

Graduate Program in Political Science: Requirements, Rules, and Regulations

Current as of September 15, 2015

1. Graduate Director

The Chair of the Political Science department will appoint a Graduate Director who will be a member, ex officio, of the Graduate Program Committee. The Graduate Director will be available to all graduate students for consultation about applicable rules and their interpretation and for any other matters pertaining to student progress in the Program. Students may appeal rulings of the Graduate Director to the Graduate Program Committee and from there to the Chair of the Political Science Department.

2. Normative Time to Degree

The normative time to degree for Ph.D. students in Political Science is six years, the maximum time to degree is seven years. Exceptions to these rules can only be made under extraordinary circumstances.

3. Undergraduate Preparation-Statistics

Students are expected to have successfully completed course work resulting in knowledge of basic introductory statistics. (This means that students need to know basic descriptive and inferential statistics, including the use and calculation of a mean, standard deviation, variance, proportion, correlation coefficient, regression coefficient, z-score, t-value, chi-square, and the construction and interpretation of a confidence interval and a hypothesis test. They should also know the meaning of "significance" and how to construct and interpret a contingency table. This is normally completed in three quarters of undergraduate statistics.) Students who do not have this preparation must acquire the equivalent background during the first or second year in graduate school. Undergraduate statistics courses are considered to be remedial, and thus will not count toward graduate course credit needed for the Ph.D. They can, however, count toward the 48 credits needed for an M.A. degree, but must be counted as non-political science classes. This requirement may be also satisfied by taking two graduate level courses in statistics.

4. Advising

The Graduate Director will assign each graduate student a provisional faculty advisor for consultative purposes, especially regarding the substance of the student's program. These assignments are for up to one year only. After the first year, the provisional assignment expires and the student has to choose an advisor. The advisor can be changed at any time at the student's request. To make such a change, the student should ask the new advisor for an email confirmation and then forward such an email to the departmental analyst.

5. Research Skills Requirement

University rules require a student to pass a proficiency test in a foreign language. For the Ph.D. in Political Science, students may substitute mastery of an advanced quantitative skill or an advanced qualitative skill in place of a foreign language. This requirement should be fulfilled before advancing to candidacy. Students should select a skill whose mastery is necessary for preparation of the dissertation.

To acquire a quantitative skill (which could involve coursework in such disciplines as economics, mathematics and computer science, or statistics), students must complete at least one year of upper-level, undergraduate or graduate coursework in mathematics, economics, computer science or statistics beyond the required minimum of two quarters of introductory statistics, and they must receive a grade of at least a "B" in each quarter. For example, this requirement could be met by taking such courses as econometrics, linear algebra, advanced multivariate regression, or courses in computer science.

To acquire a qualitative skill, students must complete at least one year of graduate-level coursework in qualitative or interpretive research methods, and must receive a grade of at least a "B" in each quarter. Students may also use a combination of qualitative and quantitative courses for this requirement.

A student electing to meet the foreign language requirement should select a foreign language which is useful for research in his or her dissertation or in which there is a substantial body of scholarly literature. The language exam will require the student to translate a professional article in the foreign language into English, in limited time, using a dictionary, with summarizing permitted for much of the material. The language requirement need not be completed before advancing to candidacy (although this is strongly encouraged), but must be completed before the Ph.D. is awarded.

Each field within the department may require additional skill development for students who chose to specialize in that field.

6. Course Requirements

Prior to advancement to candidacy, each graduate student must complete a minimum of 18 graduate courses (72 units) of which at least 12 (48 units) must be in the Department of Political Science and up to 6 (24 units) may be in cognate disciplines.

During the first two years in the doctoral program, students must successfully complete three of the following five seminars: Field Seminar in American Politics, Field Seminar in Comparative Politics, Field Seminar in International Relations, Field Seminar in Political Theory or Foundations of Political Science. (For the list of courses that count as Field Seminars please see Appendix 4.) Each doctoral student must complete a major field that must come from the following list: American Politics, Comparative Politics, International Relations and Political Theory. (See Appendix 1 for field-specific requirements.) Each student must complete a second field, which may come from (A) one of the four listed above, (B) from an area of faculty strength, such as democracy studies, political psychology, public choice, ethics, methodology, critical theory emphasis, race and ethnicity or public law, or (C) from a specialized area of interdisciplinary study. If the student chooses the specialized area of interdisciplinary study (C), this area must be approved by the student's advisor and the graduate committee.

Students must complete 3-5 courses in their first field and 3-5 courses in their second field. The precise number is to be determined in each field by the field faculty. The field seminar in each field counts as one of the required courses. (See Appendix 2 for detailed rules for second fields.)

All graduate students will be required to perform satisfactorily in a minimum of three courses (twelve units) each quarter for two years, for a total of eighteen courses (seventy two units). If

graduate students are Teaching Assistants, the requirement will be only two courses per quarter. Of these eighteen courses, a minimum of twelve must be approved as graduate courses in political science. The Graduate Director may certify some courses taught by other departments as “political science” for purposes of this requirement (no more than two). Any student who is unsure about whether a course counts as a “political science” course for the purposes of meeting this requirement should speak to the Graduate Director. Of the three courses each quarter, two must be graduate level and one may be upper division undergraduate or SS 399 (which can be taken during quarters in which a student is appointed as a Teaching Assistant). The above requirements are minimums. Students are free to take additional courses in any quarter and are encouraged to do so.

Note: By University rule, a student must enroll in three upper-division or graduate courses each quarter to maintain satisfactory progress. Any graduate student serving as a Teaching Assistant may enroll in SS 399, University Teaching to meet this three course requirement for full-time enrollment. SS 399 does not count, however, towards meeting the Program requirement of eighteen graduate-level courses. Upper-division courses taken to fulfill workload requirements also do not count towards the Program requirement of eighteen graduate courses, unless specifically approved (see “100 level courses” below).

7. 299 Courses

A student may normally obtain credit for no more than two 299’s to be counted toward the 12 required courses in political science for the Ph.D. Any courses that are to be counted must be graded; to be graded, some written work must be completed, with its content to be agreed upon between the student and the faculty member sponsoring the course.

A student who completed all coursework may register in “Pol Sci 299” for 1-12 credits in order to maintain full-time status. This course may be taken repeatedly with the student’s advisor and will be considered as a four-credit (or less) course for course counting. The advisor sets appropriate requirements for completion.

8. 100-level (upper-division) Courses

100-level (upper-division undergraduate) courses count toward full-time status, but (with the exception of statistics) cannot be counted toward the 48 units needed for the M.A. or the 72 units needed for the Ph.D. degrees. A student seeking to take a course at the 100 level and wishing to obtain graduate credit should register for it as a 299 (directed study) and do work that the instructor will certify in writing is worthy of that done for graduate credit.

9. Additional Courses

Students may take more than 18 graduate level classes prior to advancement to candidacy. Additional courses and/or independent study courses may be advisable in individual cases.

10. Credit for Courses Taken Elsewhere

Where a student has an M.A., Ph.D., or coursework from a creditable institution, we will allow a transfer of credits for up to six courses. No more than three of these will count toward the requirement to take twelve graduate-level courses in political science.

Students can obtain credit for courses only after admission to the Program and only after written petition to the Graduate Director for credit. The Graduate Director will make a recommendation to the Department based on this petition.

11. Twelve courses in political science required for PhD

Normally, the number of courses in Political Science taken at our Department must be at least twelve. Students may petition the Graduate Director to count other courses for the purposes of fulfilling this requirement. Available options include 299 courses (no more than two); courses taken at other departments (no more than two); courses transferred from other M.A. or Ph.D. programs (no more than three). After subtracting all releases described above, the total number of courses in Political Science taken at the Department must be at least nine.

12. Qualifying Papers for Candidacy

In addition to completing at least 18 graduate-level courses prior to advancement to candidacy, students must complete two qualifying papers. The first qualifying paper must be completed and approved by the end of the Winter quarter of a student's second year in the program; the second qualifying paper must be completed and approved by the end of the Winter quarter of a student's third year in the program. There must be two faculty readers on each qualifying paper and only one faculty reader may serve as a reader on both papers.

These papers will be proposed by the student and each will require consultation with two faculty members. Each paper will be accepted as meeting the requirement when approved by both members of the supervisory committee. One of the two faculty supervising each paper must be from within the Department of Political Science. In choosing their topics students will be expected to pursue wide-ranging methodological skills and to develop knowledge about diverse political systems and cultures in different geographic areas. See Appendix 3 for detailed Qualifying Papers Rules.

13. Credit for Master's Degree—Substitution for One Qualifying Paper

A student who has a Master's degree from some other institution or unit of the University and who has written a substantial paper in fulfillment of the requirement for this degree may submit that paper to the Graduate Director for approval in lieu of one of the two required papers. The master's paper so submitted will be assessed by at least two faculty members for possible approval as a substitute for a qualifying paper.

14. General Qualifying Examination – Advancement to Candidacy

Students who have completed their coursework and paper requirements should consult with the Graduate Director or the advisor on the procedure for advancement to candidacy.

A student ready to qualify for Ph.D. candidacy will meet with faculty members twice. The first time, the student will meet with his/her candidacy (or "advancement") committee for an oral qualifying exam. At the advancement exam, the student will be examined on two fields of his/her choice, in accord with that student's qualifying papers and coursework (his/her first and second fields). Passing this exam constitutes advancement to Ph.D. candidacy. The second time (meeting), within six months following the advancement to candidacy exam, the student will meet with his/her dissertation committee for a dissertation prospectus review. At the second meeting, the student will be queried about the dissertation prospectus, which he/she will distribute to the committee ahead of time.

Students should pass the advancement to candidacy examination before the end of their 8th quarter in the Ph.D. program. All students must pass the advancement to candidacy examination by the end of their 10th quarter in the Ph.D. program. Students who do not advance to candidacy

as required will lose financial support and face possible termination from the Ph.D. program. The advancement to candidacy examination is an oral examination.

Students who face extraordinary circumstances may petition the Graduate Director for an exception to these rules. The Graduate Director will decide on these petitions in consultation with the Graduate Committee and the student's advisor.

The student plus members of the advancement to candidacy committee in consultation with the committee chair will establish the parameters of the exam one month prior to the scheduled date of the exam. At the exam, the student will be expected to be conversant with the material covered in courses in the two fields s/he has chosen, be conversant with material in reading lists drawn up in consultation with committee members; and be prepared to discuss the general topics covered in her/his two qualifying papers. He/she will be expected to be conversant with the principles, theories, broad concerns and themes, major works, and methodologies pertinent both to the papers and to the modules within which they lie (as covered in relevant course syllabi or as suggested in reading lists prepared by the committee members).

In accordance with University requirements, the advancement examining committee (Candidacy Committee) for the qualifying exam must consist of five members. At least two members in addition to the Chair must hold either a primary or joint appointment in the student's department or academic unit. There can also be as many as three (besides the chair) from the department. There must be one member from outside the department but from UCI. It is desirable that this individual be familiar with the student's research field. If the student wishes to include a member who is not a faculty member at UCI, s/he should speak to the graduate director well in advance of the advancement exam. The inclusion of a non-UCI faculty member as an advancement committee member must be approved by the Department and the Office of Graduate Studies.

The Dean of Graduate Studies retains sole authority to grant these exceptions, which must be submitted in writing by the chair of the academic unit at least two weeks prior to the scheduling exam, and must be accompanied by a c.v. of the individual for whom the exception is being requested. The Graduate Director will consult with the student when nominating this committee. The actual appointment of Committee members is made by the Dean of Graduate Studies.

The student should prepare copies of both qualifying papers for each member of the committee. If one of the papers is in the same area as the proposed dissertation, the student should indicate that to committee members. If none of the papers is related to the dissertation, the student should indicate that to committee members.

15. Student Progress Evaluation and TA Eligibility

At the end of each year a written evaluation of each student will be prepared by the faculty. Suggestions will then be made to the student about his or her program and progress. A copy of this evaluation will be given to the student and another copy placed in the student's file. Evaluations are based upon a wide range of criteria, including GPA, TA evaluations, class performance, quality of written work, number of incompletes, number of qualifying papers completed, and outside activities, if any (conference paper presentations, fellowships awarded, and publications). A positive evaluation is called being in good standing. Declaring a student to be in good standing doesn't mean that the student completed all requirements or that such requirements were waived. Students are responsible for completing all requirements according to the schedule.

Except under extraordinary circumstance to meet departmental needs, the Department will not normally appoint as Teaching Assistants students who do not complete one qualifying paper by the end of the Winter quarter of a student's second year in the program. Students who do not successfully advance to candidacy by the end of their 10th quarter in the Ph.D. program will lose financial support and face possible termination from the Ph.D. program.

Several other circumstances will normally result in the loss of TA eligibility. No student with an incomplete in a Field Seminar course that is more than one year old (from the beginning of the quarter in which the Field Seminar course began) will receive a TAship. No student, prior to advancement to candidacy, may have an incomplete for more than two years and receive a TA appointment. No student with three or more incompletes received in the space of three consecutive quarters will receive a TAship until the total number of incompletes in the most recent three quarter period is reduced to two or fewer. No student with four or more incompletes will receive a TAship until the total number of incompletes is reduced to three or fewer. All students must complete the undergraduate statistics requirement (or be exempted from it) by the end of the second year in the program in order to maintain TA eligibility.

Exceptions to these rules can only be made under extraordinary circumstances.

16. Master's Degree

Students will be admitted only to study for the Ph.D. However, upon a student's request, a faculty committee may award the Master's degree. This committee will be composed of the student's advisor, the Graduate Director, and the principal faculty member for whom the required qualifying paper (see below) is written. (If two or more of these would be the same person, other readers of the paper will be appointed to constitute a committee of three.) The committee will normally grant the M.A. to a student who meets the following requirements:

- Completion of 48 units of graduate course work, not counting 299's, with a grade of B or better in each course. No more than 12 of these units may be from work at other institutions, and at least 24 must be from courses taught within the Department. The courses providing these units must include credit for the first year sequence required of all graduate students.
- Completion of the Department's undergraduate statistics requirement or exemption from it at the time of admission.
- Completion and acceptance of one qualifying paper, written within the department and judged by the committee to be of sufficient quality.

NOTE: A university requirement for the M.A. degree is that a student be "advanced to candidacy for the M.A." in the quarter before the degree is granted.

17. Doctoral Thesis Committee

The Doctoral Committee supervises the final phase of the student's graduate study and approval of the dissertation. It ordinarily consists of three members. The Chair must be a member of the Department of Political Science. At least half of the members of the committee must be from the Department of Political Science; the total number of members on the committee is variable, with three as the minimum. The Doctoral Committee is nominated by the Candidacy Committee at the time of the qualifying examination with

the concurrence of the student, the Doctoral Committee chair, and the Graduate Director. If necessary, changes may be made at a later date by submitting a memo to the Division of Graduate Studies. This should be done by the chair of the committee. Ordinarily, members of the Candidacy Committee continue as members of the Doctoral Committee, but others may be nominated. The Dean of Graduate Studies appoints members of the Doctoral Committee based on the nominations.

18. Prospectus Defense

For the thesis prospectus defense (which must take place within six months following the advancement to candidacy exam), the student should supply the members of the thesis committee (see article 16 above) with a 15-30 page proposal, specifying the intellectual issue to be addressed, the methodology to be employed, and an overview of the pertinent literature and types of data to be consulted/utilized. The session will entail discussion of these matters and will aim to reach agreement between the committee members and the student as to how to proceed.

19. Colloquium

Each student will give a presentation to a department colloquium on her or his dissertation research before obtaining the Ph.D. degree. This presentation is normally scheduled when the student is preparing for the job market: it can thus serve both as a job talk at which the student can obtain useful feedback and an important socialization tool for other students in the program. It also keeps the department abreast of how and what our students are doing.

Under exceptional circumstances which might delay a student's graduation, s/he may petition to substitute the colloquium talk with another invited presentation or workshop. The substituted presentation should be roughly equivalent to the department colloquium, in that the student should give a substantial presentation and get substantial feedback. In such instances, the student should make a written request to the Graduate Director with the description of all presentations. The Graduate Director may consult with the Graduate Committee on the merits of the request.

20. Oral Defense of the Dissertation

Students will be examined orally on the dissertation. They may also expect this examination to cover the field in which the dissertation was written. All members of the doctoral committee must attend this meeting in person or electronically.

21. Policy regarding termination of graduate students on grounds of excessive time in program

Students should pass the advancement to candidacy examination before the end of their 8th quarter in the Ph.D. program. All students **must** pass the advancement to candidacy examination by the end of their 10th quarter in the Ph.D. program. Students who do not advance to candidacy as required will lose financial support and face possible termination from the Ph.D. program.

These times do not include formal leaves of absence during which the student was absent from scholarly work. The Graduate Director will implement this rule in consultation with the Graduate Committee and the Department as a whole. In implementation, they may consider whether:

- At least two faculty members in the department are willing to advise the student.
- There is evidence of potential for completion of the degree.

Any student who exceeds the time limits will normally lose eligibility for further

financial support from the department.

22. Concentration in Public Choice

Students can earn the Ph.D. in political science with a concentration in public choice. All of the program rules above apply. Additionally, students are expected to take the concentration's core course sequence among their 18 graduate courses, and to write a dissertation on a topic related to the concentration. The public choice core sequence is 3-quarters long.

The content of Appendixes is presented for informational purposes only and may be changed annually by Graduate Director to reflect changes in field course offerings, names of field coordinators etc.

APPENDIX 1: REQUIREMENTS FOR MAIN FOUR FIELDS

Current main field coordinators:

American Politics: Marty Wattenberg

Comparative Politics: Dorie Solinger

International Relations: Cecelia Lynch

Political Theory: Kevin Olson

A: AMERICAN POLITICS FIELD CURRICULUM

The American Politics field explores the theory and practice of politics in the United States. It encompasses governing institutions like Congress and the presidency, electoral behavior like voting and participation, as well as vital questions related to race, ethnicity, and gender, interest groups and lobbying, public opinion, media effects, the bureaucracy, American political development and on and on.

Beyond its substantive breadth, American Politics scholarship is also noteworthy for its theoretical and methodological diversity. Familiar approaches span a vast analytical landscape, from rational choice models to detailed historical analysis, randomized experiments to survey research, qualitative case studies to large n statistics. Understanding and honing research skills is therefore integral for anyone engaging the AP literature, not to mention contributing to it.

UC Irvine's five-course American Politics curriculum introduces students to these various substantive foci and methodological tools, with the primary objective of preparing students to execute sophisticated original research about American Politics. So although the requirements below are purposefully open-ended, students should not merely satisfy them serendipitously; instead, students should fashion a curriculum befitting their own substantive interests and research needs.

1. All AP students must take the following "required course"...

Required Course

Research Design

2. ...plus at least two of three AP "core courses"...

Core Courses

American Politics Field Seminar

US in Comparative Context

Race, Ethnicity, and Gender

3. ...plus at least two additional AP “elective courses,” including but not limited to...

Elective Courses

American Political Development

Courts

Legislative Institutions

Multiculturalism

US Ethnic Politics

Political Participation

Political Psychology

Postwar Presidents

Public Opinion

State & Local Politics

Elections and Voting Behavior

US Presidency

Note: This elective course list is neither exhaustive nor exclusive. Courses with a comparative bent, for example, can satisfy this requirement if there is also substantial focus on the United States. As always, the ultimate decision will reside with the AP Field Coordinator.

B: COMPARATIVE POLITICS FIELD CURRICULUM

The Comparative Politics field investigates politics by comparing its elements across different contexts. These elements include governing institutions and individual behavior.

In addition to the eclectic substantive interests, the Comparative Politics field is distinguished by its methodological diversity. Familiar approaches include rational choice models, historical institutionalism, process tracing, randomized experiments, survey research, qualitative case studies, mixed methods approaches, game theoretic approaches, Bayesian analysis, and large-N econometrics. Developing research skills is therefore critical for anyone hoping to engage the comparative politics literature.

The UC Irvine Department of Political Science’s five-course Comparative Politics curriculum introduces students to these various substantive foci and methodological tools, with the primary objective of preparing students to execute sophisticated original research within the realm of Comparative Politics.

1. All CP students must take the following “required courses:”

--*Research Design* (includes logic of inquiry, and some or all of the following: comparative concepts, operationalization, data collection, cases, typological theorizing, methods)

--*Introduction to Comparative Political Behavior* (includes voting, participation, public opinion, elections and feature “classics,” old and new)

--*Introduction to Comparative Politics Institutions* (features standard “classics” on politics at macro level, old and new)

2. CP students must take at least two “elective courses” chosen from among the following*:

Political Participation

Public Choice

Public Law

Comparative Public Law

Human Rights

New and Old Democracies

Qualitative Methods

Citizenship

Logical Models in the Social Sciences

Comparative Constitutional Politics

Comparative Judicial Politics

Introduction to Game Theory

Political Culture and Democracy

Citizenship Politics

Politics of Advanced Industrial Democracies

Citizenship in Developing Countries

State in Comparative Perspective

Voting and Elections

Latin American Politics

Southeast Asian Politics

E. Asia Political Economy

Regime Change in East Asia

US in Comparative Perspective

Introduction to Voting Theory

* The Comparative Politics Field Coordinator will resolve answer any questions, resolve disputes, and/or grant waivers as needed.

C: INTERNATIONAL RELATIONS (IR) FIELD CURRICULUM

International Relations is the fastest-growing field of study in Political Science. It seeks to understand and explain phenomena that transcend national borders by analyzing international, global, transnational and/or regional problems and processes. Topics addressed in IR include war and peace; the relationship between global political and economic processes and their regional and local manifestations; the development and workings of international institutions, organization and law; international cooperation on the environment, security, health, and other issue-areas; the gendered nature of global relations; and religion, race, ethnicity and other forms of identity that transcend borders.

International Relations in Political Science at UCI is methodologically pluralist, using approaches including formal models, statistical analysis, case studies, institutionalism, constructivism, poststructuralism and interpretivism.

The UC Irvine Political Science Department’s five-course IR curriculum is designed to provide graduate students with a strong foundation in the four subfields and range of methodologies in the discipline, train students broadly and deeply in the theories and concepts appropriate to specific subfields and issue-areas that cut across them, and allow students to develop and complete innovative dissertations in a timely fashion.

All IR students must take two required “foundational” courses:

Field Seminar in IR Theory

Methodology and Research Design in IR

All IR students must take two courses from the following “core” list of major subfields and approaches:

IR Survey Course (co-taught)

International Security

Institutional Theory

Constructivism

International Political Economy

International Cooperation

Decision-Making in Foreign Policy
International Law

All IR students must take *at least one* “elective” course, choosing from the following list (to be updated every 2-3 years), or from other courses added annually by the IR Field Coordinator. Of course, students will greatly benefit professionally from taking more than one of these courses:

<i>Globalization and Its Discontents</i>	<i>Counter-Insurgency</i>	<i>Religion and Secularism in IR</i>
<i>IR Theory and East Asia</i>	<i>Latin America</i>	<i>International Illegal Flows</i>
<i>International Trade</i>	<i>The Global South</i>	<i>Immigration and Citizenship</i>
<i>Ethics and IR</i>	<i>Gender and IR</i>	<i>Weak States</i>
<i>Political Order</i>	<i>Research Workshop</i>	<i>The Global Environment</i>

The IR faculty strongly encourages students to develop competence in at least one foreign language to fulfill the Advanced Skills requirement. We also encourage students to train broadly in methods and research design. In addition to statistics, the department offers courses in Interpretive/Qualitative Methods and Formal Methods. The IR Field Coordinator, whenever possible in consultation with the IR faculty group, will answer questions and resolve any issues regarding additional or substitute courses.

D: POLITICAL THEORY FIELD CURRICULUM

The Political Theory field explores fundamental questions of political thought. The program is strongly committed to intellectual and theoretical diversity and aims to bridge divisions between various paradigms and traditions of political theory, between the history of political thought and contemporary political theory, and between theoretical and empirical forms of inquiry.

The program is designed to equip students with sophisticated skills of interpretation and argumentation, a refined understanding of the rich literatures of social and political theory, and a firm grasp of issues of great interest and currency in the field. These include central questions and controversies in the history of political thought, as well as a wide array of developments in 20th century and contemporary political theory. The former encompass debates about key thinkers and developments in the history of political theory and questions regarding the nature of interpretation and historical explanation. Among the latter are new developments in contemporary European and American political theory; recent disputes in democratic theory, critical theory, and poststructuralism; ongoing controversies regarding multiculturalism, diversity, and identity politics; pressing issues of political ethics; critical analysis of key concepts and phenomena, such as colonialism and imperialism, power and freedom, equality and inequality; vigorous discussions of the interplay between language and politics; and lively arguments about the philosophical and methodological foundations of political inquiry.

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1. All Political Theory students must complete four graduate seminars in political theory. These must include the Political Theory Field Seminar and three additional graduate seminars in Political Theory, Pol Sci 239 or equivalent. The courses chosen to fulfill this

requirement must be offered by at least two different faculty members. Independent Study (Pol Sci 299) does not count toward the basic four-course requirement. The Political Theory Field Coordinator will resolve any questions about whether a particular graduate seminar satisfies part of the requirement.

2. All Political Theory students are expected to participate regularly in activities organized by the Political Theory Group.
3. Students pursuing Political Theory as their primary research specialization are expected to acquire broad and deep knowledge of the literature in the field. This will involve additional coursework beyond the four-course minimum, with students devising a program of study that is appropriate to their intended research emphasis in close consultation with their academic advisor. It will also require self-directed reading, and may include study in cognate fields and programs outside the department.
4. Students pursuing Political Theory as their primary research specialization are also expected to develop fluency as soon as possible in at least one foreign language to a level sufficient to engage in research in that language.

APPENDIX 2: RULES FOR SECOND FIELDS

The second field may come from:

- (A) One of the four main fields. The rules for main fields apply;
- (B) From an area of faculty strength. Such fields provide a brief description and a list of associated faculty, have a designated coordinator, list relevant courses, how many of them must be taken and which are required.

Present fields include (contact the coordinator to confirm; the list will be updated periodically):

- public law (Tony Smith)
- political psychology (Kristen Monroe)
- ethics (Kristen Monroe)
- methodology (interim coordinator Bernie Grofman)
- public choice (Bernie Grofman)
- democracy studies (Louis DeSipio)
- critical theory emphasis (Kevin Olson)
- race and ethnicity (TBA)

(C) From a specialized area of interdisciplinary study. This area must be approved by the student's advisor and the Graduate Committee. The student must email the graduate director with a brief description of proposed field and a list of courses that s/he plans to take.

General rules applicable to all options: Each student must take 3-5 courses in the field. Only one course may count for two fields. The second field cannot be a simple subset of the first field. Under unusual circumstances, students may petition the graduate director for waivers. Before choosing the second field, students should talk to the coordinator to confirm reasonable course availability in the field over their course of study.

APPENDIX 3: QUALIFYING PAPER RULES (supplementing the program rules)

When a student gets consent from two faculty to be readers, it is expected that:

1. The review process by a faculty will be normally concluded within one month from submission with two extra weeks if needed. If a faculty is on leave or if the paper is submitted shortly before summer break, those deadlines are negotiable.
2. The decision of a faculty member must be one of the following: Accept (A), Revise and Resubmit (R&R), Reject (R). The decision is supplemented by a list of specific changes that the student is supposed to implement;

A: No further action by the student is needed in order to conclude the review process by this particular reader. The student is not required to make any changes - they are optional;

R&R: The student must prepare a revised paper. S/he must provide a precise description of all changes that were implemented, i.e., unless the reader marks certain comments as not requiring response, for EVERY comment there must be a detailed reaction describing the changes that were made in response to this comment and the specific place in the revised paper where they appear (or an explanation why changes were not made). When a paper receives R&R, it is normally expected that the next decision will be made within one month after submitting the revised version. This revision process will be repeated if necessary.

R: The student may abandon the paper or look for another faculty to review it. Every request for reviewing a paper that was rejected in the past must be accompanied by a list of faculty who accepted and rejected the paper before.

The qualifying paper is accepted when it is accepted by two faculty members.

In addition to receiving and responding to detailed comments, it is expected that students and faculty will discuss the paper's strengths and weaknesses, so that the student knows how to improve. The process of R&R is essential for helping to socialize students into academic writing with the goal of producing strong dissertations and publications.

APPENDIX 4: List of Field Seminars 2015/16 (updated periodically). Please check our website for the list of Field Seminars for the present or next academic year.

American Politics: Winter: Graeme Boushey, Core in American Politics;

Comparative Politics: Fall: 252A Dorie Solinger, State in Comparative Perspective and Carole Uhlaner, PS 219 Collective Action; Winter: Jeff Kopstein, Dictatorship and Democracy; Spring: Comparative State Formation, Kamal Sadiq;

International Relations: Only core courses in 2015/16;

Political Theory: Winter 2016: Pol Sci 231B: Interpretation, Keith Topper;

Other courses may also be designated as Field Seminars; the names of courses may slightly vary. If you have any doubts whether a specific course counts as a Field Seminar, please ask directly Field Coordinators.

Courses that count for stats requirement:

Intro Statistics 1 and 2 by Bernie Grofman

Predictive Models by Rein Taagepera (also counts for Research Skills requirement)

APPENDIX 5: Checklist

Doctoral Program Timetable

Progress in the Ph.D. program in Political Science consists of fulfilling specific requirements in a timely fashion. This document outlines the requirements and a schedule for completing them. The packet also includes the forms that you will need to complete and submit to the Department in order to document your fulfillment of the requirements. Please note: this timetable and checklist are for your convenience only. The Graduate Program Rules include definitive rules and requirements.

Requirement	Recommended completion	Deadline
Undergraduate Statistics	First year (or upon entry)	Before advancement to candidacy
Advanced Research Skill	End of third year	Before advancement to candidacy (Language before the defense)
Courses for First Field	-	Before advancement to candidacy
Courses for Second Field	-	Before advancement to candidacy
3 Field seminars 12 Political Science courses 18 courses total	- - -	Before advancement to candidacy
Qualifying Paper 1	-	End of Winter quarter, 2nd year*
Qualifying Paper 2	-	End of Winter quarter, 3rd year*
Oral Examination (Advancement to Candidacy Exam)	End of 8 th quarter	End of 10 th quarter*
Dissertation Prospectus Defense	-	Within 6 months of advancing to candidacy
Colloquium presentation	Before dissertation defense	Before dissertation defense
Completed Dissertation	End of 6 th year	End of 7 th year

* Otherwise ineligible for a Teaching Assistantship.

Requirement Checklist

Requirement	To be submitted	Date submitted or completed
Undergraduate Statistics	Undergraduate Statistics form	
Advanced Research Skill	Certification of Advanced Research Skill form OR	
	<ul style="list-style-type: none"> • Notice of Intent to Take Language Exam (before the exam), <u>and</u> • Completion of Language Requirement form (after the exam) 	
Coursework requirements <ul style="list-style-type: none"> • 3 field seminars • 12 courses in Political Science • 18 courses total 	no forms	_____ _____ _____
First Field: _____	email confirmation from the Field Coordinator	
Second Field: _____	email confirmation from the Field Coordinator	
Qualifying Paper 1	<ul style="list-style-type: none"> • One copy of the paper • Two signed approval forms (one from each reader) 	
Qualifying Paper 2	<ul style="list-style-type: none"> • One copy of the paper • Two signed approval forms (one from each reader) 	
Oral (Advancement to Candidacy Exam)	Approval of Advancement to Candidacy Committee form (submitted prior to the exam)	
	Advancement to Candidacy form (signed by committee after the exam)	
Colloquium Presentation	Email from Colloquium Director	
Dissertation Prospectus Defense	Dissertation Prospectus Defense Approval form	
Completed Dissertation	Ph.D. form II (after dissertation defense)	