

***DEPARTMENT
OF
POLITICAL SCIENCE
AND
INTERNATIONAL RELATIONS***



***GRADUATE HANDBOOK
And
PROGRAM POLICY
STATEMENT***

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For additional information contact:

Dr. Joanne Miller Director of
Graduate Studies
jomiller@udel.edu

Department of Political Science and International Relations
University of Delaware
Newark, DE 19716-2574

Tel : 302-831-2356
Fax : 302-831-4452
Web : <https://www.poscir.udel.edu/>

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PROGRAM OVERVIEW

The Department of Political Science and International Relations offers both MA (Master of Arts) and PhD (Doctor of Philosophy) degrees. The graduate program is a PhD focused program consisting of coursework during the first six semesters followed by dissertation research and writing. A limited number of students interested in a terminal MA degree may be admitted. The MA degree is a two-year, 39 credit program. Students admitted for the MA but who wish to pursue the PhD degree may apply to the PhD program during their second year of the graduate program. The PhD program is a 57 credit program.

Graduate study in the Department is organized around four major subfields within the discipline of Political Science: American Politics, Comparative Politics, International Relations, and Political Theory. PhD students are required to pick one of these major subfields within the discipline as their primary field and a second subfield as their secondary field. Alternatively, students may construct an interdisciplinary secondary field in consultation with a faculty member and with the approval of the Director of Graduate Studies. Examples of such secondary fields include Gender and Politics, Research Methods, Political Psychology, etc. MA students complete a primary subfield only.

GENERAL REQUIREMENTS FOR THE MASTER OF ARTS and PhD PROGRAMS

A. Admission Requirements

Those seeking admittance and possible financial assistance should submit a completed application by December 15 for admission effective the following **September**.

To be accepted into the program students are evaluated on several criteria:

1. Performance on the GRE. The GRE General Test has recently been revised. While the program does not have strict cut-offs for scores, competitive scores for admissions are 155 or above for the verbal section, and 150 or above for the quantitative section. NOTE: The department has eliminated the GRE requirement for the December 15, 2020 application deadline.
2. Undergraduate grade point averages. Competitive GPA's for admission are a 3.00 overall and 3.25 in a major field and a 3.5 in any prior graduate work in political science.
3. Three letters of recommendation. Applicants should request letters from previous faculty that speak to their academic potential.
4. For international students, a TOEFL score. Competitive scores for admission are at least 600 paper-based or 100 internet-based.
5. A personal statement that describes the applicant's research interests and the Department faculty with whom the applicant would like to study.
6. Writing sample: An academic piece from a course or thesis is required.

Admission to the graduate program is competitive. Those who meet stated requirements are not guaranteed admission, nor are those who fail to meet all of those requirements necessarily precluded from admission if they offer other appropriate strengths.

For Students with Previous Graduate Education:

Students arriving with an MA degree, in political science or another discipline, must nonetheless begin anew in our program and complete all its requirements.

According to University policy up to nine credits from previous graduate coursework – credits NOT used to obtain a degree elsewhere – may transfer in to UD. These must be approved by the Director of Graduate Studies after reviewing relevant syllabi, and generally transfer in as elective credits.

B. Satisfactory Progress Toward Degree

1. According to University policy, to be considered in “good academic standing” a student must maintain a minimum cumulative graduate grade point average (GPA) of 3.00 on a 4.00 scale each semester. To be eligible for an advanced degree, a student’s cumulative grade point average shall be least 3.00 and a student’s grades in courses counted toward the degree requirements of the program shall equal at least a 3.00. A grade below a B- will not be counted toward the course requirements for a degree but is calculated in the student’s cumulative grade point average. Students receiving below a B- in a course will be required to repeat the course to count toward degree requirements.
2. Students should avoid accumulating grades of Incomplete. Students are expected to complete course requirements within six weeks of the end of the semester in which the incomplete grade was granted. To receive an extension students must receive permission from the course instructor and the Director of Graduate Studies. All incompletes must be completed before the granting of the M.A. in the fourth semester and again before taking comprehensive exams in the sixth semester. Students may not receive their degree or progress to A.B.D. status with incompletes on their transcript.
3. An assessment of each student’s performance and progress is undertaken at the end of each semester by the Director of Graduate Studies in conjunction with other Department faculty. The purpose of this assessment is to identify any academic problems that may impede progress toward a degree as early as practicable in a student’s graduate career, and to make recommendations for appropriate courses of action.
4. Students requiring a leave of absence or parental leave should consult the policies of the OGPE as the department is governed by this document.
5. Individual arrangements may be made according to circumstances with the Director of Graduate Studies and the Department Chair to facilitate the ability of students to complete their degree:
<http://catalog.udel.edu/content.php?catoid=12&navoid=459#leave-of-absence-and-parental-accommodation>

C. Funding

1. Funding is available to graduate students in the form of graduate assistantships (for teaching and/or research), tuition scholarships and University fellowships. These awards are merit based.
2. Students who receive graduate assistantships or fellowships must achieve a grade of B or higher in every course while taking a minimum of 6 credit hours per semester (unless fewer than 6 credits are needed to complete the credit requirements for the degree). Normal progress towards the degree generally requires 9 credits per semester and exceptions should be discussed with the Director of Graduate Studies. Retention of funding from the Department normally requires a student to maintain a GPA of above 3.50. Occasionally there is a re-allocation of funding if new resources have come available. In general, all funding allocations are reviewed each February by the Graduate Admissions and Funding Committee, to make funding decisions for the following year. If a student is in jeopardy of losing funding, the Department will follow University procedures and give written notice of this, and a timeframe in which a student may improve their performance.
3. Students who receive graduate assistantships or fellowships are expected to work 20 hours per week and must satisfactorily fulfill the requirements of their positions. Work may consist of teaching or research.
4. Any student who, in the judgment of the Director of Graduate Studies, with the advice of the graduate faculty, fails to demonstrate sufficiently strong performance in his or her studies, research, and teaching (as applicable) will be subject to the suspension of his or her graduate assistantship, fellowship or tuition scholarship, as per University procedures. Students are evaluated according to their grade point average as well as written assessments of their teaching and course performance submitted to the Director of Graduate Studies each semester by supervisory faculty.
5. Funding is awarded on an annual basis. Students entering the PhD program with funding may anticipate funding for up to four years, depending upon academic performance, faculty evaluations, and performance as graduate assistant. Funding for the spring semester of the fourth year is contingent on successful completion of the dissertation proposal defense. Per Section 10.b of the Graduate Handbook, all dissertation proposal defenses must be held at the end of the spring semester of the student's third year or the beginning of the fourth year (but not later than **the Monday of the second week of fall semester of the student's fourth year**). Funding for the spring semester of the fourth year is contingent

upon having passed the dissertation proposal defense. Unfunded students who do not meet this deadline will not be offered teaching opportunities.

6. For further information, please reference Graduate College [funding policies](#) for graduate students.

D. Advisement

1. Students will be assigned an advisor by the Director of Graduate Studies. Students who wish to change advisors are free to do so in consultation with the Director of Graduate Studies.
2. Students are encouraged to have their programs reviewed each semester by their advisors. More frequent consultation with the advisor is encouraged to ensure satisfactory progress towards the degree.
3. Students must keep the Department and their advisors informed of their current contact information.

REQUIREMENTS FOR THE MASTER OF ARTS (MA) DEGREE

Each student will complete a minimum of 39 credits.

1. METHODS SEQUENCE (10 credits)

- 801: Scope and Methods in Political Science (1st semester) (1 credit) (Pass/Fail)
- 815: Introduction to Statistical Methods for Political Science (1st semester) (3 credits)
- 816: Philosophy of Science and Research Design (3rd semester) (3 credits)

In addition, one of the following 3-credit courses (2nd semester):

- 817: Statistical Methods for Political Science II
- 819: Qualitative Methods for Social Science (3rd semester)

2. PRIMARY FIELD REQUIREMENTS (15 credits)

*For courses counting towards the respective tracks see below

- Primary Field (15 credits: proseminar plus 12 credits of electives):
 - a. Students must complete the proseminar in their primary field (IR, Comparative, Political Theory, or American)
 - b. Students must complete four additional courses in their primary field

2. ADDITIONAL REQUIREMENTS (3-6 credits)

- Skills Requirement (one of the following):
 - Competency in a foreign language (0 credits)
 - 812 Proseminar in Political Theory (if not chosen as primary field) (3 credits)
 - Additional Methods Course (may be 817 or 819 if not taken for Methods Sequence, or 849, or a course from outside the department or participation in a research methods workshop (with approval from DGS) (3 credits)
- One Proseminar (for students going on to the PhD, this should be your secondary field proseminar) (3 credits)
 - 803: Proseminar in American Politics
 - 825: Proseminar in International Relations
 - 812: Proseminar in Political Theory (cannot double count 812 for skills and proseminar requirement)

- 809: Proseminar in Comparative Politics

4. CRISP, Elective Courses and Other courses (8-11 credits)

Students must take Current Research in the Study of Politics (CRISP – POSC 850) for one credit each spring of their first two years. In addition, students must take elective courses (two or three, depending on the means by which the skills requirement is fulfilled) to bring their total credits to 39.

Students may take no more than one 3-credit independent study in their first two years of coursework. In order to do so, students need to submit to the Director of Graduate Studies a petition and a course design for review and approval. Elective courses may include 6 credits taken outside the Department with the prior approval of the Director of Graduate Studies. In addition, each semester additional courses (POSC 867s) may be offered and may count toward one or another track or as an elective.

4. MA Writing Requirement (0 credits)

Students not moving further into the PhD program will prepare a major research paper, usually one written for one of their graduate seminars. For the purposes of this requirement, the Department understands a “major research paper” to be one that addresses an important and well-defined topic, demonstrates mastery of the pertinent literature, strives to make an original contribution to knowledge, and is presented in a coherent and professional manner. In meeting this requirement, students are to identify an appropriate academic journal and write the paper as if they were preparing a manuscript for submission to that journal. This research paper is to be handed in to the professor for whom the paper was originally written, or the most appropriate professor, in May of the second year, as part of the completion of the MA requirements. It is the prerogative of that professor to determine whether the student’s work meets the test of this definition. Students will register for POSC 899 MA Long Paper Course (0 credits) in the spring of their second year to facilitate completion of this requirement. MA Students who wish to pursue a PhD must notify the Director of Graduate Studies no later than January 15 of their intention. (For students pursuing a PhD, this major research paper is the Long Paper, and a different procedure applies. See Long Paper Defense).

REQUIREMENTS FOR THE DOCTOR OF PHILOSOPHY (PHD) DEGREE

All requirements listed for the MA degree, plus 18 additional credits to total 57.

SECONDARY FIELD REQUIREMENTS: (9 credits)

- For this secondary field students may choose one of the four main fields (American Politics, Comparative Politics, International Relations or Political Theory) or may construct an interdisciplinary field in consultation with a selected faculty supervisor and upon approval by the Director of Graduate Studies. Students take the proseminar and two electives in their secondary field.

CRISP Seminar: (3 credits)

- All students must complete for three credits the Current Research in the Study of Politics (CRISP – POSC 850) in the spring semester of their third year. CRISP will provide a significant research experience in addition to a speaker series. Students are expected to complete and present a draft of their dissertation proposal at the end of the CRISP seminar.

ADDITIONAL RESEARCH/CANDIDACY CREDITS: (varies)

- Students will be enrolled in POSC964 – Pre-Candidacy Study while preparing for their field exams in their sixth and seventh semesters; the number of credits will depend on other classes taken. *These credits do not count toward the degree requirements.*
- Students will be enrolled in 9 credits of POSC969 during the semester in which they defend their dissertation proposal. *These 9 credits count toward the degree requirements.*
- Students working on their dissertation will be enrolled in UNIV999 – Doctoral Dissertation - while completing their dissertation.
- The total number of credits taken for the degree must be at least 57.

LONG PAPER:

- All students who wish to pursue their PhD degree are required to have a Long Paper written, revised, and orally defended before March 15 of their second year. This involves students making an oral presentation of the paper they are submitting in fulfillment of the MA writing requirement. They will be examined by a three-person committee consisting of a faculty 'chair' and two other faculty members as selected by the student and in agreement with the faculty and as approved by the Director of Graduate Studies.
- Students are responsible for creating their long paper committees. The paper should meet the expectations of the MA writing requirement – it should be a “major research paper” etc. Students should identify their long paper committees in their third semester and should have an initial draft completed and under review by their committee chair by the start of the winter semester. Students should revise their paper over winter session and schedule their paper defense to take place before March 15 of their fourth semester.
- A written assessment of student's performance in the defense is communicated to the Director of Graduate Studies, as part of the assessment materials for moving on to the third year. Students who do not pass the Long Paper defense may receive an MA degree upon completion of the requirements for that degree. PhD students who defend their long paper successfully also receive MA degrees. Students will register for POSC 899 (0 credits) in their fourth semester to facilitate completion of this requirement.

GRADUATE PERFORMANCE REVIEW PANEL:

This review panel will review all students who wish to pursue a doctoral degree in spring of their second year. The panel will decide to accept or reject students in their bid to enter the dissertation proposal and field exam phase. This panel is comprised of the Director of Graduate Studies and the Graduate Admissions and Funding Committee. Materials to be used in the review include a student's GPA and course record, faculty evaluations of students in seminars and as graduate assistants, and the written assessments of student performances in their Long Paper defenses. Students who are not recommended for further study will still receive their MA degree, assuming they have met the requirements.

FIELD EXAMS:

Students will take “take home” written field exams in their primary and secondary fields during the first week of February in their sixth semester. Through these exams students should demonstrate a mastery of the literatures relevant to the two fields they have studied.

Students will have nine hours to complete their primary field exam (8 am to 5 pm) and six hours to complete their secondary field exam (9 am to 3 pm). The four field exams will be offered on four consecutive days (Monday through Thursday): Comparative Politics, American Politics, International Relations and Political Theory. Students will take the exams, whether primary or secondary, on the designated day. (Exams will be sent out and expected back by email.)

Students will answer three questions in their primary field and two questions in their secondary field (questions will be the same for each field, whether primary or secondary).

The answer for each question must be limited to 3,000 words, not counting references.

Each field committee will provide a minimum of six questions for their field exam. Students will not receive long lists of sample questions in the late summer/fall. They will be given 2-3 sample questions from each field, mostly so they will be familiar with the format of the questions. In general, the questions should resemble those that students may have encountered during their proseminars in the respective fields. Those questions will be made available at the start of the fall semester.

A Field Exam Committee of three faculty will prepare the questions and do the grading for each set of exams. The Director of Graduate Studies administers the field exams.

- a. Exams are graded by Field Exam Committees. Grades are reported to the Director of Graduate Studies. Possible grades on the exam are Distinction, Pass, and Deficient. Distinction and Pass are considered passing grades. Results of the field exams will be made known to students as soon as all exams have been graded, usually within two weeks.

- b. Grading for Field Exams proceeds as follows: Possible grades on the exam are Distinction, Pass, and Deficient. Results of the field exams will be made known to students within two weeks of the exam date. Grading for Field Exams proceeds as follows:

For the Primary Field, students who receive a mark of Deficient on one of the three responses by 2 out of 3 faculty members who grade the exam must retake that question, regardless of the third faculty member's grade. If a student receives a grade of Deficient on two of the three responses by 2 of the 3 faculty members (regardless of the third faculty member's grade), the student must retake this entire section of the exam. The Director of Graduate Studies will administer a new set of questions for the student to answer.

For the Secondary Field, students who receive a mark of Deficient on one of the two responses by 2 out of 3 faculty members who grade the exam must retake that question, regardless of the third faculty member's grade. If a student receives a grade of Deficient on both responses by 2 of the 3 faculty members (regardless of the third faculty member's grade), the student must retake this entire section of the exam. The Director of Graduate Studies will administer a new set of questions for the student to answer.

For any question(s) a student retakes, there will only be a pass/fail option. If, on the second try, the student fails even one question, then the student fails the field exam requirement and will be recommended to the Graduate College to be terminated from the program.

- c. Students who wish to sit for the field exams must be in good standing, have at least a 3.0 GPA, and have no "Incompletes."

Admission to Candidacy Exam (Dissertation Proposal Defense)

- a. A faculty committee that conducts the defense of the dissertation proposal shall officially admit a PhD student to candidacy upon successful completion of the dissertation defense. Although the precise form of the dissertation proposal will vary from case to case, it is expected to include a clear statement of the research question(s), an explanation of the significance of the research, a discussion of the research methods proposed to investigate the problem, and a full discussion of relevant literature.

- b. The dissertation proposal defense should be held at the beginning of the student's fourth year, **not later than the Monday of the second week of fall semester of the student's fourth year**. Funding for the spring semester of the fourth year is contingent upon having passed the candidacy examination.
- c. The dissertation proposal defense committee shall be convened and chaired by the student's dissertation chair and shall consist of members of the student's proposed dissertation committee (minus the external member). Normally students are expected to select a dissertation chair from faculty whose primary appointment is in the Department. In exceptional circumstances, students may petition the Graduate Policy Committee for approval to have someone whose primary appointment is outside the Department to chair the dissertation committee. In deciding whether to grant approval, the Graduate Policy Committee shall take into account the needs of the student and the Department.
- d. The dissertation proposal defense committee determines the student's capability for advancement to candidacy. The main question the committee has to answer is, 'Is this student prepared to write an acceptable PhD dissertation?' In seeking to answer this question, the committee's focus shall be on the student's dissertation proposal.
- e. If, the committee decides, the student has not passed the proposal defense, the committee may direct the student to (a) rethink, rewrite, and resubmit the proposal prior to a re-examination by the committee; (b) undertake remedial work in research design and methodology; or (c) any combination or variation of the above that the committee deems necessary. In the event that additional work is required, the committee will discuss with the student a reasonable period for completion of the necessary work. A written statement completed by the student's dissertation adviser should set forth the nature of the work to be undertaken by the student and the period that was agreed upon. This shall be sent to the student, circulated to the faculty members who participated in the proposal defense and become part of the student's permanent file. At the conclusion of the agreed upon time, the committee will reconvene to assess the student's progress toward candidacy. The committee may determine that the student is unable to advance to candidacy and may be recommended to the Graduate College

for termination from the program.

The Dissertation

- a. A PhD dissertation is a manuscript that reflects “the results of original and significant research written in a scholarly and literate manner worthy of publication.”
- b. Students are expected to consult closely and regularly with members of their dissertation committee, particularly the committee chair.
- c. Upon completion of the manuscript, a final oral examination – or “dissertation defense” – must be passed. Ordinarily, students will be asked to summarize the major findings of their research and evaluate the significance of these findings for the field more generally. The student shall then be called upon to defend the findings in the face of questions from members of the dissertation committee and other members of the academic community who choose to attend. If, after deliberating, the dissertation committee is unable to reach agreement on whether the student has successfully defended the dissertation, the committee will adjourn after explaining the nature of their objections and providing suggestions on how these might be satisfactorily addressed with guidance from the dissertation chair. It shall be the responsibility of the dissertation chair to reconvene the group to reconsider the revised product.
- d. Detailed guidelines for the preparation and presentation of the dissertation are described in the [UD Thesis and Dissertation Manual](#). Other important information about finishing your dissertation and degree may be found [here](#).

Teaching Experience

Advanced PhD students may be given the opportunity to teach their own classes in the Department, in particular after defending their dissertation proposal and during their fifth or sixth years (see below). Advanced PhD students may also find teaching opportunities at nearby universities. Students are encouraged to utilize the resources available through the Center for Teaching and Learning (CTAL) to enhance their teaching skills (see resources below).

Conference Experience

Advanced PhD students are encouraged to present their work at national and international conferences. Funding from the Department and the Office of Graduate Studies may be applied for to help defray the cost of conference participation for those students presenting papers (see Departmental

Operations).

ELECTIVE COURSES FOR FIELDS

Note, some courses are offered as “Topics” courses. Topics courses may be repeated assuming different course content. Also note, classes may count for only one field (i.e. a class listed under more than one field cannot be “double-counted”).

American Politics

- POSC807: American Political Behavior
- POSC823: Topics in American Politics
- POSC832: Legislative Politics
- POSC847: Political Psychology
- POSC848: The Politics of Race and Ethnicity

Comparative Politics

- POSC811: Topics in Comparative Politics
- POSC824: Comparative Political Economy
- POSC827: Gender and Politics
- POSC841: Comparative Regionalisms
- POSC851: Failed States and Good Governance
- POSC852: Comparative Democratization
- POSC860: Making Sense of Populism

International Relations

- POSC810: Topics in International Relations
- POSC813: American Foreign Policy
- POSC814: Political Economy of the Environment
- POSC826: Islam in Global Affairs
- POSC828: Feminist International Relations
- POSC830: International Relations Theory
- POSC831: Frontiers in Critical International Relations Theory
- POSC840: International Political Economy
- POSC842: International Organizations

- POSC844: International Security
- POSC845: Human Rights and Global Governance
- POSC858: International Relations of East Asia

Political Theory

- POSC806: Global Ethics and Normative Issues
- POSC822: Topics in Political Theory
- POSC831: Frontiers in Critical International Relations Theory
- POSC836: Democratic Theory
- POSC859: The Politics of Capitalism
- POSC861: Topics in Law and Politics

For consultation on substitutions, topics courses, POSC867 ('experimental' or new classes) courses, or courses from other departments, please see the Director of Graduate Studies.

ASSESSMENT PLAN

Mission Statement

The Master of Arts (MA) and Doctor of Philosophy (PhD) programs in the Department of Political Science and International Relations prepare students for occupations related to several aspects of political science but primarily for joining the professoriate, as college and university professors. We expect our graduates to possess a broad understanding of the discipline of political science, achieve specialized expertise in one or more areas, and competence in the underlying philosophy of social science inquiry and research methods. We aim to produce PhDs who have the breadth and vision to grapple with important questions in political life, the training to make original contributions to those issues, and the ability to communicate their work to students, their peers, and a global audience.

Learning Outcomes and Measures

1. Students will understand and appreciate the discipline of political science and be well-versed in its subfields dimensions.
 - *Measures: required core courses and field examinations.*
2. Students will master the academic scholarly enterprise, including an ability to review, analyze and critique existing literatures and make original and insightful contributions to them.
 - *Measures: research papers for core and track classes and dissertation proposal.*
3. Students will be able to design innovative, interesting and important research projects and utilize appropriate research methods to pursue them.
 - *Measures: Long Papers and dissertation proposals.*
4. Students will be able to write high quality, article-length manuscripts of publishable quality, on topics of import to our discipline.
 - *Measures: Long Papers and peer reviewed journal articles.*
5. Students will be able to make effective oral presentations of their work.
 - *Measures: Long Paper, dissertation proposal and dissertation defenses and scholarly conference presentations.*
6. Students will gain experience in the classroom and possess the ability to be effective teachers at the graduate and undergraduate levels.
 - *Measures: student course evaluations and job placements.*

DEPARTMENTAL OPERATIONS

Funding

While we have a small graduate program, we make every effort to fund all of our students. We offer full funding packages (graduate assistant stipend and tuition remission) or we offer funding packages that are tuition remission only. If funded students make satisfactory academic progress, their funding will likely be renewable for up to four years and potentially for a fifth year. Teaching opportunities are often used to help fifth and sixth year students meet their funding needs. Students are typically funded in our Department as Teaching Assistants, occasionally as Research Assistants. Unfunded students are encouraged to seek funding opportunities outside the Department. Students should inform the Department if they received outside funding opportunities. Funding packages from the Department are generally for nine months only.

Teaching Assistants

Teaching assistants are required to perform teaching and other instructional activities for 20 hours each week during the academic year. Teaching assistants are typically assigned to a professor for one course. Students have no input whatsoever into these assignments (including day or time preferences, course preferences etc.); nor do faculty. The only exception is POSC 300 where special skills are needed. If not all of the fully funded graduate students are needed for TA assignments some may be assigned as Research Assistants. Students are expected to meet all of their teaching or research assistant obligations before leaving campus/the country at the end of the semester. Please refer to the Department's TA Manual for specific details on expectations.

Research Assistants

Research assistantships are generally funded by research grants and contracts provided by external funding agencies. Research assistantships require 20 hours of service or research a week. The amount of each Research Assistant's stipend will be calculated in accordance with the number of months that the student is appointed as a research assistant.

University Graduate Scholars

Graduate programs are invited to submit names and dossiers of nominees for the University Graduate Scholars Award to the Graduate College. Nominees for this award may be students newly admitted or currently enrolled students. Nominees must be US citizens or permanent residents. Awards are competitive and are based on academic achievement, as well as: membership in historically underrepresented groups (African American, Asian American, Latina/o/x, Hispanic Americans, Native American/Alaska Natives, Native Hawaiian, or other Pacific Islander, two or more races); students with documented disability or chronic medical conditions; students with evidence of financial need, e.g., current or former Pell Grant eligibility; first-generation college student; extenuating personal circumstances/hardships. University Graduate Scholar awards may be administered as graduate fellowships or graduate assistantships (GA, TA, RA). Each award is for a one year period and students may be re-nominated for one additional year with compelling evidence of progress towards the degree, advancement in training, and potential professional contribution in the student's field of study. Awardees will be asked to participate in community building and professional development activities/events sponsored by the Graduate College. Upon completion, awardees will be expected to submit an annual report by June 30th each year

University Doctoral Fellows

Doctoral programs are invited to submit names and dossiers of University Doctoral Fellow nominees to the Graduate College. Doctoral Fellow awards are competitive, and are granted for one year. A faculty review committee selects awardees based on academic achievement and progress in training since being admitted to a doctoral program, as well as evidence of professional commitment and potential contribution to the student's field of study. Graduate programs may nominate up to two students and must rank their nominations. Nominees for these awards must be enrolled in at least their third year of doctoral study at UD at the time of nomination. Students may NOT self-nominate. Upon completion of the fellowship, awardees will be expected to submit an annual report by June 30th.

University Dissertation Fellows

Doctoral programs are invited to submit names and dossiers of University Dissertation Fellow nominees to the Graduate College. These awards were established to support **PhD students completing a dissertation**. Dissertation Fellowship awards are competitive and are selected by a faculty review committee based on academic achievement and progress in training since being admitted to a doctoral program, as well as evidence of professional commitment and potential impact of the dissertation on the student's field of study. Graduate programs may nominate **up to two students** and **must rank their nominations**. Students may NOT self-nominate. Nominees **must have advanced to candidacy** before the award can begin and awards are granted for one year. Students receiving this fellowship will be expected to report on their research at the Spring Graduate Research Forum.

External Funding

Graduate students are encouraged to seek external funding, especially to fund dissertation research and fieldwork. If a student is funded by the Department and receives external funding for, say, a year of research during the fourth year, or other funding from outside the Department, the student may expect to receive her/his 'fourth' year of funding during her/his fifth year. Students may 'bank' only one year of funding.

Teaching Opportunities

It is the goal of the Department that every student who completes a PhD with the Department will have taught their own courses before leaving the Department, preferably two to three different courses. As a rule, students would only be asked to teach their own class, at the earliest, in their fourth year after they have defended their dissertation proposal. Courses may be available during fall, winter, spring and summer sessions, though there are likely to be only a few during each semester/session. Students are paid for teaching classes on 'supplemental-contracts.' In making teaching assignments, preference may be given to more advanced unfunded students as well as those who have not yet had sufficient teaching experience. Consideration will be given to the graduate student's area of expertise. Seeking additional training in teaching through the Center for Teaching and Assessment of Learning (CTAL) or other University or disciplinary resources will be looked upon favorably.

Travel Policy

The [Graduate College Travel Award](#) provides financial support to graduate students for travel for academic activities, including research, presentations, exhibitions or performance and professional development related to their program of study. Travel is an essential experience that enhances the academic and professional development of graduate students through networking and exposure to scholarly activities underway in their field by other institutions, and provides opportunities to share in-progress research and scholarship with regional, national and global communities. Equal (1-for-1) cost-sharing from another source, such as College/Departmental/Program or external funding, is required for travel. Examples of travel eligible for support include:

- Travel for presenting one's academic work or for professional development
- Travel for research, scholarship, artistic exhibitions or performance
- Travel for archival, collections-based, field or clinical research data acquisition

The deadline for application for a travel award is one month prior to the beginning of travel. Students may apply for more than one award, but the total award permitted during the course of a student's graduate study at UD is \$1,500. The student travel must conform to [University Travel Policy](#) on allowable travel reimbursements.

The Department provides funding for 'other opportunities' for our graduate students on a limited basis, when funding is available. Please be advised that if you need funding it is encouraged that you search in advance of the funding need. The [James R. Soles Graduate Student Fellowship](#) requires an application in a timely manner. In recent years, there has also been funding available, on a competitive basis, for students to assist faculty in the Department in their research. The College of Arts & Sciences occasionally also provides funding support for global research or internships.

Hire a PhD/ Recent Placements

The Department has a long-standing record of placing graduate students in non-academic positions and academic positions at some of the best research and

liberal arts schools in the country and abroad. For a list of positions that our former students have secured, please refer to the [Recent Placements](#) page. For more information, please contact [Dr. Kassra A.R. Oskooii](#), Graduate Placement Director.

Political Science Graduate Student Association (PSGSA)

The [Political Science Graduate Student Association](#) (PSGSA) is an organization geared towards graduate student advocacy, news, and assistance for the Department of Political Science and International Relations. PSGSA always welcomes any graduate student in the Department who wishes to help in organizing and undertaking its activities.

The PSGSA mission, as stated, is first graduate student advocacy in the Department: giving a voice to student concerns, prerogatives, and achievements. In service of this mission, the PSGSA will hold a number of town hall-style meetings open to student discussion throughout the fall and spring semesters.

PSGSA places at the top of its agenda the construction of a mentorship program for first-year students. The PSGSA mentorship program aims to better integrate first-year graduate students within their new environment, concentrating on the team of graduate students, the Department, the University of Delaware and the city of Newark. The program intends to match each first-year student with a senior graduate student (in their 2nd, 3rd or 4th year) according to similar academic interests. The main role of the mentor is to answer the new students' questions and guide them throughout the first months of the program. Mentorship activities, once students have been admitted, will also serve as a further recruitment tool; new students are given an orientation in acclimating them to the Department, the University and Newark. Incoming students are able to come on campus, visit the Department and have lunch or contact their mentor if they have any questions regarding their future life in Newark.

ADDITIONAL UNIVERSITY RESOURCES

Center for Teaching and Assessment of Learning (CTAL):

The Center for Teaching and Assessment of Learning (CTAL) fosters an inclusive

culture of evidence-based teaching and learning across the University by inspiring effective teaching and assessment using high-impact strategies, tools, and collaborations. Find more information [here](#). CTAL also has special programming for graduate students; find more information [here](#).

Office of Disability Support Services (DSS):

The Office of Disability Support Services (DSS) provides accommodations and services to incoming and current UD students with disabilities, psychological or medical conditions, or temporary injuries that limit their access to the UD environment. Find more information [here](#).

Office of Equity and Inclusion (OEI):

The Office of Equity and Inclusion (OEI) provides leadership and support in creating an equitable, diverse and inclusive working and learning environment for the UD community. OEI is responsible for managing complaints of harassment and discrimination, affirmative action compliance, protection of minors on campus, and on-going education in all of these areas. Find more information [here](#).

Title IX:

Any student, faculty or staff member with questions or concerns about the applicable University policies or who believes that he or she has been the victim of sex discrimination, sexual harassment, sexual assault, dating/domestic violence is encouraged to contact the University's Title IX Coordinator. Find more information [here](#).

College of Arts & Sciences Graduate Student Writing Center:

The [Graduate Student Writing Center](#) offers free one-on-one and small group tutorials for all UD graduate students through the University Writing Centers. The Graduate Student Writing Center further offers:

[Dissertation Boot Camp](#)

[Dissertate Write Now](#)

[Workshop Series](#)

UNIVERSITY OF DELAWARE ACADEMIC POLICIES

Many policies and program requirements are to be found in the UD Graduate Catalogue. Find more information [here](#). This includes an array of Academic Regulations for Graduate Students in the following areas: Basic Responsibilities; Attendance, Registration, Enrollment and Leave of Absence and Parental Accommodation; Courses and Credits; Grades and Academic Standing; Program Changes; and Degree Requirements. Find more information [here](#).