

2022-2023

School of **CRIMINAL JUSTICE**

**Graduate Programs
Handbook**





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University of
CINCINNATI
SCHOOL OF CRIMINAL JUSTICE



GRADUATE PROGRAMS HANDBOOK

INTRODUCTION

The **School of Criminal Justice** is dedicated to research, teaching and service that examine the nature of crime and control and support practices that reduce crime and criminality, reduce the costs of such practices, and increase fairness of these practices.

Graduate students are subject to the most current University rules and regulations. Since changes do occur, official updates can be found by consulting the online Graduate Handbooks at the Graduate School's website. Returning students are subject to the current rules, policies, and regulations in effect at the time of their re-admission and thereafter. For information on the University of Cincinnati Graduate Student Handbook, visit The Graduate School website.

University of Cincinnati

College of Education, Criminal Justice, and Human Services
School of Criminal Justice

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KEY CONTACTS – TELEPHONE NUMBERS

EMERGENCY – Police and Fire	911	MENTAL HEALTH CRISIS HOTLINE	513-584-8577
AFRICAN AMERICAN CULTURAL AND RESOURCE CENTER	556-1177	NEWSPAPER, Local, Cincinnati Enquirer	651-4500
ANONYMOUS REPORTING HOTLINE (Ethics Point) 800-889-1547		NIGHT RIDE	556-RIDE
BILLS, STUDENT ACCOUNTS, CONTACT One Stop Student Service Center	556-1000	NIGHTWALK, Escort back from class at Night	558-9255
BOOKSTORE, MAIN UC, Information	556-1700	NOTARY, UC Bookstore (by appointment)	556-1700
Textbooks	556-1400	OMBUDS, Office of	556-5956
General Book	556-1800	ON-CAMPUS CONFIDENTIAL COUNSELING/CAPS	556-0648
School Supplies	556-4672	ONE STOP STUDENT SERVICE CENTER	556-1000
Computer	556-2679	PARKING SERVICES	556-2283
BRAVO, LGBTQ specific violence, assault, stalking . 866-86 BRAVO		PHARMACY, University Health Services, West	556-6091
BUS, METRO: Cincinnati's public bus system (Route information)	621-4455	POISON CONTROL	800-222-1222
BUS, METRO – Bus Passes, Parking Services	556-2283	POLICE, Emergency	911
CAMPUS INFORMATION (maps, campus events, Not directory assistance)	556-2831	Non-Emergency, West Campus	556-1111
CAREER DEVELOPMENT CENTER, career development, job postings	556-3471	Non-Emergency, East campus	556-1111
CASHIER'S OFFICE	556-4252	POLICE, Municipal	765-1212
COUNSELING CENTER	556-0648	PROVOST, Office of	556-2588
DEAN OF STUDENTS	556-4119	PSYCHOLOGICAL SERVICES	556-0648
DIRECTORY ASSISTANCE, On Campus	556-6000	PUBLIC LIBRARY Cincinnati Main Downtown	369-6900
Off –Campus	0	Clifton Branch	369-4447
DISABILITY SERVICES	556-6823	Corryville Branch	369-6034
DIVERSITY & INCLUSION, Office of	556-8463	RECOVERY HEALTH ACCESS CENTER (substance disorder)	281-7880
DOMESTIC VIOLENCE & PROTECTIVE ORDER CLINIC ..	241-9400	RECREATION CENTER	556-0604
EMPLOYEE ASSISTANCE PLAN (EAP)	800-227-6007	Court Reservations	556-0604
EMPLOYMENT, STUDENT on campus employment	556-6381	REGISTRATION, contact One Stop Student Service Center	556-1000
ENVIRONMENTAL HEALTH & SAFETY	556-4968	SEXUAL ASSAULT INFORMATION	556-0173
ETHNIC PROGRAMS/MULTICULTURAL SERVICES	556-6008	24 Hour Help Line	218-0531
EQUAL OPPORTUNITY & ACCESS, Office of	556-5503	SHUTTLEBUS INFORMATION, Transportation Services	556-4424
FACILITIES MANAGEMENT	558-2500	STUDENT ACCOUNTS (Bills), contact One Stop Student Service Center	556-1000
FIFTH THIRD ARENA, Tickets	556-2287	STUDENT ACTIVITIES BOARD, (SAB) (promotes student groups	556-6107
Information	556-2170	STUDENT CODE OF CONDUCT, Office of University Judicial Affairs	556-6814
FINANCIAL AID, Contact One Stop Student Service Center	556-1000	STUDENT GOVERNMENT – GSGA (Graduate Student Governance Assn.	556-6101
FITNESS AND WELLNESS SCREENINGS	556-6124	STUDENT LIFE, UC Office of	556-4119
FITNESS CLASSES, Recreation Center	556-0604	STUDENT RECORDS, Registrar	556-9900
GRADUATE STUDENT GOVERNANCE ASSN. (GSGA)	556-6101	SUICIDE PREVENTION HOTLINE	800-784-2433
GRADUATE SCHOOL OFFICE	556-4335	800-273-TALK
HEALTH INSURANCE, University Health Services	556-8668	STUDENT WELLNESS CENTER	556-6124
HEALTH SERVICES, University Health Services East Campus	584-4457	TESTING SERVICES	556-7173
West Campus	556-2554	TICKETS, ATHLETICS	556-2287
HOUSING, graduate	556-0682	TICKETS, THEATER, CCM BOX OFFICE	556-4183
OFF-CAMPUS HOUSING	556-0682	TITLE IX	556-3349
ID BADGES, Public Safety, 3 Edwards Center	556-4925	TRANSCRIPTS, Student Records, Registrar	556-9900
INFORMATION TECHNOLOGIES HELP DESK, UCIT	556-4357	TUTORIAL SERVICES	556-3244
INTERNATIONAL PROGRAMS	556-4278	UNIVERSITY HEALTH SERVICES	556-2564
INTRAMURAL SPORTS	556-5706	VETERAN'S EDUCATIONAL BENEFITS, Registrar	556-6811
JUDICIAL AFFAIRS, Office of	556-6814	VETERANS SERVICES	556-6811
LIBRARIES, Langsam (Main Library), Hours	556-1867	VICTIM SERVICES (UCPD)	556-4905
Circulation	556-1424	WELLNESS CENTER, smoking cessation, wellness/fitness evaluations	556-6124
LGBTQ CENTER	556-4329	WOMEN'S CENTER	556-4401
LOST AND FOUND, Public Safety, East and West Campuses	556-4958	WOMEN HELPING WOMEN	381-5610
		YWCA DOMESTIC VIOLENCE SHELTER	888-872-9259

PREFACE

The Graduate Dean heads the Graduate School of the University of Cincinnati. The Graduate Dean reports to the Provost and is responsible for coordinating, implementing, and administering all policies, rules, and regulations pertaining to graduate degree programs. The Graduate Faculty has the responsibility for determining educational policies and regulation requirements for the admission of students, candidacy, and the awarding of graduate degrees. The rules and regulations of the Graduate School are delineated in the Graduate Handbook of the Graduate School.

The Graduate Faculty exercises sole power in establishing requirements pertaining to all graduate degree programs. However, individual divisions/schools are free to determine specific courses of study, precise manners of instruction, and individual methods for evaluating the results of examinations. The Graduate Student Handbook of the School of Criminal Justice contains the policies, procedures, and curriculum of the Criminal Justice graduate degree programs and complies with the rules and policies of the Graduate School.

University of Cincinnati graduate student policies, current web version, available on The Graduate School's website:

grad.uc.edu/student-life



CRIMINAL JUSTICE GRADUATE PROGRAMS AT THE UNIVERSITY OF CINCINNATI

Graduate study in Criminal Justice leads to the Master of Science and the Doctor of Philosophy Degrees. As a general master level program, the Master Degree is appropriate for in-service and pre-service students as well as for students who eventually intend to pursue doctoral level work in criminal justice. The School of Criminal Justice Doctoral Degree Program design is to prepare social scientists that will do research and/or instruct criminal justice.

The Master of Science on campus degree is a 30 semester hour program designed to be completed in one calendar year of full-time study. The program emphasizes the role of research in policy-making and practice as well as theoretical and research skills. The Master of Science and Doctoral Degree Programs are integrated. Individuals entering the Ph.D. program with a Master Degree in criminal justice from UC may be able to waive some of the course work earned if equal or parallel to a program requirement. With the waiver(s), the student must take alternative course work to replace the waived credit hours.

The School offers Graduate Certificates in Analysis of Criminal Behavior, Crime Analysis and Prevention, and Correctional Rehabilitation. The certificates offer students the opportunity to develop knowledge and specialized skills in these areas and demonstrate that to employers. The certificates enhance students' educational experiences and provide a deeper understanding of the origins and patterns of individual offending, advanced analytical skills, or principles and practices used in correctional settings.

Students earning a Doctoral Degree in Criminal Justice at the University of Cincinnati will be required to complete a minimum of 90 semester hours beyond the baccalaureate degree. For those with an earned master degree, the requirement is 60 semester hours including doctoral dissertation hours. On completion of the Ph.D., doctoral students will be well grounded in criminal justice, criminology, and research methods. Doctoral students must complete course requirements in a Foundation Area of either Criminal Justice or Criminology and in a Substantive Specialization area in Corrections, Policing or Crime Prevention. To enhance professional development, the curriculum also includes practicum courses on teaching effectiveness and the research process. After completing course work, a student must pass a comprehensive examination in criminology, corrections, policing, criminal justice or crime prevention.

An attempt to keep all courses relatively small is paramount in class scheduling. This will usually mean class size range from ten to twenty-five students. The curriculum is interdisciplinary in nature and reflects the diverse backgrounds of the faculty. The current faculty members have degrees in criminal justice, psychology, public administration, and sociology. They are also widely published, active in professional organizations, and involved in a range of service activities that assist criminal justice agencies.

Given the focus of the degree and the various kinds of students that enroll to study criminal justice at the University of Cincinnati, the faculty has outlined four objectives for the graduate program. These are:

- To provide students with the conceptual and research skills needed to undertake advanced analyses of the criminal justice system.
- To furnish law enforcement, corrections, and court practitioners with knowledge of justice administration, social science perspectives of human behavior, policy analysis, and criminal justice theory.
- To provide talented practitioners for the criminal justice system who will upgrade levels of professional practice, improve supervisory standards, initiate fresh perspectives, and act as leaders in their profession.
- To prepare students to be social scientists for careers in academia and/or in agency-based research settings.



THE UNIVERSITY OF CINCINNATI

The University of Cincinnati, founded in 1819, is the second largest university in Ohio. Located on four campuses, the University consists of fourteen component colleges and divisions that provide a wide range of graduate and professional programs. The University serves an enrollment of more than 46,000 students from all 50 states and 114 countries.

The University's 18 libraries house 3 million microfilm units, 2.8 million volumes, and more than 19,000 serial subscriptions. Criminal justice holdings include approximately 4,000 books, 70 current criminal justice periodicals, 2,000 government documents (the University is a government documents depository), and the 40,000 volume National Institute of Justice digital collection. The University libraries belong to the Center for Research Libraries System and participate in the Greater Cincinnati Library Consortium, which makes available the resources of eleven other area colleges and the Cincinnati Public Library.

See libraries.uc.edu for more detail.

Computing facilities at the University of Cincinnati are consistent with its status as a major research university, and are equipped with a wide range of computing tools (e.g., statistical, GIS, word-processing, graphics, database management software).

THE CITY OF CINCINNATI

The main campus of the University of Cincinnati is situated in the picturesque Clifton area, one of America's most attractive and livable cities according to news reports. Cincinnati is the center of a metropolitan population of 1.8 million people and the home of professional baseball, football, and soccer teams, a fine symphony orchestra and ballet troupe, and accomplished amateur and professional theater groups. A summer opera season complements the regular musical offerings to make the city one of the richest American cities in terms of its musical heritage.

MARKET VALUE OF CRIMINAL JUSTICE GRADUATE DEGREES

The Master of Science in Criminal Justice is used by students both as an entry-level degree to middle-management careers and as an avenue for advancement for persons already employed in some phase of the criminal justice system. The importance of graduate training is increasing in

the field of criminal justice. Agencies now equate professionalism with higher educational training, and for many careers, the M.S. in Criminal Justice is becoming the minimum qualification for employment.

As a general degree, former students have found the M.S. to be useful in obtaining a wide range of employment within the criminal justice system. The M.S. program in Criminal Justice at the University of Cincinnati began in 1978 and had its first graduate in 1981. Alumni currently hold positions in the highest levels of law enforcement, corrections, and other criminal justice agencies and private security positions. While it would be too much to assert that receipt of the M.S. degree guarantees employment, we are confident that the degree substantially heightens employment opportunity and advancement for talented individuals within the field of criminal justice.

The Doctor of Philosophy in Criminal Justice is a degree much in demand. The Ph.D. program in Criminal Justice began in September 1992 and had its first graduate in 1996. We have graduated over 150 doctoral students since the program began. Recent research suggests that there are between three and four times as many academic positions offered each year, as there are new criminal justice Ph.D.s to fill them. In addition, Federal, State, and local criminal justice agencies as well as private "think tanks" are offering research positions to criminal justice Ph.D.s. The demand for persons with advanced graduate degrees in criminal justice is expected to continue to increase as agencies increase use of research evidence and as the discipline continues to develop.

APPLICATION AND ADMISSION TO THE GRADUATE PROGRAM

The Criminal Justice Admissions Committee typically considers admission applications into the Criminal Justice on campus graduate programs for **fall semester only**.

Applicants offered admission who cannot attend that academic year may apply for a one-year deferment. The Admissions Committee will consider the deferment and, if approved, admission to the program will be deferred until the following fall semester. If the student cannot attend at the start of the fall semester, the offer for admission will be withdrawn.

Admission applications for a fall semester admissions period are open until April 1 for doctoral and July 1 for master applicants. The Admissions Committee's work begins in January and continues until the cohort is full. Due to the number of applications the School receives, incoming cohorts frequently meet capacity in late February. For these reasons, we strongly encourage applicants to apply early in the year and to make certain their application file contains all necessary information. Delays in receiving information will result in delayed entrance decisions. Applicants not immediately granted admission could be placed on a waiting list.

Admission Requirements for the Graduate Certificate Programs:

Analysis of Criminal Behavior

Correctional Rehabilitation

Crime Analysis and Prevention

Students already enrolled in the Criminal Justice Master of Science program must be in good academic standing according to the School of Criminal Justice and Graduate School Handbooks. Applicants to the certificate programs are required to have graduated from an accredited college or university and to have a minimum grade point average of a 3.0.

Application Deadlines:

July 1 for Fall Admission

December 1 for Spring Admission

April 1 for Summer Admission

Admission Requirements for the M.S. Program:

Applicants to the M.S. program are required to have graduated from an accredited college or university and to have a minimum grade point average of 3.0 over 4 years, or a 3.25 during the last two years. Admission is competitive and the satisfaction of these minimum standards does not guarantee admission to the program.

Admission Requirements for the Ph.D. Program:

Applicants to the Ph.D. program are required to have graduated from an accredited college or university with a baccalaureate degree or higher and to have a minimum grade point average of at least 3.5. Applicants must also submit scores from the Graduate Record Examination (GRE). Scores above the 50th percentile are preferred and these scores cannot be more than five years old. Applicants should complete a master's degree before matriculating into the program. However, those who do not expect to complete the requisite degree before entering in the fall can be admitted provisionally. Admission is highly competitive and satisfaction of the minimum requirements also includes experience with research, representative writings, and letters of recommendation. The Criminal Justice Graduate Admissions Committee bases its judgment on the applicant's entire file.

Direct Admission into the Ph.D. Program:

Students who have completed a baccalaureate degree may apply for direct admission into the doctoral program. These students should have at least a 3.5 grade point average. GRE scores are required. Applicants must score above the 50th percentile on the verbal and on the quantitative sections. Writing scores must be above 4.0. Successful applicants often present scores substantially higher. The Criminal Justice Admissions Committee bases its judgment on the applicant's entire file. Successful applicants often have taken advanced statistics and research methods courses. The committee may recommend admission of the applicant at the doctoral level, master level or neither graduate program. Students admitted directly into the doctoral program must satisfy requirements to receive a Masters Degree within two years of entering the doctoral program.

All applicants must submit the following application materials:



- A. Completed electronic University of Cincinnati Admissions Application for Graduate Study.
- B. Personal Statement, as part of the admissions application. The personal statement should include a summary of the applicant's past educational record, any criminal justice experience and/or research, as well as a statement of future educational and career goals.
- C. For the Ph.D. and Graduate Certificates, resume or curriculum vitae
- D. For the Ph.D., a writing sample is required. The writing might include a paper submitted for a course, a portion of a thesis, or article/presentation where applicant was the primary author.
- E. Letters of recommendation: one letter for the Graduate Certificates, two letters for the Master of Science, three letters for the Ph.D. program.
- F. Unofficial Transcripts for the admission application process. If admitted, official transcripts with degree posted must be sent to UC Graduate Office.
- G. For the Ph.D., results of the General Test of the Graduate Record Examination (GRE).

Types of Admission:

There are five basic types of admission granted by the School of Criminal Justice.

1. Matriculated Graduate Status – Full-time Admission

Students meeting the minimum criteria for admission admitted with full graduate standing. Applicants admitted as full-time students are eligible for financial aid.

2. Matriculated Graduate Status – Part-time Admission

Applicants to the M.S. program can apply for consideration of admission as a part-time student. Part-time students meeting the minimum criteria with an admission offer may enroll in a maximum of nine credit hours per semester and are eligible for a University Graduate Incentive Award (GIA).

3. Provisional Admission

Provisional admission granted to applicants who lack undergraduate work essential for graduate study in criminal justice or who have not completed the requisite degree at the time of application. Students admitted provisionally must make up deficiencies and/or present evidence that they have completed the required degree (baccalaureate for the M.S., master for the Ph.D.). Full-time provisionally admitted students are eligible for financial aid. Provisionally admitted doctoral students must finish their master degree by the end of summer semester following admission (one year after admission) to continue in the program.

4. Unclassified Graduate Student

Unclassified graduate students defined and classified as admitted to the Graduate School for study, but not admitted to graduate degree programs. They may take courses for graduate credit. No more than nine graduate semester credit hours taken prior to admission are acceptable toward graduation for students in the College of Education, Criminal Justice, and Human Services. Unclassified graduate students seeking admission to graduate level criminal justice courses must gain the approval of both the instructor offering the course and the Graduate Director of the School of Criminal Justice.

5. Criminal Justice Graduate Certificate Admissions – Matriculated Part Time

Admission into the Criminal Justice Graduate Certificate Program(s) is considered part time. Students are required to complete 12 hours of graduate level course work in order to earn the Certificate.

International Student Admission:

English proficiency is required of all applicants whose native language is not English. Students can demonstrate proficiency in a number of ways at the graduate level. Most students fulfill the English requirement by taking the Test of English as a Foreign Language (TOEFL). **The minimum TOEFL score required for admission to the School of Criminal Justice is 92 (internet-based test).** To review the UC Graduate School's complete policy on the English Proficiency Requirement, please visit <https://grad.uc.edu/admissions/criteria/international-students/english.html>.

Before admission to the University is completed, international students must fulfill US Immigration

Service requirements and register with the University's International Services Office. More information can be found at <https://www.uc.edu/about/international.html>.

Additional Admission Information:

Students who have not taken a course in statistics as an undergraduate must enroll in such a course upon entering the School of Criminal Justice.

GRADING

Graduate student performance at the University of Cincinnati is graded **A, A-, B+, B, B-, C+, C, F (D is not a valid graduate grade), P, U, T, I, I/F, NG, W, UP, SP, UW, and WX**. The following are not graduate grades and cannot be assigned: **C-, D+, D, or D-**.

ADVANCED STANDING

Any student transferring from an accredited graduate program has the opportunity to have advanced standing granted towards their program completion in accordance with University of Cincinnati graduate school policies. Students seeking advanced standing must petition the Graduate Director for acceptance of their credits during their first semester in the program.

There are two types of advanced standing credit awarded: course equivalence and elective. The faculty will grant course equivalence credit for courses we require as part of the degree program. The student must demonstrate that the course they took is substantially the same as the one we require. Elective credit will generally be granted (see stipulations below) for graduate criminal justice courses and graduate courses in other disciplines if they are pertinent to the student's academic objectives.

The following policies guide the Graduate Director in determining whether to grant advanced standing.

- Credit is granted for graduate courses with B or better grades.
- If there are excess credits when course equivalence is granted, the excess can be applied toward elective requirements.
- If petitioner has an earned Master degree, credits can be applied towards the Doctoral Program without regard for the age of the credits granted. However, if petitioner has not earned a Masters degree, credit will be granted as follows:
 - The credits must have been earned within the

past five years.

- Students can petition for advanced standing credits earned between five to ten years ago, however, faculty will review the application for changes in the "state of the art".
- Credits earned more than ten years ago will not be awarded advanced standing.
- If course equivalence is granted by petition signed by the faculty teaching the content area and the Graduate Director, an advanced standing form will be processed. If course equivalence is granted, the student cannot take the course for credit toward the degree (as either a required course or an elective).
- Students must still earn the same credits toward the degree but can take additional electives, doctoral dissertation hours, or directed studies. This typically requires a systematic review of the course for which advanced standing is sought.
- Course equivalence granted for CJ Statistics I only if petitioner has taken an equivalent course and has passed a waiver examination. The waiver examination is offered during the first two weeks of the fall semester. Course equivalence is prohibited for Statistics II in Criminal Justice at the doctoral level.

FINANCIAL AID

Each year, the School of Criminal Justice partially or fully funds the studies of a large percentage of its full-time graduate students. The program allocates two types of financial aid:

Graduate Incentive Award (GIA) is a university funded tuition scholarship, which provides a waiver of a percentage of the instructional fee. These awards do not cover the General Fee, Campus Life Fee, or the Information Technology and Instructional Equipment Fee, a part of the assessment each semester. GIA awards are scholarships competitively awarded based upon the student's academic record. Since the GIA is a scholarship, recipients are not required to render any employment services to the School of Criminal Justice.

A second type of aid is a **Graduate Assistantship (GA)**. Those students selected for a GA position receive a tuition waiver **Graduate Assistantship Scholarship (GAS)** which covers the instructional fee and a stipend depending on the degree program

for the academic year (fall and spring semesters). In return, the student must work twenty hours each week for the School performing duties such as teaching classes, supervising criminal justice majors doing their field placement, tutoring undergraduates, acting as facilitators in distance learning, and aiding faculty in their research and teaching endeavors. Selection of GAs is the result of a competitive process. Criminal Justice faculty review credentials of GA candidates to ascertain the skills and abilities relevant to the position. Academic record is an additional factor considered in the selection process.

A third type of financial award is available to part-time graduate students in the policing area. Each year, two **Massel Scholarships** are granted to an incoming part-time graduate student and the other to a continuing part-time graduate student based on the students' academic record.

The Graduate Admissions Committee reviews files in December and begins making financial aid decisions in early January through March and April. While some financial aid decisions are made after this date, chances of receiving assistance are diminished if an application is only partially completed or is submitted after March.

Continuation Funding

Students admitted to doctoral study may seek continuation funding for up to three additional years (total of four years of funding). For consideration for continuation funding, a student must have a completed Masters degree, be in good academic standing, and make good progress toward degree completion. Good progress is demonstrated, in part, when:

- By the end of the first year of study the student has completed most of the foundation coursework;
- By the end of the second year of study the student has completed all required coursework and passed proficiency examinations; and
- By the end of the third year of study the student has passed a comprehensive examination and been admitted to candidacy.
- By the end of the fourth year the student has successfully defended a dissertation research proposal.

For full consideration of continuation of funding, forms distributed to graduate students must be returned to the Graduate Director by the appropriate date. The School of Criminal Justice Graduate Committee will review all applications and awards will be made on a competitive basis. The principal evaluation criteria for this funding are 1) scholarly performance while in the graduate program, 2) degree progress, 3) and, where applicable, graduate assistant performance evaluations. Continuation funding is not a certainty and is closely linked to past performance and degree progress. Funding may be terminated by the Graduate Committee and Faculty for any of these reasons.

Graduate Assistantship (GA) Guidelines

Assistantships are academic appointments in general University policies and elsewhere in this Handbook. They are designed to serve as an apprenticeship that supplements—and should complement—work that students are doing in the classroom, while preparing for other key program benchmarks, and when writing their dissertation or thesis. Students spend a good deal of their time on assistantship-related work; therefore it is important that it is a meaningful and impactful experience. The faculty-student relationship is at the center of the School's mission. Therefore, the School's faculty has developed the following policies:

- All requests for graduate assistant assignments supported in full or in part by the School of Criminal Justice (including Graduate Assistant Scholarships and Graduate Incentive Awards for tuition) will be made on a yearly basis. Requests will require an overview of the role that the student will be playing on a project or in a course and the skills and experiences that s/he will gain as a result. Student learning/development objectives must be linked to the assigned tasks within that GA assignment, such that their work will help build skills and accumulate relevant experience. Potential GA placements will be evaluated in light of each student's development plan and progress toward their degree.
- GAs are assigned only to work with faculty. Faculty should provide oversight of students to ensure their development in teaching, research, and other professional skills. This can include—but is not limited to—such tasks as help with grading, facilitating class discussions/guest

lectures, and assisting in various capacities on research projects for which the faculty member is Principal Investigator (PI)/Co-PI.

- Students must have a direct line of communication to their assigned faculty member, should they choose to use it or have a problem. Faculty supervisors should have regular meetings with students as well (2+ per term). A faculty supervisor or the Graduate Program Director must be included in any evaluations of GAs. For the first two years, all students will be placed on either (a) a general Graduate Assistantship with a faculty member in the School of CJ or (b) a Research Assistantship on a research project where a faculty member is the PI. Students will not be placed in one of the School's Research Institutes or in Distance Learning. This is to provide incoming students with the opportunity to develop a stronger connection with a faculty member(s), better navigate their transition to graduate or doctoral studies through the first two years of coursework, and ensure a better foundation in tangible skills and approach to scholarship and other academic work before moving on to other GA roles.
- The 20-hour weekly requirement must be adhered to so that students have time to devote to their own academic progress and to meet UC assistantship policies. UC Graduate School's 20 hours for assignment + 4 hours additional rule while school is in session applies to all students on assistantship—regardless of the stage at which they are at in the program. There are also no distinctions on whether students wish to work the additional hours. If a student exceeds 20 hours in a week, then s/he should reduce their hours in the next week so that they have an opportunity to catch up on their academic work. In cases where a student is split in a 50% time role, then they must be limited to ten hours in each half of that role.
- Student travel requiring overnight trips, especially when it leads to a student exceeding his/her 20-hour assistantship limit, must be limited across a year. Although such travel can provide some benefits to the student, continual travel can draw time away from student development and completion of degree requirements. Students on assistantships should be limited to travel no more than every other month to ensure that they can spend a good deal of uninter-

rupted time on their own program requirements and research. In cases where intensive data collection projects require recurring GA work, exceptions may be made but will require faculty and graduate program approval. Faculty are asked, whenever possible, to limit student travel during periods in which the student is working on an important programmatic milestone (e.g., proficiency, comprehensive exam, dissertation).

- The School of Criminal Justice will not cover student tuition costs after four years—even in cases where a School or Research-Related stipend is available—without tangible evidence that progress is being made toward the degree and that the assignment will add to students' skills or experiences in a way that fits with their individual development plan and makes them more marketable when they graduate.

THE MASTER OF SCIENCE CURRICULUM

Students must complete 30 semester hours of coursework. The Master of Science Program has a curriculum divided into four main areas. The areas are 1) Theoretical Core, 2) Concentration, 3) Elective Classes, and 4) Culminating Experience. First, the four courses in the Core establish the conceptual basis for understanding crime and criminal justice, and provide students with grounding in research methods and statistics.

Second, students must select a concentration in one of three areas: Corrections, Law Enforcement and Crime Prevention, or Crime, Law, and Justice. They must complete at least 9 semester hours of coursework in their specialty area. In each area, one or two classes are required and then the student must select additional classes.

Third, flexibility in the program permits elective coursework (6 or 9 semester hours). Students must complete two to three elective courses. These courses may be from any area, including courses in the student's selected concentration area. These courses may also be used to complete a graduate certificate.

Fourth, students must complete a Culminating Experience. This requirement can be met two ways: 1) passing a comprehensive examination or, 2) by successfully completing a demonstration project. The Master of Science program is designed to be completed in one calendar year of full-time study.

The Culminating Experience

The culminating experience, which involves either passing a comprehensive examination or completing a demonstration project, requires that the student show mastery of criminal justice subject matter.

Students will be required to complete the option they choose. Choices are: 1) taking a comprehensive examination; or, 2) completing the Demonstration Project. Students who take a comprehensive examination may not subsequently choose to satisfy the culminating experience by doing a demonstration project. Similarly, students who choose to do a demonstration project cannot subsequently opt for the comprehensive examination.

Comprehensive Examination Option (no credits)

Master degree comprehensive examinations are one of two ways a graduate student can satisfy the culminating experience requirement. The examination will survey the Master classes and concentration areas, including statistics and research methods courses. Students may take a comprehensive exam preparation course for 3 semester hours.

Development of Criminal Justice Examination

The Master Examination Development Committee is composed of faculty from each of the curriculum areas and appointed by the School Director each year. The Director will make these appointments at the beginning of the academic year so the committee can prepare examinations for both the July and January test periods.

The Committee will use questions submitted by the faculty who teach courses in the core and each concentration area. Expectations are that students answer questions from the Core and their selected concentration area. A total of four questions are to be answered for the master comprehensive examination. Two questions are to be answered from the core courses, Seminar in CJ, Seminar in Criminology, Basic Research Methods, or Applied Statistics, one from the concentration area of Law Enforcement and Crime Prevention, Crime, Law, and Justice, or Corrections. The final question could be from any other area (i.e. the student can select an additional question from their concentration, the core area, or some other area).

Test Administration

Master comprehensive examinations are administered twice a year on the second Friday in July and January. The examination will last for 4.5 hours beginning at 8:00 a.m. on the specified date and ending at 12:30 p.m. The examination requires 1) completion of answers by in-house computer, in lab provided by the School, and, 2) without reference materials.

Test Grading

Examinations will be graded by the Examination Committee. Each examination will be graded by at least two members of the Examination Committee: if they agree on the grade, it is recorded as such. However, if the initial graders fail to agree, a third committee member will grade the examination and break the tie. Grading of all examinations will be blind. Students will be instructed to identify their examinations only with a unique number of their choosing. Each examination will receive one of three grades: Pass, Low Pass, or Fail. If the Examination Committee decides that an examination has failed they must provide formal written feedback to the student. Every effort is made to ensure that this is a consensus document.

Notification of Examination Results

The Graduate Director will notify students of the results of their examination either by email or by mail to their residence (it is the student's responsibility to be sure that the address on file is current) after all examination results have been recorded. The Examination Committee will inform the Graduate Director of the results after all examinations are graded.

The July examination grades are to be completed and results sent by the end of the summer semester, and three to four weeks after the January examination. Every effort is made to provide test results to students as soon as possible.

Student Responsibilities

Students are expected to inform the Graduate Director of their intent to take the Master comprehensive examination at least one month before the test date. Students in the Criminal Justice M.S. program must have completed at least 24 semester hours of coursework to sit for the examination. Notice of Intent Forms for the Master Comprehensive Examination will be sent to students in an email at the end of the spring term in April. Forms should be sent back to the Graduate Director

or Associate Academic Director no later than one month before the test date.

Once a student starts an examination, (appearance at the site of the examination is a start) they will be required to satisfy the culminating experience requirement by successfully completing a Master comprehensive examination. Students who fail the Master comprehensive are permitted two additional opportunities to pass a test (either pass or low pass). If a student fails to pass a Master examination in three tries, the student will be terminated from the program.

Demonstration Project Option (3 semester credits)

The demonstration project option offers students the opportunity to demonstrate mastery of criminal justice topics by undertaking an independent analysis of a criminal justice topic. There are three demonstration project options:

OPTION 1: A Major Research Paper on a Theoretical or Policy Issue

The student who chooses this option selects a topic in consultation with a faculty advisor and researches the topic using existing sources and data. The student must provide a thorough and comprehensive analysis of the topic. The major research paper may be an exhaustive literature review that surveys and organizes the state of knowledge about a theoretical or policy issue. The major research paper may also be a position paper that isolates, contrasts, and evaluates policy options related to contemporary criminal justice problems.

OPTION 2: A Traditional Thesis

The student who chooses this option selects a topic in consultation with a faculty advisor. The student investigates the topic through a review of the literature in the area, designs a research project, and collects and analyzes data. The traditional thesis is distinct from the major research paper in that the thesis represents an original research effort on the part of the student rather than synthesis of a policy position from existing research or organization of an existing body of knowledge. Students who are not proficient in data analysis may be advised against selection of this option. To view instructions for the preparation and depositing of master theses, visit the Graduate School website: <https://grad.uc.edu/student-life.html>

OPTION 3: Non-Traditional Projects (Demonstration)

The student who chooses this option selects a topic in consultation with a faculty advisor. The student then prepares the project through "non-traditional" techniques. The project may involve the preparation of a slide or video presentation, a manual for use by a criminal justice agency, or an agency program proposal. This option typically involves the preparation of a project that has practical utility for a criminal justice agency.

Regardless of the demonstration project option chosen, the student will complete the project in consultation with a faculty advisor and a faculty reader. The approval of these two faculty members is necessary for successful completion of the project.

Students who choose one of the demonstration project options should select an advisor and topic for their demonstration project by the time they have completed 24 semester hours in the graduate program. Completion of the "Demonstration Project Form" represents an agreement between the student and their advisor (on behalf of the School) regarding what will be expected of the student in the particular project.

Students who wish to satisfy the culminating experience requirement by doing a demonstration project bear primary responsibility for project proposal development and gaining the support of a faculty advisor for the project. Presumptions are that faculty will be supportive of students who wish to do demonstration projects within the faculty member's area of expertise. However, faculty members are not obligated to supervise projects that, in their opinion, are beyond the student's abilities, not clearly focused during the process of initial consultation or that will be difficult to complete in a reasonable time frame. The faculty advisor, on behalf of the School, and the student will complete the "Demonstration Project Form" when it is determined that the proposed project has definition, is within the capability of the student, and can be completed within the available time frame. Once the project is undertaken, the faculty advisor is under no obligation to finish working with a student by a specified deadline if the student's progress or performance is insufficient.

Master Degree Time Limitations

The minimum requirement for the Master degree is the equivalent of one academic year of full-time

graduate study, consisting of at least 30 semester graduate credits. A student pursuing a program leading to a Master degree must complete all requirements no later than five years from the date of first matriculation in the degree program.

Failure to complete the degree within the time limits established may require the student to “re-take” courses or to take additional courses to make certain their skills and knowledge are up-to-date.

Support for time extensions beyond the 5-year period will be considered and granted only in extreme circumstances. In general, failure to complete all degree requirements within the 5-year period will result in termination from the program.

Graduation

Students who have successfully completed all requirements for the Master degree program in Criminal Justice must complete the Online Graduation Application through the Office of the Registrar.

Students should review the Graduate School’s graduation process information prior to entering the Online Graduation Application.

Graduate students must first complete the Graduate School Exit Survey prior to submitting a graduation application. The Online Graduation Application will not accept a graduate student’s application until he or she has completed the survey.

Students are responsible for knowing and complying with graduation application deadlines. Graduation applications will not be accepted after the established deadline for the term.

GRADUATE CERTIFICATES

Analysis of Criminal Behavior (12 Hours)

- 7020 – Criminology *
- 8028 – Bio Social Criminology *
- 7070 – Theory/Practice of Crime Prevention
- 7085 – The Criminal Offender
- 8013 – Juvenile Justice System
- 8022 – Life Course Criminology
- 8072 – White Collar Crime
- 8073 – Victimology

Correctional Rehabilitation (12 Hours)

- 7060 – Correctional Theory and Policy *
- 8060 – Correctional Rehabilitation *

- 8061 – Applied Corrections
- 8062 – Community Corrections
- 8064 – Punishment and Treatment Disparities
- 8065 – Clinical Populations in Corrections
- 8097 – Special Topics in Corrections

Crime Analysis and Prevention (12 Hours)

- 7040 – CJ Statistics*
- 7050 – Introduction to Mapping*
- 7051 – Advanced Crime Analysis *
- 7070 – Theory and Practice of Crime Prevention
- 7080 – Theory and Practice of Law Enforcement
- 8072 – White-Collar Crime
- 8073 – Victimology
- 8074 – Applied Crime Prevention
- 8082 – Police Effectiveness
- 7040 must be completed prior to taking 7051*
- 7050 must be completed prior to taking 7051*

*Required Course

MASTER OF SCIENCE CURRICULAR SUMMARY

MASTER DEGREE CORE (12 Semester Hours*)

- 7010 – Seminar in Criminal Justice *
- 7020 – Seminar in Criminology*
- 7041 – Applied Research Methods in Criminal Justice*
- 7040 – Applied Statistics in Criminal Justice*

CONCENTRATION AREAS – Students must select one concentration area and complete listed classes in the area. In each area, one class is required and is designated with an asterisk (*) and then the student must select two classes from the elective list.

LAW ENFORCEMENT/ CRIME PREVENTION (Total 9 Semester Hours)

- 7080 – Theory and Practice of Law Enforcement*
- Elective – 3 Semester Hours**
- 7012 - Criminal Justice Policy Analysis
- 7013 - Criminal Justice Management
- 7050 – Introduction to Crime Mapping (Online)
- 7051 – Advanced Crime Analysis (Online)
- 7070 – Theory and Practice of Crime Prevention
- 7085 - The Criminal Offender
- 8071 - Community and Environmental Criminology
- 8072 – Seminar in White-Collar Crime
- 8073 – Seminar in Victimology
- 8074 – Applied Crime Prevention

8080 – Policing in Context
 8081 – Police Decision Making
 8082 – Seminar in Police Effectiveness
 8098 – Special Topics in Crime Prevention
 8099 – Special Topics in Policing

-Or-

CORRECTIONS (Total 9 Semester Hours)

8060 – Seminar in Correctional Rehabilitation*
Electives – 6 Semester Hours
 7060 – Correctional Theory and Policy
 8061 – Applied Corrections
 8062 – Seminar in Community Corrections
 8063 – Seminar in Institutional Corrections
 8064 – Punishment and Treatment Disparities
 8065 – Clinical Populations in Corrections
 9097 – Special Topics in Corrections

-Or-

CRIME, LAW, and JUSTICE (Total 9 Semester Hours)

7011 – Seminar in Law and Social Control*
Electives – 6 Semester Hours
 7060 – Correctional Theory and Policy
 7080 – Theory and Practice of Law Enforcement
 7085 – The Criminal Offender
 8010 – Seminar in Criminal Justice Theory
 8011 – Seminar in Criminal Justice Process
 8012 – Seminar in Legal Issues
 8013 – Juvenile Justice System
 8014 – Seminar in Criminal Courts
 8015 – Seminar in Critical Perspectives in Criminal Justice
 8016 – Seminar in Criminal Justice Program and Policy Evaluation
 8021 – Biological and Individual Theories of Crime
 8022 – Life-Course Criminology
 8072 – Seminar in White-Collar Crime
 8073 – Seminar in Victimology

Elective Hours (9 Semester Hours)

Choose any graduate-level courses in Criminal Justice (6000-level and above) for a total of 6 credit hours).

Capstone Experience (3 Semester Hours)

7098 – Demonstration Project

-Or-

8095 – MS Comp Exam Prep Course & MS Comp Exam

Total Required Hours (30 Semester Hours)

*Required Course

THE DOCTOR OF PHILOSOPHY CURRICULUM

Doctoral study in The School of Criminal Justice at the University of Cincinnati involves satisfactory completion of a minimum of 60 semester hours of graduate coursework beyond the master degree, proficiency examination, comprehensive examination, and a dissertation. In addition, doctoral students are required to complete one continuous year of full-time study in residence at the University of Cincinnati during the first year after admission to the doctoral program.

Doctoral Coursework

Doctoral coursework is designed and organized into five areas: 1) Theory and Research in Criminal Justice, 2) Theory and Research on the Nature of Crime, 3) Research Methods and Statistics, 4) a substantive specialty, and, 5) professional development (practicum).

The theoretical foundations include a sequence of coursework that focuses on Theory and Research on the Criminal Justice System (3 semester hours), and Theory and Research on the Nature of Crime (3 semester hours). The research methods and statistics curriculum includes a two-course sequence in research design and data collection, a two-course statistics sequence, and 3 credit hours of course work in research tools. Together these core requirements insure a solid theoretical and methodological foundation.

Required course work outside of the theoretical foundations (core) mentioned above also include a nine semester hour sequence each in one of the theoretical foundations and in a substantive specialty. The theoretical foundation areas are in Criminal Justice or Criminology. The substantive specialty areas are in Corrections, Crime Prevention or Policing. The course offerings in the specialization areas provide students with an in-depth understanding of the theory and philosophy in the areas as well as the most current research regarding their central ideas.

The final element of coursework focuses on professional practica. All doctoral students are required to complete one teaching practicum course and one research practicum course. These courses instruct students in the art of teaching criminal justice and prepare students to contribute independent research to the criminal justice knowledge base.

Preliminary Hearing

Each doctoral student is expected to sit for a preliminary hearing. The purpose of the hearing is to review the student's progress, make a preliminary assessment of the student's area of concentration and research interests, and outline remaining requirements. The Preliminary Hearing, which is scheduled by the Graduate Director, occurs in the second year after admission to doctoral study. No student will be permitted to sit for a comprehensive examination until after the preliminary hearing. The preliminary hearing committee will be composed of two or three members of the faculty chosen by the Graduate Director.

Scheduling a Hearing

The Graduate Director will schedule the Preliminary Hearing. If the hearing conflicts with a student's scheduled class, the student must notify the Graduate Director and Hearing Committee members.

Preliminary Hearing Form

After the School Office informs the student about the faculty serving on the preliminary hearing committee, the student 1) must help complete the Preliminary Hearing Form and, 2) present it to all members of the committee and the Graduate Director.

Students provide the background information requested on the Preliminary Hearing Form. The information requested will indicate the substantive area of interest, coursework completed to date, and plans for completing degree requirements. Students should also be prepared to discuss dissertation research, teaching, and career interests.

Progress Hearing

Students who are not making satisfactory progress toward the completion of their degree requirements, who are not meeting School responsibilities, who are disruptive, or who have violated school policy will be scheduled for a progress hearing. Faculty can also recommend a progress hearing as can the Graduate Director. If a hearing occurs, the student will be required to complete another Preliminary Hearing Form and present it to the Graduate Director and members of the Graduate Committee. At this hearing, detailed discussion, focusing on the reason for the hearing will take place between the Graduate Program Director, Committee, and student.

The Graduate Director will make an official recommendation to the Graduate Committee concerning the student's continued participation in the program. Included in this recommendation should be 1) a recommendation to retain the student in the program or to remove the student from the program, and 2) a rationale for that recommendation and 3) if retained, remedies to address the problems in degree progress.

The Graduate Committee will make a decision on the Graduate Director's recommendation. The committee can accept, in whole or in part, the recommendation, or reject, in whole or in part, the recommendation.

When the Graduate Director and the Graduate Committee unanimously recommend the termination of a student from the program, they will send that recommendation and accompanying justification to the Director of the School of Criminal Justice and to the full faculty.

Annual Review

Each year, doctoral students will receive a written review of their degree progress. This will be based in part on the student's individualized academic plan and their goals. The annual review helps implement a continuing assessment of 1) the quality of the student's work, 2) progress towards degree completion, and 3) to provide the student with formative feedback. At this time the Graduate Director may make recommendations to the student regarding satisfactory progress toward the degree. Students should pay close attention to this feedback as it can affect decisions with respect to their program status and school funding.

Teaching Requirement

All doctoral students are required to have teaching experience before completing their degree. There are several ways this requirement can be met. For example, students may be assigned to a graduate teaching assistantship, or may seek a teaching opportunity as an adjunct at an outside institution. The Graduate Director has the discretion to substitute alternative teaching experiences.

Qualifying Requirements

Doctoral students must satisfactorily complete two types of qualifying requirements. Students are to demonstrate proficiency in research design and statistics, and pass a comprehensive examination.

Project for Demonstrating Proficiency in Research Methods and Statistics

Upon successful completion of the required course sequences in research methods and statistics, doctoral students must satisfactorily complete a research paper in order to demonstrate their proficiency in the material covered in these courses. The paper will present a quantitative analysis of a secondary data set and be similar in format to a journal article. This paper will be completed during the summer immediately following the student's completion of the methods and statistics courses.

Research papers are due at the end of summer (beginning of the fall semester) and are graded by members of the graduate research methods and statistics committee. Students receiving a grade of "fail" on the first draft will be given the opportunity to revise the paper by the end of the fall semester. Failure at that point would subject a student to review by the graduate committee for termination from the program. The committee may also recommend other remedial courses of action short of formal review for program termination.

Comprehensive Examination

Students are required to complete a comprehensive examination in a substantive area: Criminal Justice, Criminology, Corrections, Crime Prevention, or Policing. Students should complete relevant coursework before taking comprehensive examinations.

The comprehensive examinations are developed by committees in each of the testing areas, and each committee is composed of at least three persons appointed by the School Director each year. The committees are responsible for developing tests from the contents of required courses as well as both the classic and current literature in each of the substantive areas.

Test Administration

Comprehensive examinations are administered twice a year on the second Friday in March and September.

Take-home Examinations

Logistics

- Examinations will become available to students through Canvas at 8:00 AM eastern time on the second Friday of March or September

- Students will have 48 hours to complete the exam, after which time students will no longer have access to the examination.
- Students will be given a contact email and phone number of the School's graduate test administrator to convey any major technical issues that could potentially arise in accessing the questions and/or submitting their answers.

Administration

- Each student will provide a unique identifier number prior to the exam that will be used to identify his/her answers to the questions.
- Each student will access Canvas's School of Criminal Justice Comprehensive Examination organization to receive their respective area exam with test questions (i.e., Policing, Criminal Justice, Crime Prevention, Criminology or Corrections).
- No faculty member except for the Graduate Director will have access to the test organization. Only staff administrators will have access to the organization.
- Each student will upload his or her exam in the Canvas organization (with his or her unique identifier listed in each page header).
- Each uploaded exam and accompanying Turnitin report will be distributed to the area chair who will then route that to the respective committee members.

Formatting

- Students must observe all page limit and reference requirements specified by the Committee for which they are taking the examination.
- Answers will be typewritten in Times Roman font, 12 point pitch.
- Each student will upload his or her answers to Canvas in accordance with instructions (See Administration, above).
- The only identifier appearing on the examination will be the unique student ID number. Each student will put their unique ID number in the header of the document.

- Each exam will be checked for plagiarism using Turnitin before being graded by the respective committee.

Structure

- Each student will answer four questions.
- Each student must work independently on their respective answers.
- Each answer must include references that are properly formatted (e.g., APA, Harvard, Chicago style).

Examination Requirement

- Students will begin the examination by accessing the test on Canvas. Students should be sure that they have working access to equipment (i.e., computer and internet) before declaring intent and taking the exam.
- Any student who accesses the examination and who does not submit his or her answers within the allotted time will be assigned a failing grade on the exam.

Test Grading

Examinations will be graded by at least three members of the examination committee. Grading of all examinations will be blinded. Students will be instructed to identify their examinations only with a unique identifying number selected by the student. Each student examination is awarded a grade of Pass, Low Pass or Fail. If the Examination Committee decides that an examination has failed they will provide formal written feedback to the student. Every effort will be made to ensure that this is a consensus document.

Notification of Examination Results

The Graduate Director will notify students of the results of their examination by email only after the area has reported all exam results. Not all areas will report their exam results at the same time, so students will be notified as areas finalize their decisions. Students are responsible for providing the School with an active email address. Every effort will be made to test results to students within six weeks after the examination.

Student Responsibilities

Students are eligible to sit for a comprehensive examination after completing their Preliminary Hearing. Students must complete their comprehensive examination prior to defending a dissertation research proposal.

Those planning to take a comprehensive examination must register for the test with the Graduate Director at least one month prior to the examination. Students must give seven days notice before withdrawing from an examination. A student who starts an examination is expected to complete the test and it will be graded as a completed examination. Students who fail the comprehensive exam will be permitted one additional opportunity to pass. If a student fails to pass an examination in their area (foundations or chosen specialty) in two tries, the student's participation in the Doctoral program will be subject to the School's review, grading, and student process.

Advancement to Candidacy

Advancement to candidacy connotes a fundamental change in a graduate student's status. Candidacy signifies that the student has successfully completed all coursework and tests and is in the process of completing their dissertation research. A student advances to doctoral candidacy when all of the following requirements have been completed:

- All required coursework has been completed with a grade point average of at least 3.25.
- Select dissertation chair and form a committee. Obtain required signatures and submit Dissertation Committee Forms to the School of Criminal Justice and Graduate School.
- Grades of I, N, and F removed or processed in accordance with College policy.
- Comprehensive Exam and Proficiency requirements completed.
- Required residency met.
- Dissertation proposal accepted by committee.
- Admission to candidacy should be at least seven months prior to receipt of degree.

Doctoral Dissertation

Each doctoral student is required to complete a dissertation. The dissertation is the capstone graduate experience wherein the candidate conducts and presents original criminal justice research. The dissertation project is planned with the consent and guidance of a faculty committee. The first step in the dissertation research process is selection of a dissertation committee. This is followed by development and defense of a dissertation research proposal. The proposal defense is open to all faculty members. The final step is presentation and defense of the dissertation. The defense hearing is open to the public. Each of these steps are addressed below. For complete information on dissertation instructions go to grad.uc.edu/student-life/etd.html

Dissertation Committee

Any time after the Preliminary Hearing, but before the oral defense of the dissertation research proposal, the student and his or her advisor shall develop the dissertation committee and inform the Graduate Director and Graduate School. To ensure progress to the degree, the dissertation committee should be formed within six months of the completion of the comprehensive examination. Dissertation committees must meet the following conditions:

- They must include at least four faculty members.
- At least half of the committee members must be from the faculty of the School of Criminal Justice.
- At least one faculty member must be from outside the School. Outside reader must provide Curriculum Vitae and will be reviewed by the School of Criminal Justice and the UC Graduate School.
- Current colleagues may not be a member of the student's dissertation committee.

Committee members may be replaced by the Graduate Director upon review of a petition from the advisor, the student, or a committee member.

Dissertation Proposal

The Dissertation proposal is a virtual contract between the student and the School of Criminal Justice. Acceptance by the Dissertation Committee on behalf of the School of Criminal Justice commits the School to the dissertation plan outlined in the proposal and discussed in the proposal hearing.

Proposal Preparation

Students should plan to present an acceptable dissertation proposal within one calendar year of forming his/her dissertation committee. The student must provide the committee with a copy of the proposal at least two weeks prior to the defense hearing. He/she must also distribute a Dissertation Proposal Defense Announcement to the faculty at least two weeks prior to the defense date.

Proposal Hearing

When the dissertation proposal is completed, formal examination by the dissertation committee occurs and it is accepted, accepted conditionally, or rejected. This examination is accomplished at the proposal hearing. The proposal hearing is conducted as follows:

- The committee chairperson schedules and chairs the dissertation proposal hearing.
- A notice of the proposal hearing will be posted in the School, and School faculty may attend. Notice should be placed in faculty mailboxes and distributed to faculty e-mail list serv at least two weeks prior to the proposal hearing. It is the responsibility of the student and his/her advisor to ensure that these steps are followed. Proposal meetings are closed to the public.
- All internal members of the student's doctoral committee must attend the proposal hearing.
- The candidate must be physically present at the proposal defense.
- The committee sitting at the dissertation proposal hearing must conclude that the proposal is acceptable as is, accepted subject to stipulated modifications, or rejected.
- The committee members, with no more than one dissenting vote, must concur in a decision to accept or modify the proposal.
- If the proposal is rejected or modified, the candidate must submit another proposal at any mutually convenient time after at least 30 days have elapsed. This proposal, or equivalent document, should respond to the committee concerns that led to the request for modification or rejection.

Dissertation Writing and Submission

Once the candidate's proposal has been accepted by the dissertation committee, on behalf of the School of Criminal Justice, the candidate is encouraged to execute the research plan with all due haste. Submission of the dissertation is subject to the following conditions:

- An acceptable dissertation must be delivered to the dissertation committee and a satisfactory defense thereof must be made within five years of the date of advancement to candidacy.
- In order to maintain status as a student during the writing of the dissertation, the candidate is obligated to maintain effective contact with the chair of the committee and other members of the committee as appropriate. The definition of "effective contact" is to be negotiated between the candidate and his or her committee.
- After completion of the required 60 graduate credits, the candidate must register for at least one semester credit hour of dissertation guidance each academic year.
- The candidate must provide each member of the committee with a copy of the draft dissertation. Any member of the committee having substantial criticisms of the dissertation should inform both the candidate and the committee chair in advance of the oral defense.
- When the dissertation is judged to be acceptable by dissertation committee members, the student and the committee chair will schedule an oral defense. The student must provide a copy of the draft dissertation to the dissertation committee no later than two weeks prior to the oral defense. Faculty members will provide the candidate with written comments and suggestions for revision of the dissertation at or before the oral defense.
- There should be at least sixty days between the dissertation prospectus defense and dissertation defense.
- The student must announce his/her defense on the Graduate School website at least two weeks ahead of the defense date.
- All internal members of the candidate's doctoral committee must attend the defense.
- The candidate must be physically present at the proposal defense. This applies both to students who are still "in residence" at UC and those who have left to take employment elsewhere.
- The defense will be open to all members of the University community. Faculty must be notified in the same manner as in the proposed defense meeting. In addition, dissertation defense notification should be distributed to PhD student list serv at the same time it is distributed to faculty. This should occur at least two weeks prior to the scheduled hearing.
- The dissertation defense must be held at the University of Cincinnati.
- The defense will include a concise oral summary of the work and integration of the dissertation into prior work on the topic.
- At the chairperson's discretion, any faculty member or audience member present has recognition for posing questions to the candidate.
- The defense will be judged as a whole by each member of the dissertation committee to be either satisfactory or unsatisfactory. A defense will be judged satisfactory if no more than one committee member dissents.
- If the defense judgment is unsatisfactory, written feedback provided to the candidate will prompt a second oral defense.

Defense of the Dissertation

The dissertation defense is designed as the final examination of a candidate's dissertation as well as providing the candidate with a public forum for presenting findings. Toward these ends, a dissertation defense must satisfy the following requirements:

It is the responsibility of students and faculty to follow all policies and procedures. Exceptions to these policies and procedures will be granted only in extenuating circumstances. Students who wish to petition for an exception must 1) do so in a timely fashion; 2) demonstrate support of their dissertation chair and committee members; 3) show cause and/or provide supporting documentation for the exception in writing. The Graduate Director and Graduate Committee will review these petitions and provide a written response to the student.

Ph.D. Degree Time Limitations

The period from time of matriculation into the doctoral program to doctoral candidacy shall not exceed five consecutive years unless approved by the School of Criminal Justice and the Graduate School.

The period of time from admission to doctoral candidacy to completion of the doctoral degree shall not exceed four consecutive years unless otherwise approved by the School of Criminal Justice and Graduate School.

A doctoral student must complete all degree requirements no later than nine years from the date of first admission to the doctoral program.

In general, students not meeting the time limits outlined here can expect to be terminated from the program. Requests for time extensions will be supported only in extreme circumstances and must be approved by the Graduate Committee.

Graduation

Students who have successfully defended their dissertation will have satisfied all degree requirements. Students will be eligible for graduation when the following conditions are met:

- All records are complete and in good order;
- Student has finalized and submitted his or her online application to graduate by the deadline;
- Confirmation of registration for at least one credit in his or her graduate program in each academic year;
- Receipt and approval of the student's electronic dissertation and related forms by the Graduate School (see Graduate School web site for instructions); grad.uc.edu
- The candidate is required to complete the Doctoral Exit Survey on their doctoral experience and return it to the Graduate School.

DOCTOR OF PHILOSOPHY CURRICULAR SUMMARY

Core Requirements (Total 27 Semester Hours) ***Theory and Research on the***

Criminal Justice System **(3 Semester Hours)***

8010 – Seminar in Criminal Justice Theory

-OR-

8011 – Seminar in Criminal Justice Process

Theory and Research on the Nature of Crime **(3 Semester Hours)***

8020 – Structural Theories of Crime

Research Methods and Statistics **(12 Semester Hours)***

Research Methods (6 Semester Hours)

8030 – Criminal Justice Research Methods I

8031 – Criminal Justice Research Methods II

Statistics (6 Semester Hours)

8040 – Criminal Justice Statistics I

8041 – Criminal Justice Statistics II

Research Tools (3 Semester Hours)*

8042 – Philosophy Of Science

8050 – Qualitative Methods in CJ

8051 – Meta Analysis in CJ

8052 – Criminal Justice Survey Design

8053 – Criminal Justice Research Tools

8054 – CJ Research Tool: Multi-Level Modeling

8055 – Structural Equation Modeling

8056 – CJ Research Tool: Growth Modeling and Trajectories

8057 – CJ Research Tool: Longitudinal Data Analysis

8092 – Special Topics in Criminal Justice Research

8093 – Special Topics in Criminal Justice Statistics

Practicum **(6 Semester Hours)***

9000 – Criminal Justice Research Practicum

9001 – Criminal Justice Teaching Practicum

TOTAL – 27 Semester Hours

Concentration: Foundation (9 Semester Hours)

Criminal Justice (9 Semester Hours)

Required

8010 – Seminar in Criminal Justice Theory*

8011 – Seminar in Criminal Justice Process*

Electives

8012 – Seminar in Legal Issues

8013 – Juvenile Justice System

8014 – Seminar in Criminal Courts

- 8015 – Seminar in Critical Perspectives in CJ
- 8016 – Seminar in CJ Program and Policy Evaluation
- 8095 – Special Topics in Criminal Justice

Criminology (9 Semester Hours)

Required

- 8021 – Biosocial Criminology*
- 8070 – Seminar in Race/Ethnicity and Crime*

Electives

- 7085 – The Criminal Offender
- 8022 – Life-Course Criminology
- 8023 – Seminar in Drugs and Crime
- 8024 – Seminar in Gender and Crime
- 8025 – Seminar in International Criminology
- 8026 – Individual Theories of Crime
- 8027 – Macro-Level Criminology
- 8072 – Seminar in White-Collar Crime
- 8096 – Special Topics in Criminology

Concentration: Substantive Specialization (9 Semester Hours)

Corrections (9 Semester Hours)

Required

- 7060 – Correctional Theory and Policy*
- 8060 – Seminar in Correctional Rehabilitation*

Electives

- 8061 – Applied Corrections
- 8062 – Seminar in Community Corrections
- 8063 – Seminar in Institutional Corrections
- 8064 – Punishment and Treatment Disparities
- 8065 – Clinical Populations in Corrections

Policing (9 Semester Hours)

6 Hours of Below Required

- 7080 – Theory and Practice of Law Enforcement
- 8081 – Police Decision Making
- 8082 – Seminar in Police Effectiveness

Electives

- 8071 – Community and Environmental Criminology
- 8074 – Applied Crime Prevention
- 8080 – Policing in Context
- 8099 – Special Topics in Policing

Crime Prevention (9 Semester Hours)

- 7051 – Advanced Crime Analysis
- 7070 – Theory and Practice of Crime Prevention
- 7080 – Theory and Practice of Law and Enforcement
- 7085 – The Criminal Offender
- 8071 – Community and Environmental Criminology
- 8072 – Seminar in White Collar Crime

- 8073 – Seminar in Victimology
- 8074 – Applied Crime Prevention
- 8080 – Policing in Context
- 8081 – Seminar in Police Decision-Making
- 8082 – Seminar on Police Effectiveness
- 8098 – Special Topics in Crime Prevention
- 8099 – Special Topics in Policing

General Electives (9 - 12 Semester Hours)

Dissertation Hours (Minimum 6 Semester Hours)

Minimum Semester Hours Must TOTAL 60

Proficiency Paper

**Research Methods and Statistics
Comprehensive Examination**

Advancement to Candidacy

Teaching Experience

Acceptance of Dissertation

OTHER CRIMINAL JUSTICE GRADUATE PROGRAM POLICIES

All students are required to make "satisfactory progress" toward the completion of their degree. Failure to fulfill this requirement will subject a student to suspension or termination from the

program.

The performance of all students is monitored each semester to insure they are making satisfactory progress toward their degree. An unfavorable evaluation may mean that a student will be suspended or terminated from the Graduate Program. Suspended students may not take courses until they reapply and have been accepted for readmission by the faculty. Students may appeal a suspension decision by contacting the Graduate Director and/or other authorized appeals committees/persons within the College of Education, Criminal Justice, and Human Services and of the University of Cincinnati Graduate School.

The School of Criminal Justice adheres to the grading practices specified in the *Graduate Handbook of the University of Cincinnati Graduate School*.

The following rules stipulate the level of performance one must sustain for evaluation as making satisfactory progress in the Criminal Justice Graduate Program:

1. All doctoral students must maintain at least a 3.25, master students must maintain a 3.00 (on 4 point grading scale) average in the graduate program. Failure to comply with this standard will result in academic probation and possible suspension from the graduate program.
2. A student who receives an "F" in any graduate course may be suspended or terminated from the program.
3. No grade of "I" (Incomplete) is permitted for more than one semester without the approval of the instructor of the course. Students who fail to finish an "I" by this time may be suspended or terminated from the program.
4. No student may earn more than two "I" grades in any one semester or more than four in their entire program. Students exceeding this limit may be suspended or terminated from the program.
5. With the exception of semesters in which the Demonstration Project is taken, any student who takes more than one "W" or "I" in any semester will be subject to a review by the Graduate Program Committee. Students exceeding this limit may be suspended or terminated from the program.
6. Part-time students are expected to make steady

progress on their degree requirements. A student who does not enroll for two consecutive semesters will be subject to a review by the Graduate Committee. This review could result in termination from the program. While acknowledging a different pace in completion of coursework, like full-time students, part-time students also must make satisfactory progress toward the completion of their degree.

7. All master students who do not complete their degrees in one academic year must register for at least one credit in each fall semester until their degree requirements are completed. Master students registering for one credit will usually register for 18-CJ-7091, Individual Work, or 18-CJ-7090 Directed Studies (with approval of an instructor). The School cannot provide GIA credits for any courses beyond these needed to satisfy the 30 required credit hours.
8. Doctoral candidates must register for at least one credit in each academic year until degree requirements are completed. Doctoral students registering for one credit will usually register for 18-CJ-9090, Doctoral Dissertation Research. Students who fail to comply with this regulation will be declared "inactive" and the Graduate School will require reinstatement and payment for one credit hour per year during the time lapsed.

POLICY ON STUDENT REVIEW AND DISMISSAL

Purpose

The purpose of this policy is to create a process for fair and expeditious review of graduate students who are performing below standards academically, or whose behavior is disruptive to other students, faculty, or staff.

Students can be called for a review at any point in their program of study. Reviews are appropriate when:

- Student fails to make satisfactory progress toward the completion of the degree,
- Student fails to meet School responsibilities,
- Student is disruptive, threatening, or demonstrates erratic behavior,
- Student has violated School, College, or

University policy,

- Student has failed the comprehensive exam for a second time,
- Student has received a (C) in a graduate course,
- Student has agreed to a plan to resolve an academic or behavioral problem, but has not completely carried out that plan,
- Faculty have concerns that the student cannot successfully complete the program requirements.

Any faculty member can recommend a review, including the School Director or the Graduate Program Director.

If a faculty member petitions for a review of a student, the Graduate Director will notify the student in writing about the nature of the issue and will require the student to meet with the Graduate Director and/or the Graduate Committee. The student should be prepared to discuss, in detail, the circumstances surrounding the review.

Stage 1:

After consulting with the student, the Graduate Director will make an official recommendation to the Graduate Committee.

- If the Graduate Director determines that the original petition was in error, or that the problem has been resolved and requires no further action, then the Graduate Director will notify the student and the petitioning faculty member in writing that the matters brought up in the petition have been resolved and no further action is required.
- If the Graduate Director recommends to the Graduate Committee that the student be retained in the program, the recommendation must address what the student must do to resolve the situation that led to the review hearing.
- If the Graduate Director recommends to the Graduate Committee that the student should be removed from the program, the Graduate Director must explain the reasoning for the recommendation in writing to the student. The student must be notified in writing no later than five

(5) working days after meeting with the Graduate Director.

- Following any written recommendation from the Graduate Director, the student has five (5) working days from the date of written notification to respond, in writing, to the Graduate Committee.

Stage 2:

If the student objects to the recommendation of the Graduate Director, the Graduate Committee will then vote on the recommendation. The Graduate Committee will take into consideration the student's written response.

- The committee can accept the recommendation, completely or in part.
- The Graduate Committee can also reject the recommendation, completely or in part.
- Regardless of the decision, the student must be notified in writing no later than five (5) working days after the vote.
- The Student then has five (5) working days to accept or object to the recommendation.

In situations where the Graduate Committee rejects, in whole or in part, the recommendation of the Graduate Director, the Graduate Committee and the Graduate Director will attempt to reconcile their differences to remedy the student's situation. If reconciliation cannot occur, the issue will be forwarded to the Director of the School for consideration.

Stage 3:

When the Graduate Director and the Graduate Committee unanimously recommend the termination of a student from the program, they will send that recommendation and accompanying justification to the Director of the School of Criminal Justice.

If the student disagrees with the recommendations of the Graduate Director and the Graduate Committee, the student will have ten (10) working days to respond, in writing, to the Director of the School.

Notice of the recommendation will also be sent to faculty. Faculty will then have the opportunity to

contribute information and their viewpoints directly to the Director of the School prior to a decision being rendered.

Upon receipt of the recommendation of the Graduate Committee, the Director of the School will have fifteen (15) working days to make a decision and to notify, in writing, both the faculty and the student.

If the decision is made to dismiss the student, the student will be terminated from the program and not allowed to register further for classes. The Provost's office will be notified.

If the decision is made to not dismiss the student, the School Director may recommend other actions be taken short of termination, including but not limited to placing the student on probation or suspending the student for a period of time.

Conflict of Interest:

Any member of the faculty can challenge a perceived conflict of interest. Members substituted due to a conflict of interest do not lose their ability as faculty to contribute to discussions and to make recommendations. Members vacated due to a conflict of interest must be replaced. If the Director of the School has a conflict, decision-making power moves to the Associate Director or another appropriate designee.

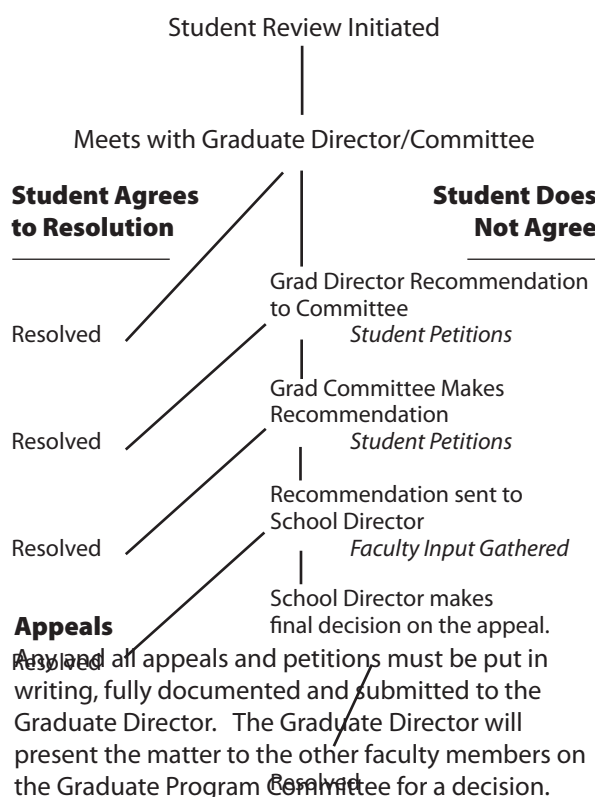
Academic Honesty

Academic dishonesty is a serious offense and cannot be tolerated in an academic community. Dishonesty in any form, including cheating, plagiarism, deception of effort, unauthorized assistance, repeated use of the same coursework, or manufacturing of data may result in a failing grade in a course and/or suspension or dismissal from the Graduate School.

Directed Studies/Independent Work

Before any student registers for directed studies or independent work, they must receive written approval from the faculty member with whom they plan the directed studies or independent work. The completed approval form must be given to the Graduate Director prior to registering for the class. If a form is not completed and turned in by the end of the second week of the semester, the student will be withdrawn from the course.

If, in a single term, a student registers for Directed Studies or Independent Work with more than one faculty member, the student must register for two different courses (i.e., Individual Work in Criminal Justice - 18CJ7091, Directed Studies – 18CJ7090, or Advanced Individual Work in Criminal Justice – 18CJ8090).



Appeals

Reviewed all appeals and petitions must be put in writing, fully documented and submitted to the Graduate Director. The Graduate Director will present the matter to the other faculty members on the Graduate Program Committee for a decision.

Leave of Absence

Under special circumstances, graduate students may apply for a leave of absence from full-time study at the University for a specific period of up to one year. Circumstances justifying a leave include personal or family medical conditions or call to active military duty. The rationale must be independently documented by the applicant. Students are eligible for a leave of absence during their first three years of graduate study.

An approved leave of absence preserves the student's active status in his or her degree program. Time granted as official leave does not count against

time limits for awarding degrees. A leave may be renewed for up to one year if the student applies for a leave extension at least four months prior to the expiration of his or her initial leave. Renewal of a leave is subject to the approval of the program, college and Graduate School. A student will not be granted a leave of absence totaling more than two years.

NOTE: Students with financial aid and/or student loans should confer with the Office of Financial Aid prior to requesting a leave of absence to ascertain any implications for their financial support.

Submitting a request for a leave of absence

Student:

1. Completes Leave of Absence Request form through the Graduate School website: <https://grad.uc.edu/student-life/policies/forms.html>
2. Submits any required supporting documentation (i.e doctor's letter or military orders) to Graduate School and/or Graduate Program Director.

Graduate Program Director:

1. Denies or approves request.
2. If approved, signs and forwards form to College Associate Dean.

College Associate Dean:

1. Denies or approves request.
2. If approved, signs and forwards form to Associate Dean of Graduate School.

Associate University Dean:

1. Denies or approves request.
2. Notifies the student in writing regarding request. Copies of the final approval/refusal letter are sent to the graduate program office.



VALERIE R. ANDERSON

Assistant Professor

Professor Anderson received her Ph.D. in community psychology from Michigan State University in 2015 and completed a post-doctoral fellowship at Indiana University School of Medicine prior to joining the faculty in 2016. The central focus of her research program is to understand juvenile corrections and victimization, and—more specifically—the circumstances and contexts in which these areas intersect. Given that framework, her research program includes two primary substantive areas of inquiry: (1) the juvenile justice system, and (2) the scope and impact of human trafficking. Her examination of these specific topics spans multiple ecological levels of analysis (e.g., individual, relational, environmental, socio-structural) and utilizes quantitative, qualitative, and mixed methods approaches.

Dr. Anderson is currently serving as the principal investigator on two funded studies: (1) a state-wide human trafficking prevalence study funded by the Ohio Office of Criminal Justice Services, (2) a study examining the health-related characteristics and context of girls in juvenile detention funded through Cincinnati Children's CCTST Partnership Development Grant. She recently served as the principal investigator on an American Psychological Association funded public policy grant examining gender-responsive practices in the juvenile justice system. Her research is featured in a variety of criminal justice, public health, and psychology journals.



J.C. BARNES

Professor

Interim School Director

Professor Barnes received his doctorate in 2010 from the College of Criminology and Criminal Justice at Florida State University. His research seeks to understand how genetic and environmental factors combine to impact criminological phenomena. Recent works have attempted to reconcile behavioral genetic findings with theoretical developments in criminology. He is a co-author of *Criminology Theory: A Brief Introduction* (4th Edition) published by Prentice Hall and was a co-editor of *The Nurture versus Biosocial Debate in Criminology: On the Origins of Criminal Behavior and Criminality* (Sage). Dr. Barnes has published more than 100 scholarly papers in outlets such as *Behavior Genetics*, *Criminology*, *Journal of Marriage and Family*, *Justice Quarterly*, and *Psychological Science*. He teaches in the areas of research methods and statistics.



JUWAN ZACCHAEUS BENNETT

Assistant Professor

Dr. J.Z. Bennett is an Assistant Professor in the School of Criminal Justice at the University of Cincinnati. Dr. Bennett is a Temple Made student, earning his B.A., M.A., and Ph.D. in Criminal Justice from Temple University. He completed a post-doctoral fellowship in the Center for Urban Education (CUE) at the University of Pittsburgh.

Dr. Bennett's passion for research was cultivated as a Ronald E. McNair Scholar. His primary research interests include juvenile life without parole (JLWOP), developmental and life-course criminology, and the relationships between education and crime/delinquency.

Dr. Bennett serves as the co-founder of the Urban Youth Leadership Academy, a program designed to equip the next generation of leaders. He has also been actively involved with The Inside-Out Prison Exchange Program® since 2016 and is a member of the Graterford Think Tank.

Criminal Justice Graduate Faculty at the University of Cincinnati



MICHAEL L. BENSON

Professor Emeritus

Michael L. Benson received his Ph.D. in Sociology from the University of Illinois in 1982 and is a Professor in the School of Criminal Justice at the University of Cincinnati. Writing mainly in the areas of white-collar and corporate crime, he has published extensively in leading journals, including *Criminology*, *Justice Quarterly*, *Journal of Research in Crime and Delinquency*, *American Journal of Sociology*, *American Sociological Review*, and *Social Problems*. He received the Outstanding Scholarship Award of the Society for the Study of Social Problems Division on Crime and Juvenile Delinquency for his co-authored book, *Combating Corporate Crime: Local Prosecutors at Work*. He is a Fellow of the American Society of Criminology, and won the 2017 Gilbert Geis Lifetime Achievement Award from the Division on White-Collar and Corporate Crime. His research has been funded by the National Institute of Justice and the Centers for Disease Control, as well as private research foundations. His most recent books include the third edition of *White-Collar Crime: An Opportunity Perspective*, co-authored with Sally S. Simpson, and the second edition of *Crime and the Life Course: An Introduction*. Professor Benson teaches in the areas of criminology and crime prevention.



SANDRA LEE BROWNING

Associate Professor

Professor Browning received her doctorate in Sociology at the University of Cincinnati. She previously was on the faculty of Eastern Kentucky University. She is an American Sociological Association Minority Fellow, as well as an American Society of Criminology Minority Fellow. Within the Academy of Criminal Justice Sciences, she has served numerous times as chairperson of the Affirmative Action Committee. She is also an active member in the Southern Sociological Society, serving as a member of the Black Caucus and as a member of the Association of Black Sociologists. At the University of Cincinnati, she is also an affiliate of the Department of Women's Studies. She has published on the impact of race on attitudes toward crime and justice. Her current research interests are in the areas of crime and the underclass, the institutionalization of black males, and the role of race in shaping views of the criminal justice system. She teaches in the areas of criminal justice and professional development.



CHRISTINA CAMPBELL

Assistant Professor

Professor Campbell earned a PhD in Community Psychology at Michigan State University and a postdoctoral fellowship in the Department of Psychiatry, Division of Prevention and Community Research at Yale University. Her primary research interests include delinquency prevention, risk assessment, juvenile justice policy, and neighborhood ecology. She has also conducted research on racial and health disparities experienced by individuals who come in contact with the criminal justice and child welfare system, child welfare policy, juvenile sex offender assessments, and prisoner reentry. Her work has been published in various journals which include *Criminal Justice and Behavior*, *Child and Youth Services Review*, *Journal of Offender Rehabilitation*, *Journal of Traumatic Stress*, and *Youth Violence and Juvenile Justice*. She has received funding support for her research from the National Institute on Minority Health and Health Disparities, National Institute on Drug Abuse, and the National Science Foundation. She is a member of the American Psychological Association, Society for Community Research and Action, American Society of Criminology, and the Racial Democracy, Crime & Justice Network. She teaches in the areas of juvenile justice and corrections.



JOSHUA COCHRAN

Associate Professor

Dr. Joshua C. Cochran received his Ph.D. from Florida State University in 2013. His research focuses on punishment, incarceration, and inequality. He is co-author, with Daniel P. Mears, of the book *Prisoner Reentry in the Era of Mass Incarceration* (Sage). His writing appears in leading criminology and crime policy journals and his views and research findings have been featured in a variety of outlets, including *Slate*, *The Marshall Project*, *The Society Pages*, *the London School of Economics*, *American Politics and Policy Blog*, *The Sarasota Herald*, *NIJ Crime Solutions*, *the Civic Research Institute*, and *ACJS Today*. He was previously awarded the American Society of Criminology's Division on Corrections and Sentencing Dissertation Award and the Academy of Criminal Justice Sciences' Outstanding Student Paper Award for work from his Ph.D. thesis focused on incarceration and the implications for inmate social ties. He recently received the Distinguished New Scholar Award from the American Society of Criminology's Division on Corrections and Sentencing and the New Scholar Award from the Academy of Criminal Justice Sciences. Currently, he is a principal investigator, along with Dr. John Wooldredge, on a three-year project funded by the National Institute of Justice examining the use and impacts of solitary confinement in Ohio prisons and a co-investigator on an NIJ-funded study examining solitary confinement in Florida prisons. Dr. Cochran is also pursuing a range of collaborative projects with graduate students focused on punishment and sentencing.



NICHOLAS CORSARO

Associate Professor

Professor Corsaro received his Ph.D. from the School of Criminal Justice at Michigan State University in 2007. He joined the University of Cincinnati School of Criminal Justice faculty in 2011. His broader research agenda focuses on the etiology of community violence, strategic policing practices, program evaluation, and research methodology. He has served as a principal investigator for a number of state and federally funded projects to evaluate effectiveness of criminal justice practices, including interventions designed to disrupt open-air drug markets and chronic, violent gang offenders. His prior research in these areas appears in *Crime & Delinquency*, *Criminology & Public Policy*, *Journal of Criminal Justice*, *Journal of Experimental Criminology*, *Journal of Urban Health*, *Justice Quarterly*, and *Journal of Quantitative Criminology*. He teaches graduate courses in the areas of policing, research methods, and statistics.



FRANCIS T. CULLEN

Distinguished Research Professor Emeritus Senior Research Associate

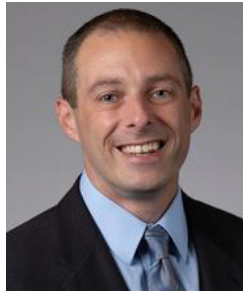
Professor Cullen received his PhD in sociology and education from Columbia University in 1979. He is a past President and Fellow of both the American Society of Criminology and of the Academy of Criminal Justice Sciences. He was the recipient of the 2010 ASC Edwin H. Sutherland Award. He has published more than 300 works in the areas of criminological theory, correctional policy, white-collar crime, public opinion about crime and justice, victimology, and the organization of knowledge. His most notable books include *Reaffirming Rehabilitation*, *Rethinking Crime and Deviance Theory*, *Corporate Crime Under Attack: The Ford Pinto Case and Beyond*, and *Unsafe in the Ivory Tower: The Sexual Victimization of College Women*. He has authored widely used texts, such as *Criminological Theory: Context and Consequences*, *Criminological Theory: Past to Present—Essential Readings*, and *Correctional Theory: Context and Consequences*. His most recent works include *Communities and Crime: An Enduring American Challenge* and *Environmental Corrections: A New Paradigm for Supervising Offenders in the Community*. He teaches in the areas of criminological theory and professional development.



JOHN E. ECK

Professor

Professor John Eck earned his Ph.D. in criminology from the University of Maryland in 1994. Prior to that, he had worked on police reform for 17 years as Research Director of the Police Executive Research Forum. He is known for his work on investigations management, problem-oriented policing, and preventing crime at high crime places. Dr. Eck focuses on developing practical solutions to crime problems based on sound research and rigorous theory. In addition to publishing many academic papers, he has created numerous guides for police and others interested in preventing crime. In 2001 he assisted the Federal Court in negotiating a suit alleging racial discrimination in police enforcement practices. The result was the Cincinnati Collaborative Agreement. In 2016, Dr. Eck was presented with the Collaborative Agreement Award for helping negotiate that agreement and his subsequent work to sustain it. Dr. Eck was a member of the National Academy of Sciences panel on police research and policy. He teaches courses on police effectiveness and preventing crime at places. He is the recipient of the 2016 Ronald V. Clarke Award presented by the Environmental Criminology and Crime Analysis network. He teaches in the areas of policing and crime prevention. When he has the time, he likes to sculpt basalt, granite, and other hard rocks.



BEN FELDMEYER

Associate Professor
PhD Graduate Program Director

Professor Feldmeyer received his B.S. in Psychology and Sociology from The Ohio State University in 2001 and his Ph.D. in Sociology from Penn State University in 2007. His research focuses on criminal behavior and criminal sentencing across demographic groups, social class, and social context. His work pays particular attention to the effects of structural conditions on violent offending across race/ethnicity and addresses such questions as: (1) What effect (if any) does immigration have on community levels of crime, and do these relationships vary across different social contexts and demographic groups? (2) How do factors like racial/ethnic segregation and concentrated disadvantage shape community levels of crime, and are these effects similar for Black, White, and Latino populations? (3) Have race/ethnic, gender, and age gaps in crime changed over time, and to what degree are these trends due to changes in enforcement versus changes in large-scale social forces? (4) How are racial/ethnic disparities in sentencing outcomes influenced by community context? His recent work has appeared in *Criminology*, *Journal of Research in Crime and Delinquency*, *Social Problems*, *Social Science Research*, *Sociological Forum*, *The Sociological Quarterly*, *Population Research and Policy Review*, and *Homicide Studies*. He teaches in the area of criminology.



BONNIE FISHER

Professor

Professor Fisher received her Ph.D. in political science from Northwestern University in 1988. She is co-editor of the *Security Journal*. She co-authored *Unsafe in the Ivory Tower: the Sexual Victimization of College Women*, which won the 2011 Academy of Criminal Justice Science Outstanding Award, and the *Dark Side of the Ivory Tower: Campus Crime and Social Problems*. She is the Co-PI on the 2019 *Association of American Universities' Campus Climate Survey*. Her research interests remain focused on victimization but have expanded to include cyber victimization and the evaluation of campus by standing intervention programs. In 2012 she was awarded the Reiveschl Award by UC in recognition of her distinguished achievements in research and in 2017 she was awarded the Bruce Smith, Sr. Award by the Academy of Criminal Justice Sciences. She teaches courses in the areas of victimology and statistics.



JAMES FRANK

Professor

Director of the Center for Criminal Justice Research

James Frank is a Professor in the School of Criminal Justice and the Director of the Center for Criminal Justice Research at the University of Cincinnati. Professor Frank is a 1993 Ph.D. from the School of Criminal Justice at Michigan State University. He also received his J.D. from Ohio Northern University in 1977. Dr. Frank's primary research interests include understanding police behavior at the street-level, officer decision making during interactions with the public, the formation of citizen attitudes toward the police, and the correlates of sentencing decisions. He has been involved in a number of externally funded research projects that primarily examine street-level police officer behavior. His funded policing research projects have examined officer use of police technology involving gunshot location programs and the use of non-emergency call numbers, the hiring practices of police agencies, the work routines of police officers, the influence of race on traffic stops, citizen attitudes toward the police and the implementation of problem solving strategies. He has also been involved in funded studies examining juror understanding of death penalty instructions, sentencing in state court and federal courts and the impact of collateral consequences of conviction in Ohio. He has published articles in *Justice Quarterly*, *Police Quarterly*, *Journal of Criminal Justice*, the *American Journal of Police*, *Crime and Delinquency*, *Policing: An International Journal of Police Strategy and Management*, and *Criminology and Public Policy*. He regularly teaches courses in the areas of policing, the law and court system, and decision making across the criminal justice system. Dr. Frank is a past President of the Academy of Criminal Justice Sciences.



CORY HABERMAN

Assistant Professor

Director of the Institute for Crime Science

Dr. Cory Haberman is an assistant professor in the School of Criminal Justice. Dr. Haberman's research focuses on two primary areas. First, Dr. Haberman uses quantitative methods to understand spatial-temporal crime patterns. Second, Dr. Haberman uses mixed-methods research to advance evidence-based policing with particular interests in crime analysis, hot spots policing, and focused deterrence. Dr. Haberman's research has been published in leading criminology and criminal justice journals, such as *Criminology*, *Crime and Delinquency*, *Journal of Experimental Criminology*, and *Journal of Research in Crime and Delinquency*.



BRITTANY E. HAYES

Assistant Professor

Dr. Brittany E. Hayes received her Ph.D. from John Jay College, City University of New York in 2014. Her research centers on the correlates, consequences, and responses to victimization. Her work also examines macro- and micro-level factors that influence behaviors and attitudes. Dr. Hayes has published articles in peer-reviewed journals such as the *American Sociological Review*, *Journal of Interpersonal Violence*, *Child Abuse & Neglect*, and *Journal of Research in Crime and Delinquency*. She is the recipient of both the American Society of Criminology Division on Women and Crime New Scholar Award (2019) and the Division of Victimology Faculty Researcher of the Year Award (2017). In 2018, she received the Academy of Criminal Justice Sciences (ACJS) William L. Simon/Routledge Outstanding Paper Award.



HEXUAN LIU

Assistant Professor

Professor Liu received his Ph.D. in sociology from the University of North Carolina at Chapel Hill. His research focuses on (1) the integration of social science with biology and genomics to understand the complex mechanisms underlying criminal behavior and social and health outcomes, and (2) quantitative methodology, particularly statistical and computational methods analyzing big data. He has published in peer-reviewed journals including *American Sociological Review*, *Social Forces*, *Demography*, the *Journal of Marriage and Family*, the *American Journal of Public Health*, and *PLoS One*. He teaches in the area of statistics.



SARAH MANCHAK

Associate Professor

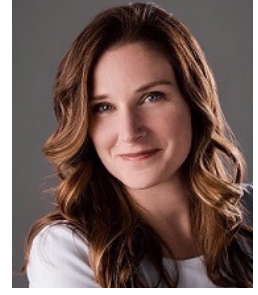
Professor Manchak received her M.A. in Forensic Psychology at John Jay College of Criminal Justice in 2005 and her Ph.D. in Psychology and Social Behavior (concentration in experimental psychopathology) at the University of California, Irvine in 2011. Her research focuses broadly on offender rehabilitation and has an emphasis on individuals with mental illness and addiction who are involved in the criminal justice system. More recently, she has been engaged in research that seeks to understand the impact of the opioid epidemic on practitioners and to improve community responses to individuals with opioid addiction. Dr. Manchak's work has been featured in *Law and Human Behavior*, *Criminal Justice and Behavior*, and *Psychiatric Services*. Dr. Manchak teaches in the areas of corrections and research methods.



JOSEPH NEDELEC

*Associate Professor
MS Graduate Program Director*

Professor Nedelec received his undergraduate degrees (criminology and psychology) and his Master's degree (criminology) from Simon Fraser University in Burnaby, British Columbia. His doctoral degree (criminology) was received from Florida State University. Dr. Nedelec's primary research interests lie within biosocial criminology, with specific focus on evolutionary psychology, life-history theory, and behavioral genetics. He has published articles on biosocial criminology and other topics in a variety of journals including *Child Psychiatry and Human Development*, *Criminology*, *Evolution and Human Behavior*, *Evolutionary Behavioral Sciences*, *Intelligence*, *Journal of Criminal Justice*, *Journal of Drug Issues*, *Personality and Individual Differences*, *PLOS One*, and others. He has also incorporated topics related to cybercrime and cyber-security into his research agenda and has a secondary appointment with the School of Information Technology at UC. Dr. Nedelec teaches in the areas of life-course/developmental criminology, cybercrime, research methods, statistics, and terrorism and homeland security. He is also co-founder and current Vice President of the Biosocial Criminology Association (www.biosocialcrim.org).



PAULA SMITH

Associate Professor

Paula Smith completed her doctoral work in Psychology at the University of Brunswick. She was previously a Research Associate with the Centre for Criminal Justice Studies at the University of New Brunswick. She has also been involved in the development and delivery of treatment programs to federal parolees with the Correctional Service of Canada. Her research interests include meta-analysis, the assessment of offender treatment and deterrence programs, the development of actuarial assessments for clinicians and managers in prisons and community corrections, the effects of prison life, treatment responsiveness, and the transfer of knowledge to practitioners and policy makers. She has co-authored several articles, book chapters, and conference presentations on the above topics. She teaches in the areas of criminal justice, corrections, and research methods.

**US News & World Report
rated the graduate
program #4 in the country.**



JOHN WOOLDREDGE

Professor

John Wooldredge holds a PhD in Sociology from the University of Illinois. He is a professor in the School of Criminal Justice at the University of Cincinnati. His research and publications focus on institutional corrections (crowding, inmate crimes and victimizations) and criminal case processing (sentencing and recidivism, and micro-versus macro-level extralegal disparities in case processing and outcomes). He is currently involved in an NIJ funded study of the use and impacts of restrictive housing in Ohio prisons (with Josh Cochran), and in projects focusing on prison program effects on subsequent misconduct during incarceration and post-release recidivism, and extralegal disparities in prison sanctions imposed for rule violations. Recent books include *The Oxford Handbook of Prisons and Imprisonment* (co-edited with Paula Smith; published by Oxford University Press in 2018), and *Prison Violence* (co-authored with Ben Steiner; to be published by Taylor and Francis in 2019). Recent journal articles have appeared or are forthcoming in *Crime and Delinquency*, *Criminology*, *Criminology and Public Policy*, *Journal of Criminal Law and Criminology*, *Journal of Quantitative Criminology*, and *Justice Quarterly*. His courses in the graduate program include a seminar on institutional corrections, and classes on multi-level modeling, sampling, and structural equation modeling.



JOHN PAUL WRIGHT

Professor

Professor Wright was the first graduate from the Criminal Justice Program at the University of Cincinnati. He subsequently served five years on the faculty at East Tennessee State University in the Department of Criminal Justice and Criminology prior to joining the UC faculty. Dr. Wright's work has sought to integrate findings from a number of disciplines, including human behavioral genetics, psychology, and biology. He has published extensively in a broad array of criminology, biology, genetics, psychology, and medical journals. His research has reinvigorated intellectual interest in the role biology plays in criminal behavior and has led to new insights on the development of criminal offending, the stability of criminal behavior, the impact of parenting on offending, effective early intervention and policy. He has published over 200 articles and book chapters and was recently judged to be one of the most prolific and most cited criminologists in the United States. Along with his many publications, Dr. Wright has also published or co-edited several books including *Crimes of Privilege*, a Reader on White-Collar Crime and *Criminals in the Making*. Additionally, Dr. Wright consults with states and local jurisdictions and is a much sought after lecturer. He currently teaches in the area of criminology.

APPENDIX REGISTRATION PROCEDURES

PRE-REGISTRATION AND REGISTRATION PROCEDURES

Registration

A student must meet the admission criteria and be granted full graduate status by the School of Criminal Justice Graduate Admissions Committee in order to earn graduate credit. For more information see <http://www.uc.edu/registrar.html>

Registration Procedures: A student who has applied to and been admitted by the School of Criminal Justice Graduate Admissions Committee registers each semester by going to the registration web site at <https://catalyst.uc.edu>. Upon selecting the proper courses on the web site, full payment for the remaining instructional or other college fees are due at the time of registration. A student may not attend classes until registration is complete.

Registration Change Procedure (Add/Drop):

Alterations to the student's schedule involving the addition of one or more classes, changes in class sections, changes in credit status, and/or dropping a class, may be submitted by logging in to the University's student information system, Catalyst.

To process a registration change, students should be aware of the following policies:

- Some classes may be closed but accepting students on a waitlist.
- Students may be denied initial registration into a class due to course requirements or deadlines. Registration for such classes require an exception/permission to be processed. Class permissions are processed by department/college/advising staff to allow students to register for classes via Catalyst.

Students should consult the Office of the Registrar website for policies and procedures regarding adds, drops and withdrawals: <https://www.uc.edu/about/registrar.html>.

Audit Regulations

The audit option is intended for cases in which coursework is desired or advised but in which a grade for credit purposes is deemed unnecessary by the student in consultation with his advisor. Admissions and conditions for participation in audit courses are at the discretion of the instructor, who is not obligated to accept a student for audit. A "T"

grade will not automatically be assigned unless the instructor's requirements have been met.

Graduate students generally register to audit a course to obtain remedial/deficiencies/instruction in major or minor areas of their programs of study. Audited courses cannot be used to satisfy graduate degree course requirements.

Audit hours are not included in the determination of full-time status. Such hours may be charged to a UGS only if at least 12 graduate credits are taken that same semester, and if the total is less than 18 credits. Also, no more than one audit course per semester should be charged to a UGS.

Pass/Fail

A graduate student may not take courses for graduate credit on a pass/fail basis, except when approved by the student's advisor and the Graduate Director. A course taken pass/fail may not be counted towards fulfilling a specific graduate degree course requirement.

Withdrawals

Students may drop a course through the 15th day of the semester during the period of no academic entry. A dropped course will not appear on your transcript. A withdrawal occurs after the 15th day of the semester after the period of no academic entry, but still within the term. A withdrawal will result in a grade of "W" or "F" on your transcript. Students should consult the Office of the Registrar website each semester for important dates and deadlines for registration, withdrawals, fees, and refunds: <https://www.uc.edu/registrar/calendars/html>.

Complete withdrawals from the program must be made through the graduate director and must be documented in a letter of withdrawal. A student may be withdrawn by the instructor at any time in the semester when excessive absences have been incurred. A student withdrawn because of excessive absences is not eligible for academic credit, refund of fees, or reinstatement as an auditor in that course.

For more information on these policies, go to https://www.uc.edu/registrar/policies_and_procedures.html

APPENDIX

SPECIAL RULES AND PROVISIONS

Non-Discrimination Policy

The School of Criminal Justice reaffirms the University of Cincinnati policy that discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, handicap, or age will not be practiced in any of its activities. Complaints involving discrimination should be directed to the Graduate Director and/or School Head.

Right to Review Records

Students, once enrolled, have the right to review their educational records, except for those excluded by law, such as those maintained by a physician or psychiatrist, or parent's financial statement. Educational records are maintained in such offices as Student Records; the College of Education, Criminal Justice, and Human Services Dean's Office; the School of Criminal Justice Office; Student Financial Aid; Career Development and Placement; and Educational Advising.

In order to gain a review of such records, along with any appropriate explanation or interpretation, the student should first address the proper university or collegiate office. Students wishing to review their file in the School of Criminal Justice must submit a request with the Graduate Director.

Grievance Procedures

The university document, Graduate Student Grievance Procedures, sets forth the procedures established to provide graduate students with a formal channel of appeal and possible redress of grievances arising out of their academic relationships with their school, their college, and the university. Copies of this document are available in the school office, and the University Graduate School Office. The School of Criminal Justice affirms its adherence to these procedures.

www.uc.edu

INFORMATION

For more information on graduate programs in the School of Criminal Justice at the University of Cincinnati, check out our website:

<https://cech.uc.edu/criminaljustice/grad-programs.html>

For more information, contact:

Associate Academic Director

School of Criminal Justice

University of Cincinnati

PO Box 210389

Cincinnati, OH 45221-0389

Phone: 513-556-1819

Fax: 513-556-3303

www.cech.uc.edu/criminaljustice

HELPFUL PHONE NUMBERS

Accessibility Resources.....	513-556-6823
Financial Aid.....	513-556-6982
Health Services.....	513-556-2564
Housing.....	513-556-6461
One Stop Student Service Center.....	513-556-1100
Counseling & Psychological Services.....	513-556-0648
Public Safety.....	513-556-4900
Veterans Programs & Services.....	513-556-6811
University Directory.....	https://ucdirectory.uc.edu/



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