

UNIVERSITY of WASHINGTON

THE HENRY M. JACKSON SCHOOL OF INTERNATIONAL STUDIES

# INTERNATIONAL STUDIES M.A. HANDBOOK

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# WELCOME & HANDBOOK

Welcome to the Jackson School of International Studies M.A. in International Studies program. We look forward to working with you during your studies. Our program gives students the opportunity to take an interdisciplinary approach to contemporary and historical problems of global affairs. We encourage you to seek out and take full advantage of the opportunities all over the UW campus.

> This handbook serves as a compilation of UW and Jackson School resources for students and a reference guide containing the school's academic requirements, deadlines, policies, and procedures. **You are responsible for knowing and adhering to the contents of this handbook.** Any questions about this handbook can be directed to the appropriate adviser as listed in the general advising section.

## GENERAL ADVISING AT JSIS

The Jackson School staff and faculty offer a variety of support to prospective and current students.

> Professor Deborah Porter is the Graduate Program Coordinator (GPC) for M.A.I.S. As the GPC, Dr. Porter serves as the academic adviser for the program. You should meet with her at least once per year to review your course of study and request any necessary approvals required. After you have formed your supervisory committee in your second year, your committee chair also advises you. Please see the section titled supervisory committee for more information on your committee's role, duties, and your responsibility to it.

> Rebecca Alhadeff is the Graduate Program Adviser (GPA) for the International Studies program. She will advise you regarding degree requirements, academic planning, policies and procedures, and graduation. Please meet with her at least once per year to ensure you are on track to graduate.

> The adviser-student relationship implies mutual responsibility. Faculty and staff advisers have office hours, where you can drop by to talk, and they may also be available by appointment at other times. Students are responsible for seeking out faculty and staff either during office hours or by making appointments. Please be proactive about your advising.

> If you find yourself struggling academically, meet with the GPC or GPA to discuss your options.

### M.A. INTERNATIONAL STUDIES PROGRAM ADVISERS

Name	Role	Contact Info	Advising Topics
Deborah Porter	Graduate Program Coordinator (GPC)	<a href="mailto:debzport@uw.edu">debzport@uw.edu</a> ; THO 220	Academic Advising; Curriculum; Research Interests;
Rebecca Alhadeff	Graduate Program Adviser (GPA)	<a href="mailto:ralhadeff@uw.edu">ralhadeff@uw.edu</a> ; THO 116 <a href="#">Appointments Here</a>	Prospective Students; General Inquiries; Degree Requirements; Academic Planning; Policies & Procedures; Graduation
Tamara Leonard	Center for Global Studies Managing Director	<a href="mailto:tleonard@uw.edu">tleonard@uw.edu</a> ; THO 502	Language Programs; Fellowship Opportunities
Dana O'Leary	FLAS/Fellowship Manager	THO 126	FLAS Fellowships; Fellowship Administration
Emily Keller	Global Studies Librarian	<a href="mailto:emkeller@uw.edu">emkeller@uw.edu</a> ; SUZ 161	International Studies collections; Research
Alison Wattles	Career Services & Alumni Relations	<a href="mailto:awattles@uw.edu">awattles@uw.edu</a> ; THO 124;	Internships; Career Planning; Alumni Connection
	Office of Academic Services	<a href="mailto:jsisadv@uw.edu">jsisadv@uw.edu</a> ; THO 111	Registration; General Inquiries

# M.A. DEGREE REQUIREMENTS

Students receive the M.A. degree when they have fulfilled the following requirements:

1. Complete curriculum requirements, including 38 credits of graduate level work (400 level classes and above, of which 18 credits must be 500 and above), not including language classes or thesis credits
2. Maintain a GPA of 3.0 or above
3. Achieve 2<sup>nd</sup> year level of proficiency in research language; or 3<sup>rd</sup> year proficiency in Chinese or Japanese
4. Complete your two focus areas
5. Complete either a thesis or 2 article length papers under faculty supervision
6. Pass the oral exam
7. Comply with the rules and regulations of the [UW Graduate School](#)

## CURRICULUM REQUIREMENTS

### REQUIRED CORE COURSES

**Required core courses:** There are three required courses plus a graduate colloquium series. The completion of these courses provides a background and framework upon which to focus on scholarship in the other required parts of your program. The graduate colloquium provides a weekly structure for supporting independent research and metacritical reckoning necessary for writing a thesis.

**JSIS 501** Comparative International Studies (5 credits)

**JSIS 511** Research Design and Methods for International Studies (5 credits)

**JSIS 594** International and Area Studies (2 credits)

**JSIS 591, 592, 593** Colloquium (1 credit/course)

**Required elective:** You must select a three to five credit course in either quantitative or qualitative methodology. Where appropriate, students are expected to utilize these tools in research and writing their final paper(s).

> The advanced methods requirement can be fulfilled by a number of courses offered across the UW. Please see the appendix for a list of approved courses. If you would like to take a course not on this list, you must receive written approval from your GPC.

> *\*\*You must cc the GPA on all approval emails with the GPC to ensure your approvals are noted in your academic record.*

### ADDITIONAL COURSEWORK

Students are required to complete at least 18 credits in two of the following three focus areas, with a minimum of three classes in each focus. Courses in these foci are selected from JSIS, social science departments, or professional schools.

**Regional or Area Studies Focus:** [Africa](#); [China](#); [Comparative Religion](#); [East Asia](#); [Europe](#); [Latin America](#); [Near East](#); [Russia, Eastern Europe, and Central Asia](#); [South Asia](#); and [Southeast Asia](#) are all regions students may focus on.

**International Studies Field Focus:** [States, Markets, and Society](#); [Law, Rights, and Governance](#); [Religions, Cultures, and Civilizations](#); and [Peace, Violence, and Security](#) are all field focuses that students may study. Students who choose the IS field focus are required to take one of the four Jackson School Foundational Field Seminars in their chosen focus area.

**Professional Focus:** This focus consists of a maximum of three courses offered by a professional school that deal with international and comparative dimensions of the profession. Students pursuing a concurrent degree will automatically choose the Professional Focus as one of their specializations.

## CONCURRENT PROGRAMS

Students can pursue either a stand-alone M.A. degree, or pursue the degree concurrently while obtaining a second degree in one of six professional schools. A concurrent-degree student may transfer after completing one year of a professional degree program, or may be admitted simultaneously. Course requirements and schedule completion are slightly different for concurrent M.A. and stand-alone M.A. degrees. Students must apply to these programs separately.

> There are six official concurrent degree programs:

- |                             |                                     |                                   |
|-----------------------------|-------------------------------------|-----------------------------------|
| 1. <a href="#">Business</a> | 3. <a href="#">Forest Resources</a> | 5. <a href="#">Public Affairs</a> |
| 2. <a href="#">Law</a>      | 4. <a href="#">Marine Affairs</a>   | 6. <a href="#">Public Health</a>  |

> Students from other professional schools not listed above are welcome to work with the GPC to coordinate an informal concurrent degree arrangement.

> The basic requirements for concurrent and stand-alone students are the same, but most concurrent students will delay the start of most of their JSIS coursework for a year, and some of the credits they earn will be counted for both degrees. After their first year, concurrent students will incorporate JSIS courses into their remaining professional school courses until both degrees are completed.

## LANGUAGE

Language study is an essential part of the program. Students must demonstrate the equivalent of two years of proficiency in their primary research language either by exam or successful completion of appropriate coursework. If students study Chinese or Japanese, they must demonstrate three years of proficiency. Students do not have to be proficient prior to entering the program and can complete the requirement during the M.A. program.

> Language classes are offered through [Asian Languages and Literature](#) (Sanskrit, Hindi, Bengali, Chinese, Japanese, Korean, Thai, Indonesian, and Vietnamese), [Classics](#) (Latin and Greek), [Near Eastern Languages and Civilization](#) (Arabic, Turkish, Persian, Aramaic, Coptic and Hebrew), [French and Italian Studies](#), [Spanish and Portuguese Studies](#), and the [Department of Germanics](#) (German). The Jackson School offers [Modern Greek](#) and [Khmer](#) languages.

> If you already have some language proficiency in your chosen languages but are uncertain about what level to take, contact the department offering the language for advice. Language taken at other institutions can be used to fulfill language requirements, provided it is recorded on a transcript. If you believe you are at or beyond the required language level but do not have a transcript to show this, you should arrange to take a proficiency exam through the appropriate department. Do this early; if your exam results do not show the required proficiency, you will need time to take the appropriate coursework.

## CAPSTONE RESEARCH PAPER(S)

Students have the option of either completing a thesis or two separate research papers. Each student must form a supervisory committee of at least 2 people to advise them during their work, and assess their work.

**Thesis:** This option is designed for students who wish to undertake a major research project that involves extensive use of primary sources. The thesis can be an expanded version of a seminar paper or an Independent Study project. If you are considering this option, you should consult with the GPC initially and then regularly with the members of your supervisory committee for guidance in both research and writing. Theses normally range between 40 and 70 pages.

> You must register for at least nine JSIS 700: Master's Thesis credits in order to complete this option. Your supervisory committee chair generally supervises and submits grades for these credits. You can take them all in one quarter or spread out over several quarters.

**Two research papers:** If the two paper option is selected, then one of the papers must be an original empirical analysis that is either aimed towards a scholarly audience or a policy audience. The second paper for the degree is also an original research paper that makes an argument and substantiates it with evidence.

> Concurrent degree students may submit the written paper required through their professional degree program as their second paper. These papers must have sufficient international content or substance to qualify.

## ORAL EXAM

The final oral exam questions are based on the essay or two research papers, any implications of your topic, and its relevance to global trends. All exams are different and you should ask your committee about your exam specifically. Below is an example of how the exam may be structured.

- > At the start of the exam, students are expected to prepare a brief, 5-10 minute, presentation about their course of study and research projects. After that presentation, the student steps outside the exam room, while the committee members deliberate about the student's candidacy and the line of questioning they will pursue. Following these deliberations, committee members will ask the student questions for about 45-60 minutes. The student will then leave the room while the committee deliberates on the results of the oral exam. Following their second deliberation, the chair will invite the student back to the exam room to inform them of the results of their exam.
- > The student's presentation and exam are open to the public. Audience members are asked to listen quietly.
- > Committee members may award distinction to students with outstanding performance in their written work (thesis or two papers) as well as in their oral exam. The following two categories of distinction will be awarded to students for their overall body of work and with unanimous consent of all Committee members.

**HIGH PASS:** A High Pass will be awarded to students who (1) showed overall mastery of material in their thesis or, whose two papers exhibit a close to publishable quality; and (2) delivered an impressive performance during their oral exam that showed substantial theoretical and empirical knowledge of their fields of study.

**HONORS:** Honors will be awarded to students who (1) showed excellent mastery of material in their thesis or, whose two papers are of publishable quality; and (2) delivered an outstanding performance during their oral exam that showed excellent and broadly situated theoretical as well as empirical knowledge of their respective fields of study in the context of international affairs.

## MODEL TIMELINE FOR COMPLETING IN TWO YEARS

This timeline is for students who have no prior training in a language. It is intended to be a guideline and model for courses taken as a fulltime M.A. student, not a required path for all students. It is also different than the path concurrent students will take. This model includes JSIS 700 credits, required for students writing a thesis. If you are not writing a thesis, please fill these spots with other credits.

YEAR 1		YEAR 2	
<b>Autumn</b>	Language Year 1 (5cr) JSIS 501 (5cr) JSIS 594 (2cr) Focus Class (5cr) JSIS 591 (1cr)	<b>Autumn</b>	Language Year 2 (5cr) Focus Class (5cr) Focus Class (5cr) JSIS 591 (1cr)
<b>Winter</b>	Language Year 1 (5cr) Focus Class (5cr) Methods Class (5cr) JSIS 592 (1cr)	<b>Winter</b>	Language Year 2 (5cr) Focus Class (5cr) JSIS 700 (4cr) JSIS 592 (1cr)
<b>Spring</b>	Language Year 1 (5cr) JSIS 511 (5cr) Focus Class (5cr)	<b>Spring</b>	Language Year 2 (5cr) Focus Class (5cr) JSIS 700 (5cr) JSIS 593 (1cr)

# GRADUATION PROCESSES

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All students must be enrolled for at least 2 credits during the quarter in which they intend to graduate.

## DEGREE PROGRESS & ADVISING

At least one quarter before you intend to graduate, you must meet with the GPA to ensure that you are on track to graduate. For example, if you intend to graduate at the end of spring quarter, please meet with the adviser at the beginning of winter quarter. You may make an appointment with them here. If you choose not to meet with the GPA, we cannot guarantee you will have completed all of the necessary requirements to graduate.

## SUPERVISORY COMMITTEE

Your supervisory committee is comprised of at least two faculty members and no more than four faculty members, including a chair. You should discuss the number of faculty members that would be best for your research with the GPC.

> When determining your committee chair and committee members, please note that your chair must be a member of the Graduate Faculty. Graduate Faculty are members of the University faculty who have been designated by the Dean of the Graduate School as actively participating in graduate education. Please see the [searchable database of all Graduate Faculty](#), which can be found online.

> At least two quarters before you intend to graduate, you must declare your supervisory committee by filling out the form, receiving signatures from your committee members as well as the GPC, and returning it to the GPA in THO 116 or uploading it via the M.A. Programs Canvas website. For example, if you intend to graduate at the end of spring quarter, please submit your form during autumn quarter. You can find this form on the JSIS website, on the M.A. Programs Canvas page, or pick up a copy from THO 116.

## JSIS FORMS & DEADLINES

In the final quarter of your studies, there are a variety of forms you must submit and actions you must take to ensure on time program completion. You can find all forms on the JSIS Advising website and on the M.A. Programs Canvas page.

**Final papers:** Final drafts of your two papers or thesis are due to your supervisory committee and the GPA by email no later than 5pm on Friday of the 6<sup>th</sup> week of your intended graduation quarter. For example, if you intend to graduate during spring quarter in 2020, your drafts are due on Friday, May 8, 2020 at 5pm. However, you should be submitting drafts to your committee members throughout your writing process. Students should work closely with their committee members to develop a timeline for writing and submitting drafts.

**Oral exam forms:** You must work with your supervisory committee to schedule your oral exam and fill out this form. You and your supervisory committee will determine the date and time of your oral exam and then you will have the GPC approve the form. You will then bring the form to the GPA in THO 116 or submit the form online via the M.A. Programs Canvas page. You may also submit a scanned pdf of the document via email to the GPA. The GPA will schedule the room for your exam and communicate that information to you and your committee members.

> Your oral exam form is due to the GPA no later than 5pm on Friday of the 7<sup>th</sup> week of your graduation quarter. For example, if you intend to graduate during spring quarter in 2020, your form is due on Friday, May 15, 2020 at 5pm.

**Request to graduate with Graduate School:** In order to actually graduate, you must formally request to graduate from the Graduate School no later than 5pm on Friday of the 7<sup>th</sup> week of your graduation quarter. This will trigger a variety of administrative processes necessary for graduation, so please make this a priority.

\*\*Note: The JSIS M.A. in International Studies is a non-thesis program (even if you choose to write a thesis). Be sure to check the non-thesis option on the application.

**Complete oral exams:** The Jackson School has set an internal deadline to complete your oral exams no later than 5pm on the Friday of the 10<sup>th</sup> week of your graduation quarter. For example, if you intend to graduate in spring quarter 2020, you must schedule and complete your oral exam no later than 5pm on Friday, June 5, 2020. This deadline is set so you will have at least 1 week to make any changes to your papers or thesis required by your supervisory committee. If you need more time to schedule your oral exam, you will need approval from the GPC.

> If you cannot complete your oral exam on this timeline, it is possible to receive an extension. Extensions are determined and approved by the GPC on a case-by-case basis. The official deadline to complete your oral exam is 5pm on the Friday of the 11<sup>th</sup> week of your graduation quarter, or Friday, June 12, 2020 if graduating Spring quarter 2020.

**Master's warrant:** This form is to be filled out by your supervisory committee upon completion of your oral exam. It indicates to the GPA that you have passed your oral exam and that your papers/thesis have been accepted. The GPA will put a blank copy of the form in the folder they give to your committee for your oral exam. Once your oral exam is completed your committee will sign the form, indicate if you have passed, received a high pass, or passed with honors. The GPA will scan and send you the form for your records.

**Master's thesis supervisory committee form:** The form is to be filled out by all students completing the thesis option. The GPA will put a blank copy of this form in the folder they give to your committee for your oral exam. If your committee accepts your thesis as complete without revisions, please ask them to sign the form at the end of the oral exam and they will return it in the folder to the GPA. The GPA will scan the form and email it to you so you can upload it with your thesis.

> If the committee requests revisions before they accept your thesis, you should keep the form until your revisions are complete and then ask your committee to sign the form. In this case you will be responsible for scanning the form for your thesis submission. Please email the scanned copy to the GPA for our records.

**Submitting final paper(s):** There are two processes for submitting your capstone research, differing based on whether you wrote a thesis or two papers.

**THESIS:** You must submit your final thesis both to your committee and the GPA via email, and to the Graduate School via the ETD Proquest Administrator website no later than 11:59pm on the Friday of the 11<sup>th</sup> week of your graduation quarter. For example, if you are graduating in Spring quarter 2020, you must submit your thesis no later than Friday, June 12, 2020 at 11:59pm.

There are very strict guidelines for formatting your thesis before you submit it. You will need to submit the Master's Thesis Supervisory Form along with your thesis. Please visit this [Graduate School](#) website for detailed instructions. The GPA also has a guide to submitting your thesis that you may request.

**TWO PAPERS:** You must submit any revisions required by your committee to your committee and to the GPA by email no later than 11:59pm on the Friday of the 11<sup>th</sup> week of your graduation quarter. For example, if you intend to graduate in Spring 2020, you must submit these papers by Friday, June 12, 2020 at 11:59pm.

## GRADUATION TIMELINE

Task	Deadline
Supervisory Committee Form Submitted	2 quarters before intended graduation quarter
Confirm Degree Progress with GPA	1 quarter before intended graduation quarter
Final Draft of Paper(s) Due to Committee	5pm on Friday of 6 <sup>th</sup> week of graduation quarter
Oral Exam Form Submitted	5pm on Friday of 7 <sup>th</sup> week of graduation quarter
Apply for Graduation	5pm on Friday of 7 <sup>th</sup> week of graduation quarter
Oral Exams Completed	5pm on Friday of 10 <sup>th</sup> week of graduation quarter
Thesis Submitted via ETD/Paper Revisions Due to GPA	11:59pm on Friday of 11 <sup>th</sup> week of graduation quarter

# UW ACADEMIC POLICIES

The Jackson School works to ensure all of its degree programs comply with the Graduate School academic policies; however, it is your responsibility to fulfill all degree requirements. Please familiarize yourself with the Graduate School policies found on its [website](#).

> Additionally, Washington Administrative Code 478-121 establishes a student conduct code for the UW as a whole. Part III of chapter 121 sets forth procedures for hearings, disciplinary sanctions, and evidentiary standards. Please visit the [Student Conduct Code](#) website for details.

## REGISTRATION POLICIES & DEADLINES

The UW Registrar's office manages all registration processes for the university. You should familiarize yourself with the [academic calendar](#) to ensure you meet all registration deadlines.

**Adding courses:** Adding courses to your schedule is done through your MyPlan website or through your MyUW page and the UW Time Schedule. The registration windows are listed on the general UW academic calendar. As you will see on the UW Time Schedule pages, some courses in other departments prioritize students within their departments. If you wish to take a class in a different department, you must occasionally wait until Registration Period II or III.

> Some courses both at the Jackson School and in other departments require an add code to register. Please email the instructor to receive an add code.

> If you are registering for JSIS 600 or JSIS 700, you will need an add code.

> You must be registered for at least 1 course by the first day of classes or you will have to pay a \$20 fine. If you add or drop a class after the first full week of the quarter, you have to pay a \$20 fine. See more about dropping classes below.

**Auditing courses:** You may choose to [audit a course](#). First, request permission from the instructor teaching that course; the decision to allow auditors in classes rests solely with the instructor. Once you have received permission, register for the class as you would any other class. Then fill out the [Registration Transaction Form](#) to change the course to audit, scan the completed form, and email it to [regoff@uw.edu](mailto:regoff@uw.edu) or drop off your completed printed form at the Registrar's Office on the 2<sup>nd</sup> floor of Schmitz Hall.

**Dropping courses:** You are allowed to add or [drop a course](#) with no penalty through the 7<sup>th</sup> calendar day of the quarter with no penalty or fine. You are allowed to drop a course from the 8<sup>th</sup> calendar day of the quarter through the 14<sup>th</sup> day of the quarter for a fine of \$20, but no record of your dropped courses will appear on your transcript.

> Each academic year (September through August) you may drop one course after the 14<sup>th</sup> calendar day of the quarter, but no later than the last day of the 7<sup>th</sup> week of the quarter. A "W" grade and the week designation (W3 through W7) will appear on your transcripts and you will be charged a \$20 fee.

**Withdrawal from courses:** Students may petition for a [Hardship Withdrawal](#) following the 14<sup>th</sup> day of the quarter if they are unable to complete a course(s) due to physical and/or mental debilitation or unusual and extenuating circumstances beyond the student's control.

## ON LEAVE & REINSTATEMENT POLICIES

Students must be accounted for (i.e., either registered or officially on-leave) during every term except summer quarter until they complete their degree. Any student who does not apply for on-leave status before going on-leave for one or more quarters during the academic year will be dropped from the UW Graduate School and will need to request reinstatement to the UW before returning.

**Filing for on leave status:** If you must take a leave of absence for personal or professional reasons, please notify the GPA via email or in person first. Then [submit an online request](#) to go on leave using your MyGrad Program portal. You

must submit an on leave request each quarter you are absent from the university. Students must have completed at least one quarter of study prior to filing an on leave petition. International students must have completed at least 3 quarters of full time work before they submit an on leave petition.

> Once your request has been submitted, the GPA will approve or deny your request and you will then be prompted to pay a \$25 non-refundable fee. On leave requests can be submitted as early as two weeks prior to the start of the quarter, but they must be submitted, approved, and paid for no later than 11:59pm PST on the last day of instruction (or the 10th week of the quarter). The Graduate School has additional information about this process on [this website](#).

**Returning from on leave status:** In order to return from on leave status, simply register for the quarter you wish to return. Please also notify the GPA so they can make any other necessary arrangements.

**Reinstatement:** If you failed to maintain your graduate student status (in other words, if you did not apply for on leave status and simply stopped registering for classes), and you wish to resume your studies, you must first contact the GPA and the GPC to request permission. Once you have received permission from the GPC, you may [request reinstatement to the Graduate School](#).

> Requests will be approved or denied by the GPA according to previous communication. If your request is approved, you must pay a non-refundable fee of \$250 before you are eligible to register for the reinstatement quarter.

## FUNDING & FELLOWSHIPS

The Jackson School offers various funding opportunities for M.A. students. Please see the [Funding Opportunities website](#) for information on specific fellowships.

### FLAS FELLOWSHIPS

The University of Washington offers [Foreign Language and Area Studies](#) fellowships to support undergraduate, graduate, and professional students in acquiring modern foreign languages and area or international studies competencies. Students from all UW departments and schools are encouraged to apply. The six National Resource Centers at the UW offer Academic Year and Summer FLAS Fellowships in the following languages:

> Arabic – Bangla – Bosnian/Croatian/Serbian – Serbian – Burmese – Chinese – French – Hebrew – Hindi – Indigenous Languages spoken in Canada – Indonesian – Inuktitut – Japanese – Kazakh – Khmer – Korean – Persian – Portuguese – Russian – Swahili – Tagalog – Thai – Turkish – Urdu – Uyghur – Vietnamese

> FLAS academic year fellows receive \$18,000 tuition, and \$15,000 living stipend. FLAS summer fellows receive \$5,000 tuition, and \$2,500 living stipend. Please read all of the [FLAS guidelines](#) carefully before you apply.

> *FLAS fellowships are only available to current and incoming UW students who are U.S. citizens or permanent residents.*

### GRADUATE FUNDING INFORMATION SERVICE

[GFIS](#) works with current and admitted UW graduate students, helping them identify and locate funding opportunities for graduate school-related expenses including tuition, research, conference, and research travel. Students can visit GFIS during drop-in advising hours, schedule individual appointments, or request information by email ([gfis@uw.edu](mailto:gfis@uw.edu)).

## CAREER SERVICES

The Jackson School Career Services office helps students connect their academic interests to internships, training, and future careers. It provides support through [advising](#), exploratory and skill building workshops, panels, networking opportunities, internship support, maintaining a [job board](#), and arranging an annual [mentor program](#).

**JSIS 578 E: Careers and Development in International Studies** is a 2-credit seminar featuring guest speakers from various career fields who present workshops and share their areas of expertise as it relates to employment, networking, and career development. The goal of this course is to help students identify their career interests, develop marketable skills, and search and apply for relevant positions and fellowships.

## GET CONNECTED

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Looking for another way to join the Jackson School community? Get connected to our latest news, events, info sessions, and job opportunities through our online media channels.

> You can sign up for [weekly general Jackson School event emails](#). For a Jackson School quarterly newsletter round-up that goes out to the wider community, [sign-up here](#).

Join the conversation by following us on social media:

- > Facebook: UWJacksonSchool
- > Twitter: @UWJSIS
- > YouTube Channel: UWJSIS
- > Instagram UWJacksonSchool
- > LinkedIn: [linkedin.com/school/UWJacksonSchool](https://www.linkedin.com/school/UWJacksonSchool)

## RESOURCES

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The University of Washington and the Jackson School have a variety of resources to ensure your experience is positive, healthy, educational, and expansive. Please find a brief list of resources available to students below. If you have any questions about these or any other resources available to students, please contact the Graduate Program Adviser.

### DIVERSITY

**JSIS Diversity & Equity Committee:** The Jackson School is uniquely positioned to contribute to an equitable and inclusive learning, teaching, and working environment. We draw on our global expertise to enhance the offerings of diverse intellectual and personal experiences at the University of Washington and beyond.

> Our faculty, staff, and students are intellectually engaged with the ways that race, gender, identity, sexuality, ability, class, and ethnicity shape the human experience, both within the educational sphere and outside of it. Through this work, we encourage all members of JSIS to think critically about the world around them, and actively engage.

> The role of the [Diversity and Equity Committee](#) is to identify and implement diversity and equity initiatives for the faculty, staff, and students. For more information, see their website. To speak with someone on the committee you are welcome to email them at [jsisdiv@uw.edu](mailto:jsisdiv@uw.edu).

**UW Office of Minority Affairs & Diversity:** The UW Office of Minority Affairs and Diversity (OMA&D) works to increase diversity on campus and enrich the collegiate experience of all UW students, faculty, and staff. They offer services including academic support programs, financial aid counseling and opportunities, and social and cultural activities. Please visit their [website](#) for further information and specific services.

**Q Center:** The [UW Q Center](#) is a fierce, primarily student run resource center dedicated to serving anyone with or without a gender or sexuality – UW students, staff, faculty, alum, and community members. They host and support student groups, put on regular programming events, house a lending library, and amplify student voices on our Student Blog. Explore their website for more information or stop by the Husky Union Building, Room 315.

## DISABILITY

The [Disability Resources for Students](#) office is dedicated to ensuring access and inclusion for all students with disabilities. They currently work with over 3000 students with either temporary or permanent physical, health, learning, sensory or psychological disabilities. If you need specific accommodations or services, they are able to liaise with faculty and staff to ensure your needs are met.

## SAFETY, HEALTH, & WELLNESS

At the Jackson School, we recognize that you do your best work when you also prioritize your physical and mental health. The following resources are just a few of those available to UW students. If you have a specific issue that is not addressed by any of the resources below, please reach out to the Graduate Program Adviser for assistance.

**Safe Campus:** [UW Safecampus](#) works with campus partners to keep the community safe. Safecampus acts as the central point of communication and the coordinating unit for violence mitigation across campus. They deal with issues of conflict resolution, self-harm, relationship violence, suicide, and Title IX issues.

> Their website provides resources to the entire UW community, particularly students to address these issues. If you feel unsafe, you should call 206-685-7233, a number available 24/7.

**Hall Health:** UW Seattle students are eligible for a number of health services including medical advice from the consulting nurse, drop-in care for mental health concerns, one subsidized medical visit per quarter, and many more at the [Hall Health Center](#) at no cost. They are located on campus almost directly behind Thomson Hall. Please see their website for appointments, office hours, and service details.

**Counseling Center:** The [Counseling Center](#) in Schmitz Hall offers multiple options for students seeking help coping with stress and mental health concerns. All UW Seattle students in degree-seeking programs are eligible for their services. Please visit their website for hours and services.

> If you are experiencing a psychological crisis outside of their working hours and cannot wait until they open, Crisis Connections, a local non-profit, has a hotline at 866-427-4747.

**Intramural Activities (IMA):** The [UW IMA](#) has a variety of recreation facilities including swimming pools, driving ranges, exercise rooms, recreation fields, basketball courts, and more to help students stay physically fit. As a UW student, you have access to these facilities. Please visit their website for more information on hours, classes, and location.

## GRADUATE & PROFESSIONAL STUDENT SENATE (GPSS)

The [Graduate and Professional Student Senate](#) is the official student government representing the 15,000 graduate and professional students at the University of Washington. GPSS provides and advocates for the tools needed to enhance personal and professional development, and safeguards the interests of the students it represents.

## JSIS GRADUATE COUNCIL

The Jackson School Graduate Council (JSGC) is a student run council that advocates for Jackson School graduate students, provides quarterly social gatherings, operates and runs the Graduate Lounge, and creates community among graduate students. It is comprised of the president, vice president, treasurer, and secretary.

## OUTREACH CENTERS

The University of Washington has [14 outreach centers](#) all housed here at the Jackson School. These centers provide opportunities for educators, students, and the community to learn about the world. Some of them have specific scholarship opportunities and other resources that may be useful.

<a href="#">Canadian Studies Center</a>	<a href="#">Ellison Center for Russian, East European and Central Asian Studies</a>
<a href="#">Center for Global Studies</a>	<a href="#">EU Center</a>
<a href="#">Center for Human Rights</a>	<a href="#">International Policy Institute</a>
<a href="#">Center for Korea Studies</a>	<a href="#">Middle East Center</a>
<a href="#">Center for West European</a>	<a href="#">South Asia Center</a>
<a href="#">East Asia Center</a>	<a href="#">Southeast Asia Center</a>
<a href="#">East Asia Resource Center</a>	<a href="#">Stroum Center for Jewish Studies</a>

## TECHNOLOGY & COMPUTERS

The Jackson School Graduate Student Lounge has several computers and a printer available for your use. Additionally, all libraries have public computers, and printing available is for students at a small fee. See [DawgPrints](#) for information.

> All Library computers offer word processing, spreadsheet, database, graphics applications, and access to the Internet. The resources listed below provide additional computing services.

**UW Information Technology:** Housed on the second floor of Odegaard Library, UW IT provides technology support to all three campuses. They also offer [free trainings](#) on software including Adobe InDesign, Excel, HTML, Audacity and Podcasting, Adobe Illustrator, iMovie, and Accessible Document Creation.

**The Center for Social Science Computation & Research (CSSCR):** [The Center for Social Science Computation and Research](#) is a computer resource center providing facilities and support for social science departments at the University of Washington. CSSCR facilities are restricted to use by students, faculty, and staff of the University of Washington. CSSCR's labs are located on the first floor of Savery Hall.

> CSSCR offers trainings and consultation services for social science students conducting quantitative and qualitative research requiring data management. Their computers have the following non-exhaustive list of software installed: ArcGIS, ATLAS.ti, Audacity, Crimson Editor, Eclipse, Emacs, MATLAB, Python, R, SPSS, Stata, and Tableau Public. They offer regular trainings in ATLAS.ti, Python, R, Stata, and others. Please visit their website for up to date information on workshop offerings.

**The Center for Studies in Demography & Ecology:** [The Center for Studies in Demography and Ecology](#) is a community of scholars, made up of faculty and students, who develop new demographic measures and methods, advances knowledge about population dynamics, generates new data and evidence to support population science, and trains the next generation of demographers.

> CSDE offers workshops on Spatial Data Analysis, R, GIS, Python, Stata, Coordinate Systems, and others. Please see their website for up to date information on workshop offerings. CSDE is located in Raitt Hall, room 206.

## CERTIFICATE & ENRICHMENT PROGRAMS

The Jackson School and other UW departments offer certificate programs to enrich your educational experience. The following list is a sampling of what the Jackson School offers. If you are looking for something that is not on the list, please visit the department that houses your preferred subject for information. A [complete list of graduate certificate programs](#) can also be found online.

**QUAL Concentration:** The [QUAL Concentration](#) offers students a foundation in qualitative multi-methods research allowing them to deepen their research in their chosen social science or professional field. Students who choose to add the QUAL Concentration to their degree will gain specific skill sets that will benefit them at university and in their future career. The QUAL Concentration is available to graduate and professional students.

**REECAS Certificate:** The [graduate certificate in Russian, East European, Central Asian Studies](#) is designed for graduate students to acquire in-depth knowledge of REECAS regions and to develop interdisciplinary analytical and academic skills by taking sixteen student-credit hours at the 500 level or above.

**Korea Certificate:** The purpose of the [Certificate in Korea Studies](#) is to provide a vehicle through which UW graduate students, visiting graduate students, and recent Ph.D.s can acquire a firm foundation in Korea Studies, and be able to document their acquisition of this foundation. The program provides systematic instruction in Korean history, Korean culture and institutions, and Korean political organization and foreign relations.

## **WRITING CENTER**

The [UW writing centers](#) are staffed by tutors who provide students with customized guidance on writing projects. They are able to help students understand fully what any given assignment is asking them to do; plan how to complete all assignments; and execute that plan from the initial writing of research notes through submission of the final draft.

## USEFUL WEBSITES

Academic Calendar	<a href="https://www.washington.edu/students/reg/1920cal.html">https://www.washington.edu/students/reg/1920cal.html</a>
Counseling Center	<a href="http://www.washington.edu/counseling/">http://www.washington.edu/counseling/</a>
Disability Resources for Students	<a href="http://depts.washington.edu/uwdrs/">http://depts.washington.edu/uwdrs/</a>
FLAS	<a href="https://jsis.washington.edu/advise/funding/flas/">https://jsis.washington.edu/advise/funding/flas/</a>
GPSS	<a href="http://depts.washington.edu/gpss/">http://depts.washington.edu/gpss/</a>
Graduate School	<a href="http://grad.uw.edu">http://grad.uw.edu</a>
Graduate Funding Info Service	<a href="https://www.lib.washington.edu/commons/services/gfis">https://www.lib.washington.edu/commons/services/gfis</a>
Graduation Request Form	<a href="https://webapps.grad.uw.edu/student/mastapp.aspx">https://webapps.grad.uw.edu/student/mastapp.aspx</a>
Hall Health	<a href="http://depts.washington.edu/hhpccweb/">http://depts.washington.edu/hhpccweb/</a>
Intramural Activities	<a href="http://www.washington.edu/ima/">http://www.washington.edu/ima/</a>
JSIS Careers	<a href="https://jsis.washington.edu/advise/career/">https://jsis.washington.edu/advise/career/</a>
JSIS Diversity and Equity Committee	<a href="https://jsis.washington.edu/about/diversity-equity/">https://jsis.washington.edu/about/diversity-equity/</a>
JSIS Forms	<a href="https://jsis.washington.edu/advise/student-forms/">https://jsis.washington.edu/advise/student-forms/</a>
JSIS Funding	<a href="https://jsis.washington.edu/advise/funding/">https://jsis.washington.edu/advise/funding/</a>
MyGrad for Students	<a href="http://grad.uw.edu/for-students-and-post-docs/mygrad-program/">http://grad.uw.edu/for-students-and-post-docs/mygrad-program/</a>
Office of Minority Affairs and Diversity	<a href="http://www.washington.edu/omad/">http://www.washington.edu/omad/</a>
Registrar's Office	<a href="https://registrar.washington.edu">https://registrar.washington.edu</a>
Safecampus	<a href="https://www.washington.edu/safecampus/">https://www.washington.edu/safecampus/</a>
Technology Services	<a href="https://www.washington.edu/uwit/">https://www.washington.edu/uwit/</a>
Time Schedule	<a href="https://www.washington.edu/students/timeschd/">https://www.washington.edu/students/timeschd/</a>
Writing Centers	<a href="http://depts.washington.edu/writeuw/centers.html">http://depts.washington.edu/writeuw/centers.html</a>

# APPENDIX

## APROVED ADVANCED METHODS COURSES

Course Number	Course Title	Credits
ANTH 550	Field Techniques in Ethnography	5
ANTH 560	Discourse and Culture	5
BIO A 526	Models and Methods for Bio-Cultural Anthropology	5
B ECON 501	Analysis of Global economic Conditions	4
BIOSTAT 511-513	Statists for Bio-Social Science	4-4-4
COM 511	Content Analysis	5
COM 513	Fieldwork Research Methods	5
COM 514	Critical Discourse Analysis	5
COM 515	Rhetorical Criticism	5
COM 517	Survey Research	5
COM 518	Cultural Studies Methods	5
COM 519	Visual Cultural Studies Methods	5
COM 520	Statistical Methods in Communication	5
COM 527	Global Communication Research Methods	5
CS&SS 526	Structural Equation	3
CS&SS 529	Sample Survey Techniques	3
CS&SS 536	Analysis of Categorical and Count Data	3
CS&SS 544	Event History Analysis	5
CS&SS 560	Hierarchical Modeling in the Social Sciences	4
CS&SS 564	Bayesian Statistics for the Social Sciences	4
CS&SS 566	Causal Modeling	4
CS&SS 567	Statistical Analysis of Networks	4
CS&SS 568	Statistical Analysis of Game-Theoretical Data	5
CS&SS 569	Visualizing Data	4
CS&SS 589	Multi-variate Data Analysis for the Social Sciences	4
ECON 580	Econometrics	4
GEOG 425	Qualitative Methods in Geography	5
GEOG 514	GIS Problem Solving	5
GEOG 517	Geospatial Data Analysis	5
GEOG 525	Advanced Qualitative Methods in Geography	5
GEOG 526	Advanced Qualitative Methods in Geography	5
GH 538	Advanced Qualitative Methods in Anthropology and Public Health	5
GH 590	Quantitative Impact Evaluation	5
GH 590H	Basic Experience with Global Health Metrics Data and Estimates	5
GWSS 597	Fieldwork in Women Studies	5

HSTRY 595	Methods of Historical Research	5
PUBPOL 525	Qualitative Field Methods for Social Science and Policy	4
PUBPOL 526	Program Evaluation	4
PUBPOL 527	Quantitative Analysis I	4
PUBPOL 528	Quantitative Analysis II	4
POL S 502	Qualitative Research Methods	5
POL S 503	Advanced Quantitative Political Methodology	5
POL S 504	Multi-Method Field Research	5
POL S 510	Maximum Likelihood Methods for the Social Sciences	5
SOC 504-505	Applied Social Statistics	3-3
SOC 506	Methodology: Quantitative Techniques in Sociology	3
SOC 519-520	Fieldwork: Observation and Interviewing	3-3
SOC 526	Causal Approach to Theory Building and Data Analysis	3
SOC 527	Measurement of Basic Sociological Concepts	3
SOC 533	Research Methods in Demography	3
SOC 536	Analysis of Categorical and Count Data	3
SOC 537	Modeling Emergence: Social Simulation	3
SOC 555	Methods in Macro, Comparative, and Historical Sociology	3
SOC 560	Hierarchical Modeling for the Social Sciences	4
SOC 582	Special Topics in Research Methods and Statistical Analysis in Sociology	3
SOC WL 554	Analytical Perspectives on Social Welfare Policy	3
SOC WL 585	Qualitative Methods in Social Work	3
SOC WL 589	Multivariate Data Analysis for the Social Sciences	4



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