter hours (each class is four credits and meets once a week in the evenings). This is in conjunction with a 20-30 hour/week internship (students may register a maximum of four hours of internship credit as well).

Students participate during the Fall Quarter each year. As the DC Program operates on a semester system, participants will be in Washington DC from August through mid-December. Students can also opt to begin the internship portion earlier (e.g., in June if they can obtain the internship then).

Eligibility and Application Process:

The DC program is open to Master's degree-seeking students at the Josef Korbel School of International Studies with an overall GPA of 3.00 or higher. Students from all degree programs within the Josef Korbel School are welcome to apply. No more than 20 students will participate in the DC program each academic year. Students that are nearing graduation but wish to participate in the DC program are encouraged to contact the Program Manager at the Korbel Office of Academic and Student Affairs.

Applications will be accepted from January-March each year. Applicants will be asked to submit a completed online application form, a current resume, and one Korbel faculty reference. Applications received after the posted deadline will not be considered. An internal review committee will review each application and all applicants will be notified of the committee's decision by mid-March. Those accepted to the program will be required to pay a non-refundable processing fee of \$200.

Course Offerings

The following courses are likely to be offered in DC each fall:

- Issues in Global Finance & Financial Security
- International Trade and Economic Negotiations
- Evolving Global Security Landscape
- Rising China and Challenges to the Global Order
- Development in Africa: Challenges, Constraints, and Strategies
- Global Sustainability and Development
- Statecraft and Smart Power in the Digital Era
- Conflict and Security in Cyber Space

Note: course offerings are subject to change and admitted students will be notified of changes as soon as such information becomes available.

For more information, please visit:

- <http://portfolio.du.edu/issta/page/51531>
- <https://www.maxwell.syr.edu/dc/gsdp/overview/>

Contact Information:

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Josef Korbel School of International Studies

Geneva Program

The Korbel in Geneva program is a study abroad opportunity for Master's degree students at the Josef Korbel School of International Studies. Each year, up to ten students will be selected to spend between five to six months in Geneva, Switzerland as part of an academic exchange with the Graduate Institute for International and Development Studies. Student participants arrive in Geneva in July/August and stay through December. During their time in Geneva, students have the opportunity to intern at a Geneva-based organization and to complete two graduate-level courses.

Overview:

The program offers a unique educational opportunity for Korbel students by combining coursework on the theory and practice of international relations with exceptional employment and internship opportunities in Geneva. Geneva is home to an array of international organizations, NGOs, diplomatic missions, and multinational firms. After completing an internship and two graduate-level courses, students will return to the Korbel School with a heightened understanding and knowledge of the world and the professional skills to put that knowledge to use.

The Korbel in Geneva program is administered in collaboration with [The Graduate Institute of International and Development Studies](#). The Graduate Institute is an institution of research and higher education dedicated to the study of world affairs, with a particular emphasis on the crosscutting fields of international relations and development issues. The Institute has a long-standing reputation of excellence and shares strong ties with the international and non-governmental organizations in Geneva, as well as being home to a diverse and vibrant group of students and faculty from all over the world.

Eligibility and Application Process:

The Geneva program is open to Master's degree-seeking students at the Josef Korbel School of International Studies with an overall GPA of 3.00 or higher. Students from all degree programs within the Josef Korbel School are welcome to apply. No more than 10 students will participate in the Geneva program each academic year. Students that are nearing graduation but wish to participate in the Geneva program are encouraged to contact the Student Affairs Coordinator at the Josef Korbel School.

Applications will be accepted from January-Feb. 15 each year. Applicants will be asked to submit a completed online application form, a current resume, and one Korbel faculty reference. Applications received after the posted deadline will not be considered. An internal review committee will review each application and all

applicants will be notified of the committee's decision by late February. Those accepted to the program will be required to pay a non-refundable processing fee of \$200.

Courses, Tuition, and Financial Aid:

Student participants will enroll in two Master's-level, elective courses offered by the Master in International Affairs program at Graduate Institute during the fall semester of the program year. Each course is worth six ECTS credits and is held two hours/week over 14 weeks. Each course is considered equivalent to a four credit course offered at the Korbel School and will transfer as such. Students may also earn up to four credits through an approved internship placement with a Geneva-based organization. In total, students will be able to earn 12 credit hours toward their degree while participating in the Geneva program.

Examples of the courses that have been offered in the past by the Graduate Institute can be found here: <http://graduateinstitute.ch/files/live/sites/iheid/files/sites/cours2017-2018/docs/course-catalogue.pdf>. Upon arrival, Korbel student participants will select four options from the “Cours Optionnels” listings, and will be registered in two of those choices. **This arrangement means that Korbel students will commit to participating in the Geneva program without knowing which elective courses will be offered to them by the Graduate Institute.**

While in Geneva, students will be enrolled at the Graduate Institute as visiting, non-degree seeking students. This will allow students to have full access to all services and resources at the Graduate Institute. Per this arrangement, students will also be subject to the Graduate Institute student conduct policies during the duration of the program.

Tuition and fees will continue to be paid directly to the University of Denver and students will continue to be bound by the University of Denver Honor Code. Students participating in the Geneva program will continue to receive their DU financial aid package (loans, scholarships, grants). Please note that work study and research assistant funding will not transfer to the Geneva program. Students may work with the Office of Financial Aid to request a one-time increase to their loans to cover the cost of travel to Geneva but cannot request additional loan funding to cover the cost of living there.

Visas, Living Expenses, and Other Costs:

Each student is responsible for applying for a student visa a minimum three months before the start of the program. The application process and cost of the visa will vary depending on the nationality of the student. Visa requirements can be found [here](#). Note that the Graduate Institute and the Korbel School will provide each student with an invitation letter in support of the student's visa application.

Each student will be responsible for organizing and paying for her or his travel to and from Geneva. Students will also be responsible for personal costs that may be incurred as a result of participation in the program. Costs may include but are not limited to: airfare; housing in Geneva; transportation; meals; entertainment; books and supplies; and other personal expenses. Student participants are also required to possess current, valid student health insurance at their own expense. Neither the University of Denver nor the Graduate Institute will be financially responsible for any medical expenses incurred by students while participating in the program.

Living expenses in Geneva vary greatly depending on the chosen standard of living. According to the Graduate Institute, students should plan on monthly living expenses (including housing) of about CHF 1,800. Students are encouraged to begin looking for housing as soon as they know they will be participating in the program. Housing recommendations from the Graduate Institute can be found [here](#).

Internships:

A core component of the program is an internship at a Geneva-based international organization, NGO, or multinational firm. It is incumbent upon the student to research and locate opportunities and to apply and secure an internship. The Korbel Office of Career and Professional Development is available to students to provide advice, resources and professional development assistance during a student's internship search.

Students have recently interned at the World Health Organization, the Geneva Centre for the Democratic Control of Armed Forces (DCAF), and the International Committee of the Red Cross, the World Trade Organization, and the US Trade Representative's Office, among others.

For more information, please visit:

- <http://portfolio.du.edu/issta/page/51531>

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Josef Korbel School of International Studies Vienna Program

The Korbel in Vienna program is a study abroad opportunity for Master's degree students at the Josef Korbel School of International Studies. Each year, up to four students will be selected to spend five to six months in Vienna, Austria as part of an academic exchange with the Diplomatic Academy of the Vienna School of International Studies. Student participants arrive in Vienna in July/August and stay through December. During their time in Vienna, students have the opportunity to combine an internship with graduate-level courses.

Overview:

The program offers a unique educational opportunity for Korbel students by combining coursework on the theory and practice of international relations within the context of a vibrant and welcoming European city and graduate program. With the United Nations and other international organizations (IAEA, UNIDO, OSCE etc.) headquartered in Vienna, the city is an ideal place for studying and analyzing European developments in the context of global relations. Since 2010 the Mercer Quality of Living Survey has ranked Vienna as the city with the best quality of living worldwide. With its wide array of cultural events, recreational and sports facilities, Vienna is indeed one of the most congenial cities in which to live and study.

The Korbel in Vienna program is administered in collaboration with Diplomatic Academy of the Vienna School of International Studies. The Vienna School of International Studies (Diplomatische Akademie

Wien, l'École des Hautes Études Internationales de Vienne) is a center of excellence for the study of international affairs. It is the oldest professional school in the world, having launched talented men and women into international careers and positions of leadership over the course of more than two centuries. Their unique multidisciplinary teaching approach is dedicated not only to the highest academic standards but also links theory with practice. Their activities as a professional school are complemented by first-rate research, and the school functions as a hub for public lectures and debates. The Diplomatic Academy remains committed to using its unique location in Vienna—the world capital of diplomacy—for the benefit of their students and to further the development of the international community.

Eligibility and Application Process:

The Vienna program is open to Master's degree-seeking students at the Josef Korbel School of International Studies with an overall GPA of 3.00 or higher. Students from all degree programs within the Josef Korbel School are welcome to apply. No more than four students will participate in the Vienna program each academic year. Students that are nearing graduation but wish to participate in the Vienna program are encouraged to contact the Student Affairs Coordinator at the Josef Korbel School.

Applications will be accepted from –January–Feb. 15 each year. Applicants will be asked to submit a completed online application form, a current resume, and one Korbel faculty reference. Applications received after the posted deadline will not be considered. An internal review committee will review each application and all applicants will be notified of the committee's decision by late February. Those accepted to the program will be required to pay a non-refundable processing fee of \$200.

Courses, Tuition, and Financial Aid:

Student participants will enroll in 3-4 Master's-level, elective courses offered by the Diplomatic Academy of the Vienna School of International Studies during the fall semester of the program year for a total of approximately 12 ECTS credits. Each course is considered equivalent to a four-credit course offered at the Korbel School and will transfer as such. Students may also earn up to four credits through an approved internship placement with a Vienna-based organization.

Examples of the courses that were offered last year by the Diplomatic Academy can be found here: https://www.da-vienna.ac.at/Portals/0/Diplomatic%20Academy%20of%20Vienna/Programmes/Academic/Allgemein/Course_List_2017-18.pdf?ver=2017-09-08-031528-623. Note that Korbel student participants will not be guaranteed enrollment in specific courses and the course offerings will not be released until summer. **This arrangement means that Korbel students will commit to participating in the Vienna program without knowing which elective courses will be offered to them by the Diplomatic Academy.**

While in Vienna, students will be enrolled at the Diplomatic Academy as visiting, non-degree seeking students. This will allow students to have full access to all services and resources at the Diplomatic Academy. Per this arrangement, students will also be subject to the Diplomatic Academy student conduct policies during the duration of the program.

Tuition and fees will continue to be paid directly to the University of Denver and students will continue to be bound by the University of Denver Honor Code. Students participating in the Vienna program will continue to receive their DU financial aid package (loans, scholarships, grants). Please note that work study and research assistant funding will not transfer to the Vienna program. Students may work with the Office of Financial Aid to request a one-time increase to their loans to cover the cost of travel to Vienna but cannot request additional loan funding to cover the cost of living there.

Visas, Living Expenses, and Other Costs:

Each student is responsible for applying for a student visa one to three months prior to the start of the program. Applicants must appear in person at the Austrian Embassy/Consulate (nearest location is in Los Angeles, CA). Visa requirements can be found here: <http://www.austria.org/visa-application/>. Note that the Diplomatic Academy and the Korbel School will provide each student with an invitation letter in support of the student's visa application.

Each student will be responsible for organizing and paying for her or his travel to and from Vienna. Students will also be responsible for personal costs that may be incurred as a result of participation in the program. Costs may include but are not limited to: airfare; housing in Vienna; transportation; meals; entertainment; books and supplies; and other personal expenses. Student participants are also required to possess current, valid student health insurance at their own expense. Neither the University of Denver nor the Diplomatic Academy will be financially responsible for any medical expenses incurred by students while participating in the program.

Students should plan on monthly living expenses (including housing) of about 900-1,000 Euros. Housing recommendations from the Diplomatic Academy can be found here: <https://www.dv-wienna.ac.at/en/Prospective-Students/Studying-in-Vienna>.

Internships:

An optional component of the program is an internship at a Vienna-based international organization, NGO, or multinational firm. It is incumbent upon the student to research and locate opportunities and to apply and secure an internship. The Korbel Office of Career and Professional Development is available to students to provide advice, resources and professional development assistance during a student's internship search.

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Josef Korbel School of International Studies

Rio de Janeiro Program

The Korbel in Rio program is a study abroad opportunity for Master's degree students at the Josef Korbel School of International Studies. Each year, up to two students will be selected to spend four to six months in Rio de Janeiro, Brazil as part of an academic exchange with the Pontifical Catholic University (Pontifícia Universidade Católica, PUC-Rio). Student participants arrive in Rio in either June or September and stay through December. During their time in Rio, students will combine an internship with graduate-level courses.

Overview:

The program offers a unique educational opportunity for Korbels students by combining coursework on the theory and practice of international relations within the context of a vibrant and welcoming South American city and graduate program.

The Korbels in Rio program is administered in collaboration with the Pontifical Catholic University (PUC-Rio). The **Institute of International Relations at PUC-Rio** is a center of excellence in the area of International Relations in Brazil. During its more than 30 years of existence, the Institute has been a pioneer in research on Brazil's foreign policy, in Latin America's political and economic changes, and transformations in the world order.

PUC-Rio was created in 1940 by the Jesuit Order with the objective of developing knowledge based on humanistic values. The university now has 20,000 students who come from a variety of religious, ethnic and social backgrounds. The Pontifícia Universidade Católica do Rio de Janeiro (PUC-Rio) is recognized worldwide as one of the most important doctoral research centers in the country. The campus is located in Gávea, a charming neighborhood located near the forest and the beach. A large number of city bus lines makes it easy to get to and from campus.

Eligibility and Application Process:

The Rio program is open to Master's degree-seeking students at the Josef Korbels School of International Studies with an overall GPA of 3.00 or higher. Students from all degree programs within the Josef Korbels School are welcome to apply. No more than two students will participate in the Rio program each academic year. Students who are nearing graduation but wish to participate in the Rio program are encouraged to contact the Student Affairs Manager at the Josef Korbels School.

Applications will be accepted from Dec.-Feb. 15 each year. Applicants will be asked to submit a completed online application form, a current resume, and one Korbels faculty reference. Applications received after the posted deadline will not be considered. An internal review committee will review each application and all applicants will be notified of the committee's decision by March. Those accepted to the program will be required to pay a non-refundable processing fee of \$200.

Courses, Tuition, and Financial Aid:

Student participants will enroll in 2-3 Master's-level, elective courses offered by the Institute of International Relations during the fall semester of the program year. Each course is considered equivalent to a four-credit course offered at the Korbels School and will transfer as such. A core component of the program is an internship at a Rio-based international organization, NGO, or think-tank. Students will also earn up to four credits through an approved internship placement with a Rio-based organization.

While in Rio, students will be enrolled at PUC-Rio as visiting, non-degree seeking students. This will allow students to have full access to all services and resources at PUC-Rio. Per this arrangement, students will also be subject to PUC-Rio student conduct policies during the duration of the program.

Tuition and fees will continue to be paid directly to the University of Denver and students will continue to be bound by the University of Denver Honor Code. Students participating in the Rio program will continue to receive their DU financial aid package (loans, scholarships, grants). Please note that work study and research assistant funding will not transfer to the Rio program. Students may work with the Office of Financial Aid to request a one-time increase to their loans to cover the cost of travel to Rio but cannot request additional loan funding to cover the cost of living there.

Visas, Living Expenses, and Other Costs:

As an international exchange student, you cannot enroll at PUC-Rio without a student visa. This visa cannot be obtained in Brazil, but must be obtained at a Brazilian consulate in the U.S. The Houston Brazilian Consulate issues visas for Colorado residents, and you are required to personally visit the consulate. Visit <http://houston.itamaraty.gov.br/en-us/visa.xml> for more information.

Each student will be responsible for organizing and paying for her or his travel to and from Rio. Students will also be responsible for personal costs that may be incurred as a result of participation in the program. Costs may include but are not limited to: airfare; housing in Rio; transportation; meals; entertainment; books and supplies; and other personal expenses. Student participants are also required to possess current, valid student health insurance at their own expense. Neither the University of Denver nor RUC-Rio will be financially responsible for any medical expenses incurred by students while participating in the program.

For more information, consult the PUC-Rio Pre-Departure Manual for International Students at https://www.puc-rio.br/ensinopesq/ccci/download/pre_departure_manual.pdf.

Internships:

A core component of the program is an internship at a Rio-based international organization, NGO, or multinational firm. It is incumbent upon the student to research and locate opportunities and to apply and secure an internship. The Korbelt Office of Career and Professional Development is available to students to provide advice, resources and professional development assistance during a student's internship search. PUC-Rio will also help connect students to opportunities and students should plan ahead to contact and secure internships.

Contact Information:

Genevieve Waller, Program Manager, Office of Academic and Student Affairs
Genevieve.Waller@du.edu.

Faculty Director:

Dr. Kevin Archer
Ph: (303) 871-2559 | kevin.archer@du.edu

Graduate Policies & Procedures

Graduate Policies and Procedures Bulletin

With a handful of exceptions in which our departmental policy is more stringent than University policy, the Josef Korbel School of International Studies is required to comply with and enforce all graduate policies and procedures established by the University of Denver.

Our graduate students are expected to become familiar with and observe all policies as outlined in the [Graduate Bulletin](#). Moreover, students are required to attend all departmental and institutional Graduate Orientation events. [Understanding your responsibilities as a student](#) and learning about the resources available to you during your time at DU, will help pave the way for a positive and successful experience in graduate school.

Honor Code & Student Conduct

The faculty and staff of the Josef Korbel School of International Studies endorse the [University of Denver Honor Code](#) and strongly support the principle that academic honesty and professional conduct are essential for study within the university. Students must adhere to the Honor Code in all ways, and understand that engaging in unprofessional/unethical conduct, or submitting work that is not one's own (e.g. plagiarism, cheating, and other forms of academic misconduct) are subject to disciplinary action, including immediate expulsion from study at the University of Denver/Josef Korbel School of International Studies.

For more information, please review the "[Professional and Academic Conduct](#)" section of the Graduate Policies and Procedures Bulletin.

JKSIS Plagiarism & Academic Conduct Policy

The Josef Korbel School of International Studies graduate handbooks state that faculty and staff endorse the University of Denver honor code, as well as the principles and standards that intellectual and academic honesty are essential for study within the university. Students are required to honor these principles and understand that to submit work which is not their own violates the spirit and purpose of the [University of Denver Honor Code](#).

Students that engage in *any form* of cheating, plagiarism, academic dishonesty, unethical or unprofessional behavior are subject to consequences, including but not limited to receiving a **failing grade** for the assignment/course and may be **termination** from JKSIS/University of Denver.

Plagiarism occurs when one submits written work borrowing the ideas and phrasing of another author without acknowledging such usage by footnotes and quotation marks. A paper written entirely, or in part, by one author and submitted under the name of another also constitutes plagiarism. Examination cheating includes the use of unauthorized aids during the testing process. Constructing artificial data for a class project, thesis or dissertation through unacceptable methods is also considered cheating.

Responsible Conduct of Research

Authorship

Authorship is an explicit way of assigning responsibility and giving credit for intellectual work. The two are linked. Some of the most common issues involve problems with authorship – exclusion, order, and at times, inclusion. Authorship practices should be judged by how honestly they reflect actual contributions to the final product.

While different disciplines may have somewhat different practices and expectations, the following provides a rough overview of authorship best practices and some unethical practices to avoid:

- **Everyone who is listed as an author should have made a substantial, direct, intellectual contribution to the work.** For example, in the case of a research report, each person listed as an author should have contributed to the conception, design, analysis, and/or interpretation of the data.
- In order to avoid or minimize conflict, research teams should discuss authorship issues frankly and early in the course of their work together.
- Acquisition of funding, collection of data, or general supervision of the research group alone does not justify authorship.
- **Beware of unethical practices in which authorship is either granted or withheld for reasons not related directly to contribution to the work.** Examples of this may include but are not limited to: authorship by authority; gift, courtesy or honorary authorship; political authorship; and ghost authorship.
- In recent years matters of authorship, attribution, and acknowledgment have become more complex and the customs prevailing in different fields have diverged. For potential differences in your field, refer to the authorship guidelines for specific journals or professional societies.

Please see below for links to additional information and discussion tools related to Responsible Authorship and Responsible Conduct of Research in general:

- [Office of Research Integrity: Overview](#)
- [Office of Research Integrity: Quick Guide](#)
- [International Committee of Medical Journal Editors](#): A common starting point for a discussion of authorship is the International Committee of Medical Journal Editors (ICMJE) guidelines.
- [Online Ethics Center for Science and Engineering](#): Resources for Group Mentoring in Responsible Conduct of Research
- [Office of Research Integrity: Guidelines for Responsible Conduct of Research](#)

For more information, or for a more detailed presentation on the topic of Responsible Authorship, or other topics related to RCR, please feel free to contact [Mary Travis](#), Director of Research Integrity and Education in the DU [Office of Research and Sponsored Programs](#).

Institutional Review Board

The University of Denver is committed to protecting the rights and welfare of individuals participating as subjects in its research. The Office of Research Compliance/IRB is home to an [Institutional Review Board](#) (IRB) charged with reviewing human subjects research. The DU IRB reviews all human research protocols in accordance with federal regulations, state laws, and local and University policies. The IRB is composed of members from various disciplines within the education, social, and behavioral sciences as well as community members.

Grades, GPA and Academic Standards

The purpose of course grades is to provide an honest appraisal of a student's work; to communicate this appraisal clearly; and to enable professors to make plausible discriminations between levels of academic performance.

- **'A'** range: signifies high quality work, an outstanding performance and superior achievement. In most classroom situations, only a minority of the class would reach this level.
- **'B'** range: signifies acceptable graduate level work.
- **'C'** range: signifies minimally acceptable graduate work. Credit will be given, but no more than one-fourth of the hours accepted toward the degree may be a C grade. Students who earn more than one grade of "C" should seriously reconsider their continuation in the program.
- **'D'** or **'F'** signifies unacceptable graduate work. Credit will not be given.

For more information, please review the following University of Denver resources:

- [Grading System](#) (Office of the Registrar)
- [Academic Standards](#) (Graduate Bulletin)
- [Incomplete Grade Policy](#) (Office of the Registrar)
- [Grade Change Policy](#) (Office of the Registrar)
- [Grade Appeals](#) (Graduate Bulletin)

Graduate students must maintain a cumulative GPA of 3.0 or higher in order to be in good academic standing and remain eligible to graduate. Any student whose overall grade point average falls below a 3.0 is no longer in good academic standing and may be warned, put on probation, suspended, or academically dismissed, depending upon the grade point deficiency. Each quarter on probation, the student must contact his/her advisor to develop a plan to remedy the academic deficit.

Change of Major

Any JKSSIS graduate student who wishes to change majors (ie. from one degree program to another) must submit a completed [change of major form](#) to the DU Office of Graduate Education.

A student wishing to change to a major or degree outside of the current college/school, or wishing to change to a higher degree (master's level to doctoral), must submit a full application for admission, including an application fee and supplemental admissions documents, to the appropriate admissions office.

A graduate student who wishes to change to another degree program must be terminated/withdrawn from the program of original admittance and accepted into the new degree program.

Procedure for Academic Grievances & Appeals

Current and active students may appeal academic and student status related decisions and/or seek resolution of complaints or grievances through the [Academic Exceptions, Grievances and Appeals](#) process during their enrollment at the University of Denver.

Registration

The DU Office of the Registrar establishes and enforces DU [registration policies](#) and provides students with the tools necessary to navigate and execute the registration process successfully. The JKJIS JKJIS Office of Academic and Student Affairs is happy to offer additional support or troubleshooting when possible.

Some helpful registration resources include:

- [Graduate Registration Policies](#) (Graduate Bulletin)
- [Building Registration Plans](#) (Office of the Registrar)
- [How to Register](#) (Office of the Registrar)
- [Registration Time Assignments](#) (Office of the Registrar)
- [Registration Errors](#) (Office of the Registrar)
- [Registration Holds](#) (Office of the Registrar)
- [Academic, Registration & Billing Calendar](#), including add/drop deadlines, (Office of the Registrar)
- [Late Registration Fees](#) (Office of the Registrar)
- [Tuition Refund](#) (Office of the Registrar)
- [Waitlists](#) (JKJIS)

Courses requiring special approval:

While registration for most courses may be completed online during open registration periods (at or after your designated registration time), there are some instances in which [special approval](#) may be required. Some examples include:

- Continuous Enrollment
- Independent Research (e.g. SRP, Thesis, Dissertation)
- Independent Study
- Internship Credit

For more information and specific details, please review the relevant sections of this handbook and/or the [Graduate Bulletin](#).

Coursework outside of JK SIS

1. Any student wishing to take *graduate-level* coursework in another department or academic unit must have the permission of that department/unit. Note: the tuition and fees applicable to that unit will apply; undergraduate credit is not eligible to count toward a graduate degree.
2. With the exception of formal dual degree programs or interdisciplinary certificate programs, coursework from other departments/units must receive *explicit* approval from a student's degree director in order for the credit to apply toward degree requirements.
3. Credit from DUs University College is *not* eligible to be used toward degree requirements for any Korbel graduate degrees.
4. JK SIS graduate students are limited to a maximum of 12 credits taken in other departments/units. This coursework *must be* completed at the graduate-level in order to count toward degree requirements, so please consult the department/unit to confirm [course information and level](#) (i.e. not all 3xxx-level courses are considered graduate-level).

Transfer of Credit Policy

Students seeking transfer of *graduate* credit from a previous institution, should refer to [DU's Transfer of Credit Policy](#). Provided all criteria are met, students must:

1. complete and sign a [Transfer of Credit Request Form no later than the end of their first term](#);
2. submit the form, along with all relevant syllabi, to the [JK SIS Associate Dean of Academic Affairs](#) for review; and
3. ensure that an *official* transcript from the institution in question is on file with the DU Office of Graduate Education.

Please note that JK SIS permits a maximum of 12 quarter hour credits of transfer toward MA and MPP degrees. Undergraduate credit is **not** eligible for transfer toward a graduate degree program.

If the transfer of credit request is approved by the [JK SIS Associate Dean of Academic Affairs](#) (Department Chairperson), the form will be forwarded to the DU Office of Graduate Education for the next level of review and approval by the Associate Provost for Graduate Studies.

Unaffiliated Study Abroad

While not commonly pursued at the graduate level, students are *eligible* to transfer a maximum of 15 quarter credits toward degree electives from an accredited academic program conducted abroad.

Please note that participating in an unaffiliated study abroad program requires significant advance planning, institutional pre-approval via the DU Office of Internationalization, as well as explicit permission of the department, the degree director, and the DU Office of Graduate Education.

For information regarding the Office of Internationalization's approval process and relevant deadlines, please refer to the [Unaffiliated Study Abroad Programs](#) (UPP) policy and petition process. In addition, all institutional policies including, but not limited to, the Graduate [Transfer of Credit](#) policy, will apply.

Leave of Absence/Withdrawal from the University

Students considering time away from graduate study must communicate with the University prior to taking time off from the graduate program and complete the appropriate paperwork. There are two types of withdrawals: temporary (including personal and medical leaves of absence) and permanent.

For detailed information and policies regarding withdrawing from the University, either temporarily or permanently, please see the "[Student Withdrawal from the University](#)" section of the Graduate Policies and Procedures Bulletin.

Re-admission Policy

Students that take time away from graduate study *without* following the proper withdraw procedure, in addition the students that are dismissed from the program, must apply for readmission in order to official re-enter a program of study. For detailed information, please see the "[Readmission](#)" section of the Graduate Policies and Procedures Bulletin.

Other Potential Reasons for Taking Time Away from JKIS

Outside of a temporary personal or medical leave of absence* from the university, there may be other reasons a student elects to spend time away from their JKIS graduate program, including:

- **Fellowships** (e.g. Boren, Fulbright, & EMDAP), during or outside of the regular academic year, which *may* require a student to maintain active student status/graduate school enrollment;
- **Internships** conducted outside of the Denver area during the regular academic year;
- Participation in the Korbel in DC Program or the Korbel in Geneva Program;
- **Thesis-related research** required for degree completion and conducted outside of the Denver area;
- **Unaffiliated Study Abroad:** while not commonly pursued at the graduate level, students are *eligible* to transfer a maximum of 15 quarter credits toward degree electives from an accredited academic program conducted abroad. Please see the "Unaffiliated Study Abroad" section of this handbook for more details.

*Note: Please refer to the “Leave of Absence/Withdrawal from the University” section of this handbook, as well as the “[Student Withdrawal from the University](#)” section of the Graduate Policies and Procedures Bulletin for more details about a temporary leave of absence.

How to Properly Structure Time Away from Graduate Study:

The manner in which a student must structure their time away from graduate study, depends on the situation and circumstance. Options may include a leave of absence, registering for internship/research credit, and/or registering for continuous enrollment status. Please consult with the JK SIS Office of Academic and Student Affairs for additional guidance or to be directed to the appropriate support office and resources.

Important Considerations for Taking Time Away from Graduate Study:

A student that falls into one these categories must take into consideration a number of important factors* in order to plan in advance and plan appropriately.

Planning Factors & Guiding Questions	Policy & Information Resources
Timing:	
When do you intend to take time away from the program (e.g. beginning, middle, or end)?	Depending on when you intend to take time away, you will need to consider a range of possible factors as outlined below.
Progress toward degree completion:	
What is your anticipated date of graduation? Are there classes which you must complete that are only offered once a year? If so, what is your plan for completing them prior to graduation?	Visit the Student Affairs Portfolio site for course schedules. Consult with your degree director for advising and planning purposes. Be aware of the Time Limit for MA Degree Completion policy.
Credit & Degree Requirements:	
What are your options for earning credit and remaining on track for degree completion? If you are taking classes at another institution, have you obtained the appropriate permissions and is the eligible for transfer?	Consult the Graduate Policies and Procedures Bulletin .
Enrollment Status and Financial Aid/Loans:	
What impact will time away have on your enrollment status? On loan repayment structure/timing? Is there a minimum number of credits in which you need to be enrolled to remain eligible for loan disbursement? What is the grace period for loan repayment? Is loan deferment an option?	Consult the “ Enrollment Status ” section of the Graduate Policies and Procedures Bulletin, as well as the “ Graduate Student ” section of the Office of Financial Aid website .
Scholarships:	
What impact will this have on your academic year scholarship(s)?	Consult with the Office of Financial Aid and the JK SIS Director of Graduate Enrollment .
Student Employment/Campus Jobs:	
If you are eligible or employed in a campus/community work study position, will your employment status, job, or award amount be impacted? If you are employed in a departmental level research assistant job (not work study), will your role be impacted?	For student employment/work study information, visit the Office of Student Employment . For departmental-level research assistant positions, begin by consulting with your supervisor.
Health Insurance:	
What impact will this have on DU-affiliated health insurance coverage? Are there a minimum number of credits in which you need to be enrolled to qualify for coverage?	Visit the DU Health & Counseling Center site.
International Students:	
How will this affect your immigration status? Is there a minimum number of credits in which you need to be enrolled to maintain your student visa and immigration status?	Consult with the Office of International Student and Scholar Services .

Career Development:	
How is this experience moving you toward your career goals?	Consult with the JKSiS Graduate Office of Career and Professional Development team.

*NOTE: this information is meant to serve only as a general starting point; it is by no means a complete or comprehensive guide given that each student's situation is unique.

Continuous Enrollment

Registration for Continuous Enrollment (CE) is limited to students who have completed all required coursework, with the exception of independent research hours (i.e. INTS 4995, INTS 4996, or INTS 5995) needed to complete a degree. CE is designed primarily for students who are working on a thesis, SRP, or doctoral dissertation.

For detailed information and policies regarding continuous enrollment, please see the "[Continuous Enrollment](#)" section of the Graduate Policies and Procedures Bulletin. Additional information with reference to continuous enrollment is available regarding [Tuition and Fees](#) and [Graduate Financial Aid](#).

Degree Completion & Graduation

Students may not receive a University of Denver degree without completing all [Master's degree requirements](#). Students may not receive a degree with fewer than the published number of credits or with a cumulative GPA below the 3.0 minimum required for JKSiS graduate degree programs.

Per the [graduation requirements policy](#), students are required to submit the graduation application two quarters in advance of the intended date of graduation. Failure to abide by [university deadlines](#), as well as relevant departmental deadlines, will result in graduation delays.

General Graduation Planning Information and Resources:

- [Graduation Requirements](#) (Graduate Bulletin)
- [Graduation Instructions, Dates & Deadlines, and Forms for Graduate Students](#) (DU Office of Graduate Education)
- [Graduation and Oral Defense Information](#) (DU Office of Graduate Education)
- [Application for Graduation](#) (Office of the Registrar)
- [Commencement Ceremonies](#) (Graduate Bulletin)
- [Diplomas](#) (Office of the Registrar)

JKSiS Specific Policies and Processes:

In order to facilitate an efficient and timely degree verification process, **all graduate degree candidates at the Josef Korbel School of International Studies are responsible for complying with the following requirements *at the time of application to graduate*:**

- Submit a final and accurate Program Statement (online via the [Student Affairs Portfolio Community](#) site), which has been approved and signed by the designated Degree Director;
- If applicable, ensure that any [course substitution approval forms](#) have been completed and submitted to the DU Office of Graduate Education;

- If applicable, complete all other non-coursework requirements (e.g. internship, RPCV Practicum, etc.);
- Resolve any outstanding incompletes (I);
- Complete all coursework with an overall GPA of 3.0 or higher.

Students that do not comply with these requirements may not be advanced to candidacy by the Josef Korbel School of International Studies.

Final graduation certification is conducted by the DU Office of Graduate Education *after* the final grades have posted for each term and will not be granted until the student has satisfied *all* degree requirements—including coursework and non-course requirements (e.g. internship/practicum, thesis/dissertation/SRP, etc.)—and unless the student has satisfied the minimum credit hour requirement, met the minimum GPA threshold required for degree completion, and is in compliance with all other policies governing graduate degree requirements (see the [Graduate Bulletin](#) for complete details).

For complete details, including instructions and checklists, please visit the “Graduation and Commencement” tab of our Portfolio Community site at <http://portfolio.du.edu/issta/page/54365>.

Tuition & Fees

Information pertaining to University of Denver [Tuition and Fees](#) may found on the Office of the Registrar’s website.

Additional policies and resources may be found online at:

- [Tuition, Fees and Financial Aid Policies and Procedures](#) (Graduate Bulletin)
- [Tuition and Fees](#) (Office of the Bursar)

Privacy of Educational Records & Access to Information

The University of Denver is committed to the safeguarding and accurate maintenance of student records. The Family Educational Rights and Privacy Act (FERPA) of 1974 provides students with a number of rights regarding their educational records.

More information may be found on the Office of the Registrar’s [website](#).

Student Resources

Summary of Campus Resources

We understand that graduate school can be intense and that students have rich and complex lives outside of the classroom. In order to maximize your time at the University of Denver and the Josef Korbel School of International Studies, we hope you will familiarize yourself with and take advantage of the many resources available to support your personal, academic, and professional well-being while on campus.

Below is brief list of helpful resources. Students with questions or concerns about connecting to appropriate resources and support services are encouraged to be in touch with the JKJIS JKJIS Office of Academic and Student Affairs.

Academic and Degree Resources:

- [Anderson Academic Commons](#)
- [Center for World Languages and Cultures](#)
- [Disability Services Program](#)
- [Graduate Bulletin](#)
- [Graduate Student Resources](#)
- [Institutional Review Board](#)
- [University Libraries](#)
- [Writing Center](#)

Career and Professional Development Resources:

- [DU Career Services](#)
- [JKJIS Office of Career and Professional Development](#)

Graduate Financial Aid Resources:

- [Office of Financial Aid](#)

Health, Safety & Wellness Resources:

- [Campus Safety](#)
- [Center for Multicultural Excellence](#)
- [Health and Counseling Center](#)
 - [Center for Advocacy, Prevention and Empowerment \(CAPE\)](#)
- [Office of Equal Opportunity](#)
- [Religious & Spiritual Life](#)
- [Richie Center for Sports and Wellness](#)
- [Sexual Respect & Office of Title IX](#)

International Student Resources:

- [Disability Services Program](#)
- [English Language Center](#)
- [International Student and Scholar Services](#)
- [International Student Groups](#)

- [Writing Center](#)

Student Life Resources:

- [Campus Faith Communities](#)
- [Center for Community Engagement & Service Learning](#)
- [Center for Multicultural Excellence](#)
- [Driscoll Student Center](#)
- [DU Clubs and Organizations](#)
- [Graduate Student Government](#)
- [International Student Groups](#)
- [JKJIS-affiliated Student Groups](#)
- [Pioneer Athletics](#)
- [Religious & Spiritual Life](#)

Technology Resources:

- [Canvas](#)
- [MyWeb](#)
- [PioneerWeb](#)
- [Portfolio Communities](#)
- [University Information Technology](#)
 - [New Student Support](#)
 - [Help Desk & Support](#)
 - [Service Requests](#)

Additional Student Resources:

- [Calendars](#)
- [Pioneer ID Card](#)
- [DU Housing & Residential Education](#)
- [DU Parking & Transportation](#)
- [Graduate Student Resources](#)
- [DU Office of Graduate Education](#)
- [Ombuds Office](#)
- [Support Services and Resources](#) (Graduate Bulletin)

Student Organizations

For students wishing to get involved outside of the classroom, extracurricular opportunities abound both at the Josef Korbel School of International Studies and the University of Denver in general. To learn more, please explore the following resources:

- [DU Clubs and Organizations](#)
- [International Student Groups](#)
- [JKSIS-affiliated Student Groups](#)

Additionally, the two primary graduate student organizations relevant to JKSIS/DU include:

The Josef Korbel School of International Studies Graduate Student Association (KGSA), which represents graduate students in all policy-making activities impacting student interests, promotes social and intellectual interaction between students; facilitates communication between various cultures with respect to diversity and creativity of individuals represented at the school, enhances broader understanding of the international environment, and encourages mature discussion of student concerns. The student government Executive Council includes a President, Vice President, Secretary, Representatives of the first, second, and PhD classes, and a past President, who is an ex-officio member of the council. The PhD and MA Representatives hold voting position on the Graduate Studies Committee, which directs the academic life of JKSIS. The PhD, MA and International Student Representatives all are voting members of the Faculty Council. For more information, please visit: <https://portfolio.du.edu/jksis.gsa>

The Graduate Student Government (GSG) is the DU graduate community's representative student government body. The GSG is designed to serve and advocate for graduate interests and concerns. For more information, contact the GSAC office at 303.871.3842, or visit: <http://www.du.edu/gsg/index.html>.

Funding to Attend Academic Conferences

Students that **present a paper** at a conference (relevant to their field of study) or conduct dissertation research can apply for funding through the JKSIS Graduate Student Association (GSA). Please note that funding has temporarily been suspended due to Covid; we hope to see it reinstated later in the 2021-2022 academic year.

If there is a balance remaining after receiving conference funding from GSA, the GSA board will evaluate and forward qualified applications to the Graduate Student Advisory Council (GSAC) to be considered for its Professional Development Grant.

A common application will be used to be considered for both funding opportunities and can be accessed on the GSAC website: <http://www.du.edu/gsac/resources.html>.

Conference reimbursement funding is limited and not guaranteed to all students. Reimbursements will come in the form of reimbursement checks for documented, accrued expenses indicated through original receipts.

JKSIS Research Centers, Institutes, and Clinics

The Josef Korbel School is home to a number of research centers, institutes and clinics that add depth and breadth to the school's commitment to integrating teaching, research and practical problem solving. Students gain enriching research and internship opportunities through these centers, where they work alongside and network with world-renowned scholars, practitioners and experts.

For more details, please visit the "[Faculty and Research Centers](#)" tab of the main JKSIS website.

Office of Career and Professional Development

Connecting Students with Career Opportunities

Students who begin their career development and job search efforts early in their graduate program are more successful in identifying and securing internship and employment opportunities. Employment and internship reports are available on the Josef Korbel School of International Studies [web site](#).

The Josef Korbel School of International Studies' (JKSIS) Office of Career and Professional Development's (OCPD) mission is to enhance career success through programming, education and networking.

We achieve this by providing:

- Career education through courses, workshops, events, and resources;
- Professional development through career coaching and opportunities to pursue practical experience;
- Opportunities for connections between students, alumni and employers through targeted and proactive marketing and relationship management.

The OCPD provides comprehensive services to JKSIS graduate students including:

Individual Career and Fellowship Coaching:

Students may schedule in-person, phone or Skype appointments for assistance with a variety of topics including: identifying internship/practicum, career and fellowship opportunities, developing action plans, cultivating professional relationships through networking, building targeted employer lists, reviewing application materials, preparing for interviews and negotiating an offer.

Courses, Workshops and other Career Preparation Programs:

Career Development Workshops and Information Sessions

These programs help students develop the skills needed to successfully secure a targeted internship, fellowship or job.

Job Search Club

Designed for students in their final quarter and recent graduates, the Job Search Club, facilitated by staff, meets for several weeks and offers participants peer support and encouragement. Participants are accountable for developing and carrying-out a job search strategy.

Resources:

The OCPD provides current and tailored resources, when possible on-line for 24/7 access to help JK SIS graduate students conduct successful internship/practicum and job searches in their field.

Online: Pioneer Careers and Korbel Careers

Matriculated JK SIS students and alumni who have attended the OCPD orientation may access the one-stop Office of Career and Professional Development password-protected websites:

Log in to **DU.edu/PioneerCareers** with PioneerWeb credentials, for job, internship, and fellowship listings; access to internship registration; event information and registration and more.

Log in to **KorbelCareers.du.edu** with a student ID as the User Name and the Password for customized career resources. These include job search resources, employer reports, a list of past internship sites, and career guides.

Career Resources in the Office of Career and Professional Development

Sample resumes, past internship reports, employer brochures and job search books such as working abroad directories, directories of non-profit organizations, occupational information and more are available in the Office of Career and Professional Development.

Employer Connections:

JK SIS staff and faculty proactively establish relationships with prospective employers. As a member of the Association of Professional Schools of International Affairs (APSIA), JK SIS participates in numerous employer development and outreach events and activities throughout the year and provides opportunities for students, alumni and employers to connect. Below are some of the opportunities, sponsored by the OCPD, for students to network with alumni and other employers:

Career Conversations:

These events, often offered over breakfast or lunch and co-sponsored by the Office of Career and Professional Development and the Office of Alumni Relations, give students the opportunity to network with alumni representing employers hiring JK SIS students for internships and jobs. Recent employers represented include One Earth Future, RBI Strategies, International Republican Institute, Joining Vision and Action, Lynx Global Intelligence, and Western Union.

Professionals-in-Residence:

Alumni and friends of JK SIS are invited to present and discuss personal experiences in their fields. Recent presenters have represented a variety of employers including IDE, John Snow, Inc., Velocity Global LLC, One Earth Future Foundation, Arrow Electronics, U.S. Government Accountability Office, DigitalGlobe, Deloitte and many others.

Washington D.C. Career Connections Program:

Each year, this trip to Washington D.C. provides students an overview of the D.C. job market and opportunities for career exploration and networking with key alumni and employers. More cities may be added in the future.

Recruiting Events, Career Fairs and Networking Forums:

The office coordinates many career events to connect students with employers including career fairs, employer information and recruitment sessions, panels, presentations and forums and networking receptions.

LinkedIn

Students are invited to join the *University of Denver: Josef Korbel School of International Studies* LinkedIn Group with more than 2,000 alumni and student members and growing. This is a forum for requesting informational interviews and allows members to follow discussions on career trends.

Office of Career and Professional Development (OCPD) Terms of Use:

OCPD staff look forward to helping students reach their career goals. In order to create a successful professional partnership with our staff and to utilize our services, we require adherence to the policies of the OCPD as outlined below.

1. Students are expected to represent themselves and their experiences accurately and honestly in all written and oral communications with the OCPD, prospective employers, and alumni.
2. Students are expected to act in a professional and respectful manner in all meetings, events, correspondence, trips, and networking opportunities.
3. After attending the OCPD orientation session, it is highly recommended that students log in into the Pioneer Careers and Korbel Careers web sites, attend events, and schedule career advising meetings throughout the graduate program to maximize career success.
4. The OCPD staff will review resumes uploaded into Pioneer Careers and will respond with feedback within 3 business days.
5. Students may schedule career coaching appointments with OCPD staff members. Students are expected to provide all available materials (i.e. resume, cover letter, position description) relevant to the appointment to the staff with whom they are meeting at least one full business day in advance of the appointment.
6. Cover letter reviews and detailed resume reviews are done through appointments and are not conducted via email.
7. The OCPD offers drop-in hours that provide students the opportunity to meet with an OCPD staff member to receive answers to quick questions without making an appointment in advance and do not require pre-submission of resumes or cover letters.
8. We kindly request a minimum of 24 hours notice when canceling an appointment, except in the case of an emergency. Failure to give 24 hours notice, repeated cancellations and/or failure to show for events or appointments may result in the loss of access to OCPD services including career coaching and access to Pioneer Careers.

9. The OCPD keeps fees to a minimum. Any fees paid to the OCPD are nonrefundable, unless otherwise stated in advance of payment.

It is the OCPD's expectation that students have read and agreed to all policy terms as stated above. For questions or concerns, please contact the OCPD at KorbelCareers@du.edu or 303-871-4490.

Thinking About a PhD?

A number of MA students come to JK SIS with an interest in pursuing a PhD degree, either immediately after the MA or a few years down the road. Others discover in the course of their MA studies that they are interested in PhD work. **Are there any particular things that such students should do during their MA work to better prepare them for doctoral studies? Probably not.** But there are some things to keep in mind.

First, the **JK SIS PhD program is rather small, and the competition for entry fierce.** Given the high level of competition for entry to any PhD program in the United States, never set your heart on one school. And if and when you do apply, apply to a wide array of programs at top schools and middling schools to maximize your chances. But please note: if you do not have high GRE and GPA scores (especially at the undergraduate level) -- perhaps the most important indicators a program is looking for -- then you are likely to be disappointed.

Second, it is unlikely that a PhD program you apply to will put great importance on the courses you have studied at the MA level, but it may be worth thinking about the following. PhD study, even in APSIA schools, is much more focused on disciplines and fields -- not to the exclusion of, but in addition to, interdisciplinary perspectives and work in particular substantive areas. Therefore, you should at least **begin thinking about fields.** (Most PhD programs require two.) And you probably ought to take four or five coherently integrated courses in one field, with a bit more attention to breadth in the field than your MA degree requires.

PhD work also tends to be somewhat more theoretical in its orientation. Therefore, where you have a choice between courses, you might want to consider taking the more theoretical option. This may involve choosing different courses, different instructors (consult with the field director or the student grapevine), and elective courses that are more characteristic of a PhD program. And although whatever PhD Program you apply to will have its own system of training, you could get a head start with some of the JK SIS MA classes that focus on epistemology and the philosophy of science and on issues directly connected to carrying out research. INTS 4010 Epistemology, INTS 4500 Social Science Methodology and INTS 4522 Philosophy of Social Science are good examples. Don't be afraid of "PhD oriented" classes or classes that PhD students tend to gravitate to. Quite the contrary; seek them out. They are likely to suit your inclinations -- and if they don't, then you may learn something important about your suitability for PhD work.

Third, use your first year at JK SIS to **produce a good writing sample** for your PhD application. It need not be unusually long or wildly original. In fact, a good 20-30 page paper is pretty typical. (*An MA thesis, while not a bad idea, will be completed after you have applied for PhD programs, if you are going on directly.*) It should, however, be good work, as polished as you can make it, and **clearly academic** in orientation. You need to show real academic interests in your writing sample. One thing to consider is working on a paper, or parts of it, in two courses. (Make sure the instructors are aware of and approve this.) Or do a 3-credit independent study to turn a course paper into a much stronger piece of work to use for your writing sample.

And finally, **get to know at least one, and preferably two, instructors well enough that they can write good, detailed letters of recommendation for you.** And try to pick instructors who have a national and/or international reputation. After your GREs, letters are the most important thing in your application file. Finally, don't take any of this -- except the recommendation about writing -- too seriously. And take advantage of your

two-year MA program. Explore. Specialize. Pursue your interests. Develop your talents. Try to figure out your strengths and weaknesses and where you want to go. If a PhD is really right for you, it will probably work out.