School of Politics and Global Studies

Arizona State University

M.A. in Global Security and M.A. in Global Security with Cybersecurity concentration

Graduate Student Handbook

Effective fall 2022

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Purpose of the Handbook

This handbook is designed to assist students in finding their way through the M.A. in Global Security program and Cybersecurity concentration program (MAGS) at Arizona State University (ASU). It includes specific information about the requirements and policies associated with graduate study at ASU as well as useful information about the goals and structure of the program. Previous versions of the program handbook are housed on the MAGS website:

https://spgs.asu.edu/graduate-degrees/gsc-resources

The handbook serves as an initial resource to provide guidance and answer questions. Students are also encouraged to consult with the program directors and faculty and to take full advantage of the resources at ASU to ensure student success as part of a productive professional and educational environment. Graduate students should consult the rules and regulations found in the Arizona State University Academic Catalog at http://catalog.asu.edu/ as well as the Graduate College Policies and Procedures Manual available online at https://graduate.asu.edu/policies-procedures. Each student should become familiar with both.

Should questions arise that are not answered here, students should consult the following program faculty directors and staff:

Professor Jeff Kubiak
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Professor Daniel Rothenberg
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Leah Legg, MAGS Program Manager and academic advisor
School of Politics and Global Studies
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ASU Charter

ASU is a comprehensive public research university, measured not by whom it excludes, but by whom it includes and how they succeed; advancing research and discovery of public value; and assuming fundamental responsibility for the economic, social, cultural and overall health of the communities it serves.

ASU Policies

Student responsibilities

It is the responsibility of each student to understand and observe all procedures and requirements specified by ASU's Graduate College and the School of Politics and Global Studies (SPGS). It is a requirement for all students to read and understand the MAGS program Graduate Student Handbook, the ASU Code of Conduct, and ASU Graduate College Policies and Procedures. While program faculty and staff provide academic advice and assistance, the ultimate responsibility for meeting degree and other requirements rests with the student.

All ASU students are required to have an active ASU e-mail account and to check it frequently. Students may forward ASU email to another preferred account through the "Profile" tab of the MyASU page. Further instructions on how to forward email can be found on the ASU Help Center web site via the MyASU page, "Help" tab.

Information is provided to students via MyASU (http://my.asu.edu) and students should frequently check their MyASU page for information regarding their status, holds, and list of "to do" items.

Professional ethics and academic integrity

As a graduate student you have joined a community engaged in the quest for knowledge, truth, and understanding within a complex and challenging world. By entering this graduate program, you are committing yourself to an honest, ethical, and cooperative style of learning and inquiry. You represent the university within this community in many ways and are requested to consider that responsibility in your conduct. Course work must reflect individual effort and integrity. Your work must be original, accurate, and documented, and must reflect individual effort and integrity. When in doubt about appropriate conduct, students should consult a faculty mentor to seek clarification. Additional information about ASU's academic integrity policies is available at http://provost.asu.edu/academicintegrity. The School of Politics and Global Studies has a zero-tolerance policy for academic misconduct. Penalties for unethical behavior range from being placed on academic probation to dismissal from the program.

The highest standards of academic integrity and compliance with the university's Student Code of Conduct (https://eoss.asu.edu/dos/srr/codeofconduct) are expected of all graduate students in academic coursework and research activities. The failure of any student to uphold these standards may result in serious consequences, including suspension or expulsion from the university and/or other sanctions as specified in the academic integrity policies of individual colleges as well as the university.

Breaches of academic integrity include, but are not limited to, the following:
- Plagiarism – using another's words, ideas, materials or work without properly acknowledging and documenting the source.
- Cheating on academic evaluation or assignment.
- Academic deceit, such as fabricating data or information.
- Falsifying academic work, research, or records.
- Aiding academic integrity policy violations.

Discrimination complaints

It is a violation of ASU policy to discriminate against any employee or student on the basis of that individual's race, color, religion, national origin, citizenship, sex, gender identity, sexual orientation, age, disability, Vietnam-era veteran status, special disabled veteran status, and other protected veteran status, newly separated veteran status, or any other unlawful discriminatory grounds. Complaints should be filed within 120 days of the last act of alleged discrimination. The director of the Office of Equity and Inclusion may waive or extend this time frame for good cause such as holidays or times that classes are not in session.

An employee or student (or member of the public in cases of disability complaints) who believes that they have been unlawfully discriminated against may discuss his or her concerns with the director or an assistant director of the Office of Equity and Inclusion, file a report, and/or file a complaint of unlawful discrimination with the Office of Equity and Inclusion (https://cfo.asu.edu/hr-equityandinclusion).

The Office of Equity and Inclusion review of complaints is a confidential process because it involves personnel matters. The parties to the complaint are guaranteed confidentiality except as noted in the policy and as necessary to conduct a thorough and fair investigation of the complaint. All witnesses in a complaint investigation are guaranteed confidentiality. All documentation and reports received and/or developed as part of the report/complaint process, including investigative reports are considered confidential unless otherwise noted in the policy.

To review the official policy, see "ACD 401: Procedures for Resolving Complaints of Unlawful Discrimination" in the Academic Affairs manual (http://www.asu.edu/aad/manuals/acd/).

Crisis services

ASU Counseling Services prioritize immediate access to services to ensure that all students who request or need services can be seen the same day- no appointment is necessary. Students can call or walk in and be seen anytime at one of four campus locations between Monday-Friday, 8 a.m.– 5 p.m. If students need assistance outside of business hours, please call EMPACT's 24-Hour ASU-dedicated Crisis Line: 480-921-1006. https://eoss.asu.edu/counseling

Counseling and crisis intervention services are available for free via 360 Life Services for ASU Online students. https://goto.asuonline.asu.edu/360lifeservices/ and 833-223-9883.

If you are concerned about a student

Faculty, staff, and parents can be very helpful in supporting a student in distress to access counseling services. ASU Counseling Services staff offers consultation assistance to concerned parents, faculty, staff, and other students who have concerns about a student. By speaking with one of our counselors, you can receive information about how to talk with a student experiencing difficulties and how to access various resources. If a crisis occurs on or near campus students, faculty, and staff may be affected. ASU Counseling Services staff will schedule meetings with groups of faculty, staff, and students who have been affected by a crisis. You may call any ASU Counseling Services location and ask to speak with a counselor who will talk with you about your needs.

Title IX

Title IX is a federal law that provides that no person be excluded on the basis of sex from participation in, be denied benefits of, or be subjected to discrimination under any education program or activity. Both Title IX and university policy make clear that sexual violence and harassment based on sex is prohibited. An individual who believes they have been subjected to sexual violence or harassed on the basis of sex can seek support, including counseling and academic support, from the university. If you or someone you know has been harassed on the basis of sex or sexually assaulted, additional information and resources are available https://www.asu.edu/titleIX/

University Resources

ASU Counseling Services: https://eoss.asu.edu/counseling and 480-965-6146
Empact Mental Health Line (outside of office hours): 480-921-1006
ASU Health Services: https://eoss.asu.edu/health
International Student Services: https://issc.asu.edu/
Disability Resources: https://eoss.asu.edu/drc
Graduate and Professional Student Association: https://gpsa.asu.edu/
Tuition and Fees: https://students.asu.edu/tuitionandfees
ASU Graduate College: https://graduate.asu.edu/
ASU Online: https://asuonline.asu.edu/

Wellness resources:
https://graduate.asu.edu/sites/default/files/student_well_being_best_practice.pdf
https://graduate.asu.edu/sites/default/files/wellness_resources.pdf

Veteran, Military and Active Duty students:
Pat Tillman Veteran Center: https://veterans.asu.edu/
ASU Online Military Resources: https://asuonline.asu.edu/admission/military/

SPGS Commitment to Diversity

The School of Politics and Global Studies (SPGS) fosters a culture of inclusiveness by embracing people of varied backgrounds into our workplace and educational environment. We recognize that a diverse student population enriches the learning environment for all SPGS graduate students and others enrolled in our classes. The School embraces ASU's commitment to inclusion as stated in the university diversity plan. SPGS is engaged in ongoing efforts to recruit and retain graduate students from a wide variety of backgrounds and experiences.

One of the most important things we can to achieve this goal is to maintain a diverse set of faculty to serve as mentors for our graduate students. Political science research shows that having women and racial and ethnic minorities in positions of power can empower and encourage young people to follow suit. In this way, our diversity efforts at all levels of SPGS are interconnected.

> 'At ASU, we have taken to heart the notion of designing and building the "New American University," a university built on the notion of maximum social inclusion, maximum academic excellence, and maximum impact on serving our communities all from the same institution.'
> -ASU President Michael Crow, Letter to ASU Community.   June 1, 2020

Indigenous Land Acknowledgement

We acknowledge the 22 tribes who are native to Arizona, whose care and keeping of these lands allows us to be here today. More specifically, we honor the Akimel O'odham (Pima) and Pee Posh (Maricopa) peoples, on whose ancestral homelands ASU's campuses reside.

Overview of the M.A. in Global Security (MAGS) and Cybersecurity concentration degree programs

Goals, vision and objectives of the MAGS programs

The online MAGS programs train students to critically engage global conflict and international security in a comprehensive manner designed to aid professional advancement in military, government and private sector careers. The programs are based on the idea that understanding current and future security challenges requires a holistic, multifaceted approach that links key ideas and theories from a variety of disciplines and illustrates and explains core issues with practical examples and case studies.

Global security is a rapidly expanding field. There is significant demand for those who can approach the complex challenges of our world in a careful, informed, and thoughtful manner. We have designed these programs with the goal of graduating world-class professionals who will go on to make significant contributions in the military, humanitarian assistance, diplomacy, post-conflict reconstruction and a variety of areas within the private sector.

We expect that graduates of the MAGS programs will make a significant impact on a variety of fields and in multiple situations and contexts around the world. We look forward to working with students while in the program and playing a key role in professional advancement and career development.

MAGS program requirements

The two MAGS programs are based in the School of Politics and Global Studies (SPGS) within The College of Liberal Arts and Sciences at Arizona State University. The Director of SPGS is the School's chief administrative officer responsible for the overall operation of the School. Within SPGS there are various committees and administrative units to guide School policies and practices. The MAGS programs are managed by the program Director in coordination with the School Director and in accordance with The College and general ASU policies.

Admissions

Applicants should submit an online application through ASU Graduate Admissions. Applications require a personal statement, at least one letter of recommendation, a CV or resume, and official transcripts. International applicants require proof of English proficiency.

Provisionally admitted students must fulfill additional requirements within a specified amount of time to remain in the degree program. Information on the provision can be found in the welcome letter on the MyASU page upon admission. If provisions are not met within the specified time period, the student may be dismissed by the ASU Graduate College. Students are encouraged to speak to the advisor or program directors regarding success strategies and registration plans.

Course requirements: MA in Global Security

To complete the MAGS program, a student must successfully complete 30 credits. This involves 10 courses, each of which is 3 credits.

The MAGS program has two required courses: GSC 501 and GSC 550.

GSC 501 ("War, Conflict and Security") provides an overview of key interdisciplinary approaches to conflict and international security. Students should enroll in GSC 501 in the early stages in the program, preferably the first semester.

GSC 550 ("Capstone") is the second required class. The course is an individually structured class which represents a culminating experience within the program. Student should enroll in GSC 550 the final semester in the program.

All of the other courses in the program are considered electives. Any GSC 3-credit class will fulfill the requirement of "elective" excluding GSC 563 which is reserved for students in the Cybersecurity program. Please consult with the academic advisor with any advising questions.

Course requirements: MA in Global Security, Cybersecurity concentration

To complete the MAGS program with a Cybersecurity concentration, a student must successfully complete 30 credits. The plan of study involves 10 courses, each of which is 3 credits.

There are six required courses in the MA in Global Security, Cybersecurity concentration:
- GSC 501: War, Conflict and Security
- GSC 560: Overview of Cybersecurity
- GSC 561: Cybersecurity Threats and Trends
- GSC 562: Cybersecurity, Global Politics and Resiliency
- GSC 563: Cybersecurity Planning and Strategy
- GSC 550: Capstone

All six courses must be completed as part of the Cybersecurity concentration degree. The remaining four courses may be any four 3-credit elective courses within the "GSC" prefix.

The Cybersecurity concentration program requires four cybersecurity courses: GSC 560, 561, 562 and 563. Students pursuing the concentration should prioritize taking GSC 560 first in the sequence, if possible. MAGS students (not enrolled in the Cybersecurity concentration) may enroll in GSC 560, 561 and/or 562 if space allows. GSC 563 enrollment will be reserved for Cybersecurity concentration students. GSC 560 is a prerequisite for GSC 563 starting Fall 2022.

Students that are interested in the Cybersecurity concentration should officially apply to or may apply to transfer to the program via a program change. Students may also request to transfer from the Cybersecurity degree to the MAGS degree. There is no charge for a program change. Please consult with the academic advisor for procedures for degree changes or transfers.

Course descriptions
Please find below descriptions of the MAGS program courses:

GSC 501 War, Conflict and Security (3 credits) – The class engages interdisciplinary approaches to conflict and international security with a focus on defining a strategic approach to short, medium and long-term global trends. The class reviews key philosophical and social science theories of war and conflict drawn from international relations, sociology and conflict studies. It considers the historical development of global security from the post WWII era to the present including a consideration of the role of states and non-state actors.

GSC 502 Security Studies (3 credits) – The class considers key determinants of global insecurity including ungoverned spaces, civilizational conflict, technological innovation, climate change and terrorism. The course provides a background in links between security, economic well-being and principles of domestic and international governance.

GSC 503 Future of War (3 credits) – The class engages the profound social, political, economic, and cultural implications of the changing nature of war and conflict. The course provides an overview of some classic philosophical and military-strategic theories and conceptions of war, the complex threats of groups operating beyond and across state boundaries, and the danger of the democratization of terror and mechanisms of mass destruction. The class also engages a variety of international drivers of conflict including climate change, shifting demographics, and competition over resources as well as responses to humanitarian and human rights issues raised by conflict, such as the plight of refugees and internally displaced persons.

GSC 504 Understanding Conflict and War (3 credits) – The course provides a critical overview of different definitions and meanings of war and armed conflict. It engages key theories used to understand conflict including realism, neorealism, liberalism and constructivism. It considers core issues in the field, linking empirical studies with explanations for what drives, sustains and resolves conflict including reviewing the fact that democratic states tend not to go to war with each other (the democratic peace), the structure and logic of arms races, escalation and alliance, and core ideas regarding peace, conflict management and conflict resolution.

GSC 505 Law of War (3 credits) – The course provides an overview of key elements of the law of war, also known as international humanitarian law (IHL) and the law of armed conflict (LOAC). It engages basic questions of international law, reviewing its history, sources and structure. The course covers *jus ad bellum*, the rules governing how states legally go to war as well as *jus in bello*, the established ideas regarding how to manage actions during armed conflict. The class covers key principles within the law of war, including distinction, proportionality and necessity as well as reviewing the differences between international and non-international armed conflicts and other key ideas. The class reviews the systems through which the law of war is enforced and also considers basic theoretical and practical issues regarding compliance. In general, the course links the ideas, practices, rules and understandings of the law of war with specific cases and concrete examples.

GSC 506 U.S. Politics of Security (3 credits) – The course reviews the structure of US national security institutions and the ways in which they both work together and often operate in conflict. The class reviews separation of powers issues as linked to war and policy as well as engaging the structure and function of multiple institutions including the Department of Defense, Department of

State, intelligence agencies, U.S. Agency for International Development, National Security Council and Department of Homeland Security. The class focuses on how security policy is developed, managed and implemented.

GSC 507 Global Politics of Security (3 credits) – The course reviews the structure of international security institutions and actors including non-governmental organizations (NGOs), the United Nations' Security Council, peacekeeping missions, regional organizations (NATO, EU, Inter-American System, ASEAN, etc.) and others. The course also considers the roles of private military and intelligence contractors and corporations working on issues of direct and indirect relation to security issues. Through specific case studies and examples, the course reviews the operation of these bodies and their complex relationships.

GSC 508 Comparative Studies of Conflict (3 credits) – This course provides a critical overview of key theories on the causes, justifications and structures of armed political conflict. It begins by outlining core issues within the problem of social order, that is, how to think about managing governance and power. It then reviews the idea of "collective action" and its link with force and violence, ideas that are contrasted with nonviolence as a political strategy. The class then considers civil wars and interstate wars, comparing these forms of organized violence, as well as the current challenges of armed non-state actors (within an international system premised on states) and the an overview of the meaning of peace. The issues and theories reviewed in this class are linked with case studies and concrete examples as a means of linking key ideas with their practical and policy implications.

GSC 509 – Emerging Technologies and Global Security (3 credits) – The course reviews the impact and significance of emerging technologies and global security with a focus on cybersecurity/cyberwar, mass surveillance, autonomous systems, drones, bio- and genetic weapons, and weapons of mass destruction. The class considers past, current and future technologies in terms of general strategic theories and projected impacts on global security.

GSC 510 Governance in Post-Conflict/Transitional Contexts (3 credits) – The course considers the challenges of governance in post-conflict and transitional contexts. This includes issues of peacekeeping, stability operations, reconstruction and governance. It also includes strategies and mechanisms of transitional justice to address past atrocities including trials, truth commissions, vetting, reparations and institutional reform.

GSC 511 Terrorism and Insurgency (3 credits) – This course provides a critical overview of the use of terror by governments, insurgents and other non-state actors. The class engages the definition of terrorism and provides an overview of key practices and strategies. It reviews key theories as to the causes, meaning and impact of the deployment of terror as a strategy by distinct groups. This involves a consideration of state terror, insurgencies and global terror networks. Many of the core ideas reviewed in this class are linked with a set of case studies designed to ground the broader discussion of terror within specific situations and contexts.

GSC 512 Global Trends (3 credits) –This course takes a broad look at emerging global patterns as they relate to governance, security and social order. Examines a number of interrelated topics including globalization, and various forms of backlash, populist movements, socioeconomic inequality both within and between societies, the shifting of economic power from the global west

to the global east, demographic changes and the resource strain that results, democratic backsliding, protests and social unrest, and the weakening of state-society relations.

GSC 550 Capstone (3 credits) – This course serves as the culminating experience of the Masters in Global Security. The capstone course allows each student to explore a research area, interest, theme or question. Final written products will be developed individually based on consultation with faculty.

GSC 560 Overview of Cybersecurity (3 credits)-This course provides an overview of cybersecurity with a focus on its relationship to broad national and international security issues. The class explains core concepts of cybersecurity, cyberwar and cyberpower.

GSC 561 Cybersecurity Threats and Trends (3 credits)-The class focuses on the complex nature of threats and emerging trends within the field of cybersecurity. Topics covered include hacking, data breaches, protecting critical infrastructure, and examines ethical concerns.

GSC 562 Cybersecurity, Global Politics and Resiliency (3 credits)-The course engages special challenges associated with preparing for cybersecurity threats with a focus on the meaning and mechanisms of enabling resiliency from a global security perspective.

GSC 563 Cybersecurity Planning and Strategy (3 credits)-The class focuses on comprehensive cybersecurity planning with a consideration on the meaning and implementation of strategy. Relevant institutions and actors, modes of threat analysis, and internet regulation will be reviewed.

GSC 598 Special Topics (3 credits) – These are new courses that are developed by ASU Professors of Practice and other ASU faculty that serve the educational outcomes of the program but have not yet been turned into permanent courses. A GSC 598 course is an approved elective in the programs.

Enrollment

Once admitted to either of the MAGS programs, students must be registered for a minimum of one graduate credit hour in fall and spring semesters. Summer enrollment is optional, unless the student has been admitted for a summer term, or if financial aid or other circumstances require summer enrollment. Students anticipating a summer graduation must be enrolled in the summer (either session). To maintain continuous enrollment, the credit hour(s) must either be a graduate-level course approved within the program or be listed as continuing registration (GSC 595). Courses with grades of "W" and "X" are not considered valid for continuous enrollment purposes. Students completing work for a course in which they received an "I" (Incomplete) must maintain continuous enrollment during the time in which they are completing the work for that course.

Students are advised to register for between 1 and 4 courses each fall and spring semester, with the recommendation to enroll in 1-2 courses per session. Nine or more credits in a fall or spring semester (between A and B sessions) is considered full-time graduate enrollment. All courses listed on the IPOS should be within the GSC prefix, unless pre-approved by the faculty director.

A student wishing to take a leave of absence for a semester may submit a request through the Interactive Plan of Study (IPOS). The IPOS link is located on the MyASU page, "My Programs" section. Students should notify the advisor when requesting a leave of absence. A leave of absence request should be submitted and request approved prior to the start of a semester, and earlier if

possible. The request must be approved by the faculty director and the ASU Graduate College. Students may request a leave of absence for a maximum of two semesters during the entire program. There is no maximum for students requesting a leave of absence due to military orders or military service. Military-related leaves of absence can be submitted at any time through the academic advisor and the IPOS.

If the student does not enroll for a Fall or Spring semester or the semester of admission without being on an approved leave, the student is considered withdrawn from the university under the assumption that they have decided to discontinue their program. Students removed for this reason must reapply for admission to resume the degree program.

Students should maintain enrollment in their MAGS program continuously, even if the student is co-enrolled in multiple programs. At least one GSC course should be completed in both the fall and spring semesters. Any exceptions to this must be approved by the program faculty director.

Students who would like to withdraw from the degree program are encouraged to first notify the program staff and faculty director. Information on how to cancel admission or voluntarily withdraw from the program can be found here: https://students.asu.edu/graduate/canceladmission

Students who are admitted but wish to start in a future term can request an admission deferral through the MyASU page. Please contact the advisor to request a deferral to a future semester.

Students should closely monitor the drop/add deadlines for courses. Deadlines for dropping or adding courses typically occurs very early in the session. Dropping a course after the deadline may affect tuition, the student's transcript, or both. Please see the ASU Academic Calendar for deadlines.

At this time, the MAGS degree programs do not offer Teaching or Research Assistant positions.

Creating the Plan of Study (IPOS)

Each student should review the course offerings in the MAGS program in relationship to their schedule and their plan for completing the degree. Students are required to file and maintain an Interactive Plan of Study (IPOS) with the ASU Graduate College. The IPOS is accessed through the student's MyASU, under the "My Programs" section. The IPOS serves as an agreement between the student, the academic unit, and the Graduate College to verify the type, quality, and acceptability of the coursework and culminating experience required for the degree. An approved IPOS is also a requirement for enrolling in the Capstone and graduation. Students should complete the IPOS not later than the completion of 15 credit hours (5 classes at 3 credits/class) within the program.

A list of projected course offerings can be found on the program's website for planning purposes: https://spgs.clas.asu.edu/graduate-degrees/gsc-resources. The academic advisor will assist with any questions regarding the submission of the IPOS.

While the formal IPOS does not need to be completed until the student is midway through the program, a student may want to plan for future semesters. A student can review the dates of the Fall, Spring, and Summer sessions which can be found on the ASU Academic Calendar: https://students.asu.edu/academic-calendar. There are 2 sessions in each semester, known as "A

session" and "B session." Courses during fall and spring sessions are each 7.5 weeks long. The two summer sessions are 6 weeks long. The same amount of material is covered in a summer course as in fall course, and summer courses are also 3 credits each.

To complete the IPOS (step-by-step instructions also available on program website and Canvas site):
        -Access the IPOS link via the MyASU page, "My Programs" section
        -Select the anticipated graduation term
        -The core course is GSC 501
        -The elective courses can be any GSC 3-credit course including GSC 598 courses
(Cybersecurity concentration students must include the four required courses on the IPOS in the "Concentration" section)
        -The culminating experience is GSC 550: Capstone
        -Daniel Rothenberg and Jeffrey Kubiak are the faculty committee co-chairs
        -Leah Legg is the staff advisor and will pre-poulate.

All courses for either MAGS program should be within the "GSC" course prefix. Any course outside of the "GSC" prefix must be pre-approved by the faculty director to be used on the IPOS.

For additional assistance, please contact the program advisor.

The Capstone (GSC 550)

The Capstone course is the required culminating experience in both of the MAGS programs. The Capstone course will be offered in C session (full semester) starting spring 2023. This course should be taken in the last semester of the program unless approved otherwise. The Capstone course allows students to explore a contemporary research area or question of interest, applying the multitude of analytical tools to which were presented during the program. Final written products will be developed individually or in a small group based on consultation with Capstone faculty. The Capstone faculty committee is Daniel Rothenberg and Jeff Kubiak as co-chairs. These faculty supervise the Capstone course for all students. Students are additionally assigned an individual faculty advisor who will supervise their project. While students may want to think about the Capstone project in advance of enrolling in the course, no advance work is presumed.

Once a student has an approved IPOS, the student must request permission to enroll in the Capstone course when enrolling in the final semester. Students should email the advisor when registering for the final semester to request enrollment in the Capstone course.

GPA requirement

A student enrolled in either of the MAGS programs is required to maintain a cumulative grade point average (GPA) of at least 3.0. If the cumulative or semester GPA falls below 3.0, the student is placed on academic probation for one semester. The goal of this designation is for the student and the program directors to work with the student to improve performance. A student who is unable to achieve the required GPA may be subjected to dismissal following a request by the program director to the Dean of the ASU Graduate College. Cumulative, Graduate, and IPOS GPA must be at a 3.0 minimum to meet graduation requirements.

Transfer/Pre-Admission courses

The MAGS programs may accept up to 9 transfer credits for prior graduate-level training with grades of "B" or above, completed within the last three years, and not used for a previously completed degree. Requests will be reviewed on a case-by-case basis. Students should contact the advisor for information on how to request a transfer credit evaluation. Please also see the ASU Graduate College policy handbook for more information.

Incomplete grades

A graduate student should avoid taking a grade of "I" (Incomplete) for any course. The student may be allowed any duration of time up to one year to complete the incomplete work and receive an official grade. The length of time for the extension is determined by the course instructor. If the "I" grade is not replaced with a final grade within one year of the official end of the course, it will permanently become an Incomplete grade. It is the student's responsibility to adhere to the deadlines provided by the instructor, to complete necessary paperwork, and to monitor the status of the grade change when the work has been submitted.

Satisfactory academic progress

A graduate student is expected to make steady progress towards completion of their degree. This involves meeting the standards and deadlines of the ASU Graduate College as well the requirements established by the School of Politics and Global Studies.

A student's progress through the MA in Global Security programs is assessed at the end of each semester. The standard for satisfactory progress is completion of all course requirements with an overall graduate GPA maintained of at least a 3.0, no more than 2 Incompletes in a one-year period, and the student is on track to complete the Capstone requirement within the six year time limit for the completion of the MA.

If, in the progress review, the faculty determines any deficiency in a student's progress or performance, notification will be sent to the student, which will outline a required course of action. These requirements might include completing Incompletes (see Incomplete Polices), raising the GPA, or beginning the Capstone. If the student does not comply with the requirements, the student may be recommended for dismissal to the Graduate College. Only the Vice Provost for the Graduate College or their designee can dismiss a student from their graduate program. This dismissal may be appealed if done within 10 days of when the recommendation for dismissal has occurred. A student may also voluntarily withdraw at this point to avoid having a dismissal on their records. The full description of ASU Graduate College rules and procedures for dismissals can be found in the Graduate College Policies and Procedures manual. https://graduate.asu.edu/current-students/policies-forms-and-deadlines/policy-manuals

A student can be placed on probation for a variety of reasons including; failure to maintain an IPOS; allowing the cumulative or semester GPA to fall below 3.0; having more than two Incomplete ("I") grades within a 12-month period; or failure to meet degree program requirements and deadlines.

A student should take being placed on probation as a strong warning that continuing status in the program is in jeopardy unless corrective action is taken. A student can be placed on probation by the Director(s) of the graduate programs. The student may appeal this action is writing to the Director

of SPGS within 10 days of the written notification. Appeals should be based on unusual circumstances, hardships, or error in the student's record. Any supporting documents from the student's professors should be included.

The student will be removed from probation when the conditions of the probation have been satisfied by the stated deadlines. The student will then be considered in good standing. Failure to satisfy a condition by the deadline will result in the actions specified in the original probationary letter. If the latter actions are pursued, the student will be notified in writing by the Director of SPGS and/or the MAGS program and will have 10 days to appeal the decision in writing. The student will be notified in writing of the final decision. Upon recommendation from the Program Director, the Director of SPGS, the ASU Graduate College can withdraw a student who is not progressing satisfactorily.

A graduate student who has been withdrawn from a graduate program at ASU due to lack of satisfactory academic progress is eligible to apply for admission to the same program after one year from the term of the withdrawal.

Academic grievances

Students who have a grade dispute or other academic grievance should first address the concern with the relevant faculty instructor. If the dispute or appeal is not resolved with the instructor, the student may appeal to the faculty program chair/director per the University Policy for Student Appeal Procedures on Grades. https://catalog.asu.edu/appeal. General grievances can be routed to the academic advisor or program faculty directors.

4+1 accelerated degree program

Undergraduate online students in SPGS may be considered for admission into a 4+1 accelerated degree program if they meet certain academic requirements, submit an internal application packet by the designated deadline and are accepted into the program by the graduate faculty. The 4+1 degree program allows highly qualified undergraduates to share credits between the undergraduate and graduate program, and allows for students to complete both programs in five years total. Interested students should consult with the undergraduate SPGS advisor and the MAGS Graduate Coordinator if interested in this program no later than the Junior year, and follow the guidance for applications on the SPGS website.

https://spgs.asu.edu/degrees/graduate/4-1-accelerated/MAGS

Withdrawals

Students should consult the ASU Academic Calendar for add/withdrawal deadlines for each session. Withdrawing from a course after the deadlines can affect a student's transcript, tuition charges, financial aid, etc.

Students experiencing a significant life event that prevents continuing in coursework, a Medical/Compassionate withdrawal may be requested through The College. https://thecollege.asu.edu/resources/medical-withdrawal. Please contact The College of Liberal Arts and Sciences to submit a Medical/Compassionate withdrawal request or for more information.

Time-To-Degree

A student may work towards completing the degree at their own pace. However, according to ASU policies, the maximum time to complete an MA is six consecutive years of continuous enrollment. The six years begins with the semester and year of admission to the program, and does not include approved leaves of absences or approved military leaves. Graduate students must remain continuously enrolled in at least one graduate credit hour in fall and spring semesters from the start of a program to degree completion unless on an approved leave of absence. Students are strongly discouraged from taking more than two courses in any one session, meaning that no more than four courses should be taken any given fall, spring, or summer term.

Graduation

To graduate from the MAGS program, a student must successfully complete all program requirements. Once a student has reached the semester of intended graduation, the student must follow the graduation deadlines and procedures outlined by the ASU Graduate College which can be found at: https://graduate.asu.edu/completing-your-degree

Graduation requires a graduation application, all course requirements completed, degree requirements met, final grades posted for all courses, all three GPAs at 3.0 or higher, the Capstone course must be passed with a "B" or better, and the IPOS must be approved and current.

Each student should review the IPOS at the beginning of the last academic term and check for IPOS accuracy. The IPOS should reflect all courses taken that are required as part of the degree's requirements.

Students must apply for graduation and pay the graduation fee in the semester they wish to graduate. Applying to graduate can take place prior to the final semester as well for an upcoming term. From My ASU page, select the "Graduation" tab from "My Programs" and follow the online instructions. If application for graduation is made after the deadline, the student will be assessed a late fee.

Graduation application deadlines:
<u>Fall:</u> October 1   <u>Spring:</u> February 15   <u>Summer:</u> June 15

Students may opt to participate in graduation ceremonies through the ASU Ceremonies office. An official RSVP must be submitted to participate in ceremonies. Official graduation ceremonies typically take place in fall and spring semesters; there are no summer ceremonies. Students graduating in the summer may opt to participate in spring or fall ceremonies, however, a degree completed in the summer will not be conferred until all program requirements are met.

Summer degree conferral takes place at the conclusion of the summer session. Degrees are conferred at the end of the session, regardless of whether the student has completed a summer "B" session course.

Please see Academic Calendar for degree conferral dates for each semester, and the MyASU "Graduation" tab for information on ceremonies.

Professional Conduct

Students in the MA in Global Security programs are expected to uphold professional responsibilities of the field, and are therefore evaluated with regard to professional responsibilities and behaviors described below. The rubric below shows the required elements in each of three areas of professional responsibility. Students are expected to perform at the "Emerging" level, and to be making progress toward the "Applying" level. Over time, growth in these areas is expected. Performance at the "Unsatisfactory" level may lead to academic probation as well as a reduced grade in a class. Egregious violations may result in a recommendation to the Graduate College that the student be dismissed from the degree program.

	Unsatisfactory	Emerging	Applying
Relationships with others in ASU classrooms, schools and the profession (instructors, school/university leaders, colleagues, etc.).	Exhibits negative, divisive or self-serving behaviors in relationships with colleagues. Addresses concerns inappropriately, or uses disrespectful language or inappropriate emotions.	Maintains cordial relationships with colleagues using appropriate means and respectful language when addressing issues of concern.	Relationships with colleagues are characterized by collaboration and cooperation. Presumes positive intent when addressing issues of concern, and demonstrates willingness to learn from others.
Fulfilling Professional Responsibilities	Violates the rules, policies or procedures established by SPGS, the university, and/or the law.	Requires some guidance regarding the rules, policies and procedures established by SPGS, the university, and/or the law.	Acquires knowledge and adheres to the rules, policies and procedures established by SPGS, the university, and/or the law.
Content Knowledge and Continued Professional Growth	Engages in few or no professional development activities to enhance knowledge or skill; does not apply new skills. Fails to recognize or respond to feedback indicating the need for continued professional growth.	Participates in professional activities to a limited extent or when they are convenient; application of new skills may be attempted but may not be consistent. Responds to feedback indicating the need for professional growth.	Participates in opportunities for professional development and consistently applies new skills. Seeks feedback and actively works to improve skills by participating in professional development.

Academic Dishonesty

https://graduate.asu.edu/current-students/policies-forms-and-deadlines/academic-integrity

https://provost.asu.edu/academic-integrity

<u>Student Obligations</u>

Each student must act with honesty and integrity and must respect the rights of others in carrying out all academic assignments. Students are responsible for knowing and abiding by the ASU Student Code of Conduct (https://eoss.asu.edu/dos/srr/codeofconduct) and Academic Integrity Policy (https://provost.asu.edu/academic-integrity), a portion of which is included below. Policies on academic dishonesty are applicable not only to the student's own academic work but also in work that they perform for others (i.e. in carrying out their responsibilities as a TA or RA). A student may be found to have engaged in academic dishonesty if he or she:

    A. Engages in any form of academic deceit, including submitting work completed for one class, for credit in a subsequent class, without authorization;

    B. Refers to materials or sources or uses devices (e.g., computer disks, audio recorders, camera phones, text messages, crib sheets, calculators, solution manuals, materials from previous classes, or commercial research services) not authorized by the instructor for use during the Academic Evaluation or assignment;

    C. Possesses, reviews, buys, sells, obtains, or uses, without appropriate authorization, any materials intended to be used for an Academic Evaluation or assignment in advance of its administration;

    D. Acts as a substitute for another person in any Academic Evaluation or assignment;

    E. Uses a substitute in any Academic Evaluation or assignment;

    F. Depends on the aid of others, including other students or tutors, in connection with any Academic Evaluation or assignment to the extent that the work is not representative of the student's abilities.

    G. Provides inappropriate aid to another person in connection with any Academic Evaluation or assignment, including the unauthorized use of camera phones, text messages, photocopies, notes or other means to copy or photograph materials to be used or intended for Academic Evaluation;

    H. Engages in Plagiarism;

    I. Uses materials from the Internet or any other source without full and appropriate attribution;

    J. Permits his or her work to be submitted by another person in connection with any Academic Evaluation or assignment, without authorization;

    K. Claims credit for or submits work done by another;

    L. Signs an attendance sheet for another student, allows another student to sign on the student's behalf, or otherwise participates in gaining credit for attendance for oneself or another without actually attending;

    M. Falsifying or misrepresenting hours or activities in relationship to an internship, externship, field experience, clinical activity or similar activity; or

    N. Attempts to influence or change any Academic Evaluation, assignment, or academic record for reasons having no relevance to academic achievement.

<u>II. Allegations of Academic Dishonesty</u>

These procedures are designed to encourage a fair and appropriate response to allegations of academic dishonesty. They may be modified in individual cases, so long as the student is provided an opportunity to respond to allegations of academic dishonesty within a reasonable time after those allegations have been made. Allegations regarding an international student will be brought to the attention of the International Student Office. An Advisor may accompany the student at any point in the process. The Advisor will not be permitted to participate directly or speak for the student but may be present during meetings and hearings.

A. Complaint.
    1. Anyone with a good faith basis for believing that a student has violated this policy may report the alleged violation to the responsible instructor, chair, dean, director or designee. The person who pursues the allegation is called the "Initiator" in this policy. If for any reason, an Initiator is unable or unwilling to continue in that role, another university representative may continue as Initiator.
    2. An individual who has received an allegation may decide not to initiate a complaint. This decision will not prevent another person from becoming the Initiator.

B. Response to Complaint.
    1. An instructor who believes that a student has violated this policy in a class for which the instructor is responsible may assign any of the following sanctions:
        a. a reduced grade for an assignment, or
        b. a reduced grade for the course.
    2. If the instructor wants to recommend another sanction set forth in Section IV, including an XE grade, the instructor must forward that recommendation for review by the College/School Board and approval by the Dean, Director or designee. The student and the instructor will be provided with an opportunity to provide information to the College/School Board as part of its review.
    3. At any time, the student and the Initiator may propose a resolution, but the Dean, Director or designee may choose to pursue the case on behalf of the University.
    4. Information regarding the allegation or resolution may be provided to appropriate university representatives.
    5. If the Initiator and the student are unable to agree on resolution, then the student, the Initiator, or a representative of the Dean or Director may submit the matter to the Dean, Director or designee of the College/School in which the alleged dishonesty occurred for review by the College/School Board.
    6. After a formal request for review has been filed, the student may remain in class or in the program until the appeal has been resolved. The student will not be given a refund, however, if the student is not successful in the appeal and the decision is made to remove the student from the class, program or university.
    7. If the matter is not submitted by the student to the Dean, Director or designee for review within 10 days following the time the student is accused of academic dishonesty, the decision or recommendation of the instructor becomes final. If the instructor has submitted a request for an XE or any other sanction to the Dean, Director or designee, and the student has not requested review within 10 days of receiving notice of this request, the Dean, Director, or designee may enter a decision on the request. Only if the decision includes suspension or expulsion from the university will the student be able to request further review.

Please refer to the Student Academic Integrity Policy at https://provost.asu.edu/academic-integrity/policy for information on the following portions of the policy:

- III.   *REVIEW BY COLLEGE/SCHOOL BOARD*
- IV.   *SANCTIONS*
- V.   *GUIDELINES FOR REVIEW OF A DECISION OF SUSPENSION OR EXPULSION*
- VI.   *PROCEDURES FOLLOWING FINAL DECISION*
- VII.   *OTHER UNIVERSITY POLICIES*
- VIII.   *DEFINITIONS*