Welcome to the Graduate Program in International Studies

As President of the Graduate Society in International Studies (GSIS), I personally congratulate each of you on your selection to pursue an education in International Studies at Old Dominion University. Your selection reflects highly of your academic and professional background.

GSIS assembled information to help you transition into the role of a graduate student. This packet encapsulates information relevant to both your academic success as well as personal and professional development. In addition, some of the details contained in this packet are personal advice passed down from alumni and current students that have been deemed useful over the years.

Congratulations and welcome to GPIS!
Master of Arts (M.A.) Students

The Master of Arts (M.A.) in International Studies requires 33 credits in total. Of those 33 credit hours, 27 (unless fewer are specifically approved by the GPIS director) must be at the 600 level or above. The required course work for all M.A. students includes four required core courses. These include:

- International Economics (ECON 650)
- Introductory Research Methods (IS 600)
- Seminar in International Relations Theory (IS 601)
- American Foreign Policy and World Order (IS 606) *
- International History (IS 655) *

*Depending on your concentration, you will choose between either American Foreign Policy and World Order or International History to serve as your fourth core course.

In addition to the 33 hours of course credit, M.A. students may choose to pursue a thesis or non-thesis track. M.A. candidates writing thesis will incorporate six credits of directed research on the thesis into their 33-credit program. Students pursing a non-thesis track will take a four and a half hour comprehensive examination after the completion of their coursework.

M.A. Concentrations

The M.A. in International Studies is a highly customizable and interdisciplinary degree. Students may choose from one of several concentrations to focus their studies. These concentrations include:

- U.S. Foreign Policy and International Relations
- Conflict and Cooperation
- International Political Economy and Development
- Interdependence and Transnationalism
- Comparative and Regional Studies
- Modeling and Simulation
- International Culture Studies

TIP! All M.A. students must enroll in appropriate 600-or 700-level classes! Often courses are listed as “IS 795/895.” Make sure you are enrolled in the correct section. Should you enroll for the incorrect section, please contact Margo Stambleck, mstamble@odu.edu
Ph.D. Students

The Ph.D. is the highest degree attainable. It is a research degree that qualifies its holder for teaching at the college level or for high-level research and policy analysis.

The Ph.D. program incorporates a coursework component and a book-length independent research project that makes a significant and original contribution to the field of international studies.

The Ph.D. requires 48 credit hours beyond the M.A. At least 30 credit hours have to be in regular coursework. Your Ph.D. dissertation can count for a minimum of 12 and maximum of 18 credit hours. In addition, Ph.D. students can take up to three courses (9 credits) on the 600-700 level. All of the remaining credits must be 800 level seminars. There are 5 required core courses that are a prerequisite for the Ph.D. program. These courses include:

- International Economics (ECON 650)
- Introductory Research Methods (IS 600)
- Seminar in International Relations Theory (IS 601)
- American Foreign Policy and World Order (IS 606)*
- Advanced Statistical Techniques for International Studies (IS 602)
- International History (IS 655)*

*Depending on your concentration, you will choose between either American Foreign Policy and World Order or International History to serve as your fourth core course.

Ph.D. students who have not taken these courses as part of their M.A. work will need to take them in addition to the 48 Ph.D. credit hours.

Concentrations

Ph.D. students select a primary and secondary field of concentration. Students must take five seminars (15 credit hours) in their primary field. This will usually include the field core seminar plus four additional seminars applicable to the field. Students must take three semesters (9 credit hours) in their secondary field. This will usually include the field core seminar plus two additional seminars. A normal Ph.D. program will include two additional seminars beyond the five primary field seminars and three secondary field seminars. These electives should be chosen in consultation with an advisor to complement and fill-out a coherent program of doctoral coursework. Students make not count more than six credit hours of independent studies or internships towards their 30 hours of coursework.

Foreign Language Requirement

All Ph.D. students have to satisfy the foreign language requirement. It can be satisfied by either having passed two 300 level course with a B or better or by passing a translation examination. Foreign language classes do not count towards the coursework requirement.

Comprehensive exams and dissertation defense. All Ph.D. students must pass the Ph.D. comprehensive examination and defend their dissertation.
GPIS Faculty & Staff

Program Administration

Regina Karp: GPIS Director (rkarp@odu.edu)
Sabine Hirschauer: GPIS Assistant Director (shirsha@odu.edu)
Margo Stambleck: GPIS Program Coordinator (mstamble@odu.edu)

Faculty

Francis Adams: Chair of the Department of Political Science and Geography, Professor of Political Science; Interests include-political and economic development, North-South relations, globalization, Latin American politics (fadams@odu.edu)

David Earnest: Associate Dean for Research and Graduate Studies in the College of Arts and Letters; Interests include-political incorporation of migrants in democratic societies, methodology-agent-based models (dearnest@odu.edu)

Sabine Hirschauer: Visiting Assistant Professor GPIS and Political Science and Geography; Interests include Human Security and Feminist Security Studies (shirsha@odu.edu)

Angelica Huizar: Chair, Department of Foreign Languages and Literatures; Associate professor of Spanish, Interests include- Latin American studies, Gender studies (ahuizar@odu.edu)

Austin Jersild: Associate Professor, History: Interests include-Russian and Soviet History; Russian Imperialism, Soviet Foreign Policy (ajersild@odu.edu)

Regina Karp: Associate Professor, Political Science; Interests include International Security, European Politics, German Politics (rkarp@odu.edu)

Jesse Richman: Associate Professor in Political Science and International Studies. Expertise is congress, public opinion, electoral politics, voting, intellectual property, state politics. Richman teaches Game Theory and Methods (jrichman@odu.edu)

Peter Shulman: Associate Professor, French; Interests include- French politics, French literature (pschulma@odu.edu)

Simon Serfaty: Eminent Professor, Political Science; Interests include- U.S. Foreign Policy, Euro-Atlantic Relations, NATO, the EU, France (sserfaty@odu.edu)

Steve Yetiv: Louis I. Jaffe Professor of International Relations; Interests include- international relations theory, interdependence, Middle East, Global Affairs (sytiv@odu.edu)
Affiliated Faculty

Muge Akpinar-Elci: Director Global Health, (makpinar@odu.edu)

Jennifer Fish: Associate Professor & Chair, Department of Women's Studies (jfish@odu.edu)

Ingo Heidbrink: Professor, Department of History (iheidbri@odu.edu)

Jonathan Leib: Associate Professor, Political Science and Geography (jleib@odu.edu)

Emmanuel Rudatsikira: Professor & Chair, Communications and Environmental Health (erudatsi@odu.edu)

Avi Santo: Assistant Professor, Communications and Theatre Arts (asanto@odu.edu)

Glen Sussman: University Professor of Political Science (gsussman@odu.edu)

Concentration Coordinators

Concentrations allow you to fine-tune your GPIS degree, providing flexibility and focus in your studies. Both M.A. and Ph.D. students will have a concentration coordinator associated with their specific area of interest. In some instances your concentration coordinator will serve as your academic advisor. Below is a list of the concentration coordinators.

- U.S. Foreign Policy and International Relations: Simon Serfaty
- Conflict and Cooperation: Regina Karp
- International Political Economy and Development: David Earnest
- Transnationalism, Interdependence and Power (TIP): Steve Yetiv
- Comparative Regional Studies: Austin Jersild
- Modeling and Simulation: Jesse Richman
- International Cultural Studies: Angelica Huizar

TIP! If you plan on conducting research, who you select as your advisor is the most important decision you make while at graduate school. Collaborating with a person you can work well with is more important than choosing someone because you think his/her research interests align with your research agenda.
Internships

Internships are an integral part of any academic and professional success. Applying the “academic” to the “real world,” is a critical competency learned through the internship experience, and more often than not the relationships and contacts established through these internships lead to greater opportunities in the future.

GPIS has a long, rich history of established relationships with many organizations relevant to the field of international studies including but not limited to NATO ACT, the Joint Forces Staff College and the Virginia Modeling and Simulation Center (VMASC). With this in mind, GPIS allows both M.A. and Ph.D. students to receive course credit for exactly one internship.

Credit Guidelines for Internships.

- All internships you wish to receive course credit for must be approved by Dr. Regina Karp.
- You will need a letter from your Direct Supervisor detailing the tasks you will perform and how you will be evaluated on your performance.
- Internships can consume no more than 20 hours per week.
- All internships are graded as PASS/FAIL.
- An evaluation letter from your direct supervisor. (at the end)

For More Information

GPIS students have interned at the Joint Forces Staff College, World Affairs Council of Greater Hampton Roads, NATO, Norfolk Sister Cities Association, among others. Other resources are internmatch.com and internships.com.

If you have any further questions regarding internships for course credit, please contact GPIS Assistant Director.

Telephone: 757-683-5431
Global Health Certificate

Global Health aims to show us the big picture. Mistakenly, people assume that the target of “Global Health” involves mainly tackling problems in the developing world. Diseases and health problems do not recognize borders. All countries can learn from the experiences of other countries. Neglecting to address health problems in a global scale may affect people’s health, well-being and national security around the world including in developed countries such as the United States.

This competency-based graduate level certificate program aims to provide comprehensive training on Global Health. The Global Health Certificate is designed as an online program for professionals who are practicing or who plan to practice in a worldwide setting. Graduates of the Global Health Certificate can expect to find employment in a variety of fields including health-related governmental/non-governmental organizations, university research programs, international healthcare consultancies, and multinational corporations (Education Advisory Board, 2013).

Muge Akpinar-Elci, MD, MPH, Program Director
Phone: 757-683-6160 Email: makpinar@odu.edu
https://www.odu.edu/hs/centers/globalhealth

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<thead>
<tr>
<th>Certification in Global Health Overview</th>
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<tr>
<td>Required Core Courses</td>
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<tr>
<td>(HLSC 746) Epidemiology* is replaced with (IS 600) Research Method</td>
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<tr>
<td>(HLSC 776) Global Health **</td>
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<tr>
<td>(HLSC 702) Health Management**</td>
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<tr>
<td>Electives (select two) ***</td>
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<tr>
<td>(HLSC 778) Global Environmental Health</td>
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<td>(HLSC 780) Monitoring &amp; Evaluation of Global Health Programs</td>
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<td>(HLSC 782) One Health, One Medicine</td>
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<td>(HLSC 784) Key Competencies for Co-creating Sustainable Futures</td>
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<tr>
<td>(HLSC 785) Issues and opportunities in global health research</td>
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<tr>
<td>Research paper or Practicum (Select one)</td>
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<tr>
<td>(HLSC 798) Supervised Research</td>
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<tr>
<td>(HLSC 768) Practicum in Global Health</td>
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<td>TOTAL CREDIT **</td>
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* GPIS students will have IS 600 instead of HLSC 746
** HLSC 776 and HLSC 702 will be their elective courses in PhD in International Studies
***GPIS students might replace one of two electives with IS741/841 or IS 713/813
Women’s Studies Certificate

Women’s Studies is a multi- and interdisciplinary field of study encompassing all aspects, historical and contemporary, of women’s natures, lives, and perspectives. A Graduate Certificate in Women’s Studies can expand a student's future career opportunities within a variety of fields; it can also prepare students for exciting and innovative research in master’s or doctoral programs.

Students admitted to a graduate program have the option of earning a Graduate Certificate in Women's Studies in conjunction with a graduate degree from another department or college. Students must satisfy all admission requirements for their chosen graduate program before completing the courses required for the Graduate Certificate in Women’s Studies. Please consult the chair of the Women’s Studies Department and the relevant sections of the Catalog for additional information.

The chair of Women’s Studies or a designate will serve as advisor for students pursuing the Certificate. Students pursuing the Certificate in combination with another graduate degree will have their progress monitored by both a Women’s Studies advisor as well as an advisor from their graduate program.

Students must complete at least nine additional credits in 500- or 600-level courses approved for the Women’s Studies curriculum and drawn from various disciplines (e.g., Art History, English, History, Humanities, International Studies, Philosophy, Political Science & Geography, Sociology & Criminal Justice, Women’s Studies, etc.). At least one of these courses must be 600-level courses. With the exception of Women’s Studies courses, students may not take more than six credits in any single field. Students must maintain a 3.00 GPA in the 15 credit hours required for the Certificate.

Certificate in Women's Studies Overview

<table>
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<tr>
<th>Required Core Courses</th>
<th>3 credit hours</th>
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<tbody>
<tr>
<td>(WMST 570) Feminist Research Methods</td>
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<td>(WMST 560) Feminist Theory</td>
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<tr>
<th>Electives (select three)</th>
<th>3 credit hours</th>
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<tr>
<td>(WMST 795/895) Gender and Development</td>
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<tr>
<td>(WMST 795/895) Seminar in Rhetoric</td>
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<tr>
<td>(WMST 695) Geography and Sexuality</td>
<td></td>
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<tr>
<td>(WMST 595) Feminism and Sexuality</td>
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<tr>
<td>(WMST 595) Feminist Media Studies</td>
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<tr>
<td>(WMST 595) Gender and Philosophy</td>
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<td>(WMST 595) Women in Islam</td>
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**TOTAL CREDIT** 15 credit hours
Graduate Certificate Programs

Modeling and Simulation Certificate

Over the past several years, GPIS has added faculty with expertise in this area, and has received significant external funding for modeling and simulation projects. A number of connections have been built between GPIS and the Virginia Modeling, Analysis, and Simulation Center. The M&S in international studies concentration can be pursued by students in several ways, which are outlined below. In each case, courses would be selected in close consultation with the M&S concentration coordinator. Modeling and simulation in the social sciences generally, and in international studies particularly, takes several different forms. The most prominent of these are:

- Statistical modeling
- Formal modeling/game theory
- Simulation/agent-based modeling
- Geographic/spatial modeling
- Network analysis
- Event simulation exercises

M&S Certificate (4 courses)
Any student who would like to get a certificate in M&S will need four courses from course list, including the two MSIM core courses. The certificate can be pursued regardless of a student's field of concentration, although for PhD students this would require additional coursework beyond the usual thirty credit hours of post-master's work.

Interim Coordinator: Jesse Richman

http://al.odu.edu/gpis/modelsim.shtml

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<tr>
<th>Certificate in Modeling and Simulation Overview</th>
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<tr>
<td>Required Core Course</td>
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<tr>
<td>(MSIM 601) M&amp;S Fundamentals</td>
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<tr>
<td>Electives (select three)</td>
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<tr>
<td>*sample courses</td>
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<tr>
<td>(IS 795/895) Modeling and Game Theory in International Studies</td>
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<tr>
<td>(IS 795/895) Geographic Information Science for International Studies</td>
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<tr>
<td>(BNAL 722/822) Agent-Based Simulation and Modeling</td>
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<tr>
<td>(ENMA 712/812) Multi-Criteria Decision Analysis and Decision Support Systems</td>
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<tr>
<td>(ENMA 724/824) Risk Analysis</td>
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<tr>
<td>(MSIM 872) Modeling Global Events</td>
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**TOTAL CREDIT** 12 credit hours
Accommodations

Housing:
The Hampton Roads area includes 7 cities. It is important to research where you will live CAREFULLY!

Prices in Norfolk range from $450 – 800 a month, with an average of about $500 a month (utilities included). Ghent and West Ghent, in particular, have homes with rooms to rent—many of which are only advertised by a sign posted at the home so it is beneficial to walk or drive around Ghent if you are interested in that area.

Neighborhoods near ODU

- Ghent
- Larchmont
- Colonial Place

Housing Resources/websites on the internet:

- ODU Off Campus Housing Services at https://www.odu.edu/life/housing/off-campus-housing
- The Virginian Pilot at www.pilotonline.com
- The Hampton Roads Multi Listing Service (HRMLS) at http://www.hrmls.com/
- Councill Realty and Management at http://councillrealtymanagement.com/rentals/
- Craigslist at http://norfolk.craigslist.org
- Howard Hanna Real Estate Services at http://www.howardhanna.com/property/rental.asp
- Zillow at www.zillow.com

NOTE: Listing of off-campus residential properties is provided for informational purposes only and does not imply endorsement or recommendation of any off-campus residential property for security, safety, or suitability by the University. It is the responsibility of the prospective tenant to investigate security, safety and suitability of any off-campus residential property. http://www.norfolk.gov/index.aspx?NID=310

Transportation:

- Norfolk and Virginia Beach are very spread out over a large geographic area, it can take 1 hour to travel across these cities during a time of day where there is a lot of traffic.
- Bus routes can be viewed at the Hampton Roads Transit website: http://www.gohrt.com/
- Buying a car is not hugely expensive, deals can be found for between $2000-4000 USD and you can resell it.
- Biking is hazardous, but doable There are often no separate lanes for bicycle riders. If you decide to ride a bicycle, you should always wear a helmet and use extreme caution.
- Carpooling is an option if someone lives near your area.
Accommodations

**Food:**

- Budget for at least $200-250 per month
- Eating out is not always expensive, but adds up pretty fast (as does Starbucks Coffee).
- There are many supermarkets in the local area, Food Lion, Farm Fresh, Harris Teeter and also Wal-Mart.

**Mobile phone:**

- International Students-If you have a tri-band phone, then you will have no problem using it, if you use a provider called Verizon. However, you have to buy pre-paid phone cards which are considerably more expensive than an annual plan.
- A contract for a mobile phone requires a Social Security Number (SSN).
- A social security number can be applied for at a local office. The nearest Social Security office is located at 5850 Lake Herbert Dr, Norfolk, VA 23502 in the Military Circle area of Norfolk.
- Skype is free (as long as you have internet access), and a headset with a microphone only costs about $15.00 at a RadioShack or the ODU Village Bookstore.
Academic and Career Resources

- The Career Management Center- Whether you're a student or alumni, on or off campus, our career professionals are available to connect you with information, resources, and services that meet all of your employment needs. www.odu.edu/cmc

- Preparing Future Faculty Program- PFF program offers a "PFF Certificate" to students who document completion of a certain number of activities related to preparing for an academic career. Completion of this certificate is noted on the student's transcript, and can be noted on a curriculum vita as evidence of teaching preparation. [https://www.odu.edu/success/programs/pff/certificate](https://www.odu.edu/success/programs/pff/certificate) [https://www.youtube.com/playlist?list=PLLE2zxR_kgxLR2vNnpmndolruOymipFoB](https://www.youtube.com/playlist?list=PLLE2zxR_kgxLR2vNnpmndolruOymipFoB)

- Lynda- Online Training library that teaches the latest software, creative and business skills through high-quality instructional videos taught by recognized industry experts. Courses include playlists on student success, software and productivity tools, professional development, tips for entering the workforce, and teaching. Visit [https://www.odu.edu/ts/lynda](https://www.odu.edu/ts/lynda) for more information.

- The ODU Library -The University Libraries are committed to the success of students and faculty in their research pursuits. The library provides a variety of instruction sessions and instructional materials. For more information visit: [http://guides.lib.odu.edu/facgrad](http://guides.lib.odu.edu/facgrad) [http://www.odu.edu/library/services/instruction](http://www.odu.edu/library/services/instruction)

- SMARTTHINKING- FREE, online tutoring available 24-7! To access SMARTTHINKING, login to Blackboard and click on Tools. You should then see the link to SMARTTHINKING.

- Blackboard- [https://www.blackboard.odu.edu/webapps/login/](https://www.blackboard.odu.edu/webapps/login/)

- ODU Storage- Box is a powerful cloud-based file storage service that allows you to access, collaborate and share content among your peers and colleagues both inside and outside of the University. To access your Box @ ODU account, simply go to odu.box.com and log in with your MIDAS ID and password. That’s all you need in order to collaborate inside the Box!

- ODU Virtual Meeting Space: WebEx is a web service that allows you to meet, collaborate, present and share content - all online. You can meet face-to-face with one person or several people at once. Share your entire screen or specific documents with everyone in the meeting. Or give "remote control" to others for demonstration or support purposes. [https://odu.webex.com/mw0401sp13/mywebex/default.do?siteurl=odu](https://odu.webex.com/mw0401sp13/mywebex/default.do?siteurl=odu)

**TIP!** Endnote and Zotero are good software databases to manage references. The library offers an Endnote Workshop multiple times throughout the semester.
Social Organizations

- The Graduate Society for International Studies- GSIS seeks to create greater unity among graduate students in international studies through academic and professional opportunities; connections to faculty, ODU administrators, student government, and the community; and fellowship among students in the Graduate Program for International Studies. http://al.odu.edu/gpis/director.shtml

- Org Sync- Org sync is your way to connect organizations, communicate to other members, and explore your community. https://orgsync.com/login/old-dominion-university

- Global Student Fellowship- GSF is an international student organization which caters to the needs of all international students. http://www.cs.odu.edu/~dsi/gsf/
Conferences and Professional Organizations

GPIS encourages every doctoral student to participate in at least one conference per year for professional scholarly development. The flagship association in the field of International Studies is the International Studies Association (ISA). It holds an annual conference, moving to a different US city every year. ISA consists of many different sections reflecting the various specializations of its members.

Benefits of Membership:

- Reduced fees related to conference registration and publications
- Critical networking opportunities
- Receive timely alerts for submitting your paper proposal
- Access to job interviews during annual conference
- Access to job opportunities, fellowships and grants

Consider joining one or more of the associations listed below. Please note that deadlines for submitting a paper proposal to a conference hosted by professional associations are many months before the actual conferences.

- The International Studies Association [http://www.isanet.org/]
- The American Political Science Association [http://www.apsanet.org/]
- The Midwest Political Science Association [http://www.mpsanet.org/]
- The Association for Slavic, East European, & Eurasian Studies [http://aseees.org/]
- The Latin American Studies Association [https://lasa.international.pitt.edu/eng/]
- The Middle East Studies Association [http://www.mesa.arizona.edu/]
- American Association for Chinese Studies [http://aacs.ccny.cuny.edu/homepage.htm]
- The Association for Asian Studies [https://www.asian-studies.org/]
- African Studies Association [http://www.africanstudies.org/]
- European Union Studies Association [https://eustudies.org/]
Conference Funding

**GSIS Conference Fund**
The Graduate Society of International Studies announces the availability of funds to assist graduate students in defraying the costs for conference expenses to present papers at the Annual International Studies Conference. The aim of the initiative is to highlight and encourage graduate students to present their work in professional and academic settings.

Eligibility is contingent on the applicant volunteering 4 hours at specific GSIS events. Provisions will be made for distance students. Application details can be obtained by contacting the GSIS president and/or vice president.

**Young Scholar Alumni Fund**
GPIS is pleased to announce the launch of its Young Scholar Alumni Fund. Initiated by Professor Simon Serfaty earlier this year, it draws upon the support of our outstanding alumni now pursuing major careers of their own. Many have given generously towards this Fund and continue to do so, reflecting an enduring commitment to GPIS and extending the benefits of the program to a new generation of students during the coming years.

Application procedures are straightforward. Candidates should have passed their comprehensive exam and be in residence at GPIS. Grants will not exceed $800.00 and will be used for the presentation of a paper at a relevant professional meeting held in the United States during the academic year. No grant will be awarded for international travel of for the summer session. No more than one grant will be awarded to any one student in a given academic year. The allocation of grants will be managed by a small committee consisting of Dr. Simon Serfaty, Dr. Regina Karp, and Dr. William Eliason as the GPIS alumni representative.

To apply, submit name, date and place of conference, host institution/organization, and title and abstract of your paper to Dr. Karp at rkarp@odu.edu.
Frequently Asked Questions

1. **When do I need to decide on a concentration?** There is definitely an exploratory period when it comes to deciding on a concentration. Unless you are certain where your interests lie, take your mandatory concentration courses first. Also if you don’t want to commit to a course, speak with the instructor or a student who is in the concentration track.

2. **Are concentrations listed on the transcript?** Yes, the primary concentration is listed on the transcript. Once you decide on a concentration please notify your advisor so that he/she can load the information into LeoOnline.

3. **When should I start to prepare for my Foreign Language Test?** If you have no foreign language experience, start immediately, especially if you are going to teach yourself. If you’ve had prior experience but don’t meet the exemption requirement, then take the test just to see where your level of competency is. You may just surprise yourself and pass! In any case, do not wait until right before graduation.

4. **How often should I contact my advisor?** The relationship you have with your advisor is perhaps one of the most important ones you’ll develop in any graduate program. You’re only required to meet with your advisor once a semester in order to register for courses; however, we recommend meeting more frequently with your advisor.

5. **What do I need to be successful in GPIS?** It’s not enough to just take courses in graduate school. Research and professional/academic development are also critical to success. Fortunately, GPIS offers a wide variety of internships, research conferences and academic development opportunities throughout the year.

6. **Are there opportunities to teach at ODU through GPIS?** Yes. Having a Graduate Teaching Assistantship (GTA) allows a student the opportunity to teach. (The Graduate Research Assistantship (GRA) does not.)

   Additionally, PhD candidates who have completed their coursework and comprehensive exams are sometimes employed part-time as adjunct faculty. Students interested in obtaining teaching experience should discuss this with their advisor or the Assistant Director.

7. **Can I get waivers for any courses previously taken?** Yes. You may apply a maximum of 6 credit hours (a maximum of two courses) from a previous degree to your current degree. A copy of the course syllabus must be provided to your advisor and approved before a waiver can be granted. In addition, you will need to turn in signed, written documentation of your advisor’s waiver approval to Margo Stambleck so that it is recorded in your student file. Without this record, you will be required to complete the full credit hour requirement for your degree.

**TIP!** Read the GPIS Bulletin for additional program updates, events and other pertinent information that is disseminated throughout the semester.