



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

Graduate Student Handbook

Effective August 2019

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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 programs.

The handbook serves as an initial resource to provide guidance and answer questions. Students are also encouraged to consult with the program directors, staff 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](#). 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
School of Politics and Global Studies
jjkubiak@asu.edu

Professor Daniel Rothenberg
School of Politics and Global Studies
daniel.rothenberg@asu.edu

Leah Legg, MAGS Program Coordinator
School of Politics and Global Studies
Leah.Legg@asu.edu

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 programs Graduate Student Handbook, the ASU Academic Catalog and 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 their ASU email to another preferred account but are still responsible for frequently checking their official ASU email account for correspondence. Instructions on how to forward email can be found on the ASU Service Center tab via the MyASU page.

Information is provided to students via MyASU (<http://my.asu.edu>) and students should frequently check the 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 and applied project 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 403: 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. You 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 you need assistance outside of business hours, please call EMPACT's 24-Hour ASU-dedicated Crisis Line: 480-921-1006.

If you are concerned about a student/Counseling services

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. You may call any [ASU Counseling Services location](#) and ask to speak to a counselor who will help you decide what options are available. 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 for you at <https://sexualviolenceprevention.asu.edu>.

University Resources

ASU Counseling Services: <https://eoss.asu.edu/counseling>

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/>

Veteran, Military and Active Duty students:

Pat Tillman Veteran Center: <https://veterans.asu.edu/>

ASU Online Military Resources:

Website: <https://asuonline.asu.edu/admission/military/>

Email: militaryonline@asu.edu

Phone: 480-884-0415

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 College). 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 program 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, and official transcripts.

International applicants require proof of English proficiency. <https://students.asu.edu/graduate>

Provisionally admitted students must fulfill additional requirements within a specified amount of time to remain in the degree program. Information on provisions can be found on the welcome letter on the MyASU page upon admission. If provisions are not met within the specified time period, the student will be dismissed by the ASU Graduate College.

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 program has two required courses. The first being GSC 501: War, Conflict and Security which provides an overview of key interdisciplinary approaches to conflict and international security. Students should take GSC 501 in the early stages in the program, preferably the first semester.

The second required class is GSC 550 Capstone, which is an individually structured class which represents a culminating experience within the program. A student should take 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. Please consult with the academic advisor on 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. This 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 successfully completed to earn the concentration degree. The remaining four courses may be any four electives within the “GSC” prefix. Students are not required to be in the Cybersecurity concentration to enroll in the cybersecurity courses; all four courses are open to all students in either program.

Students that are interested in the Cybersecurity concentration should officially apply to or transfer to the program. Only one program change per graduate career is allowed.

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) – The course reviews significant post-WWII global trends as a means of understanding security issues in an interdisciplinary manner linking political, economic, cultural and structural shifts. The class reviews the impact and meaning of decolonization, modernization, democratization and international development as policies and mechanisms of understanding political change. It also reviews key demographic shifts (by place, age distribution, etc.), gender and evolving questions of identity and power.

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 during all phases of graduate education. Summer enrollment is optional. Students pursuing 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” 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 semester, with the recommendation to enroll in 1-2 courses per session. Nine or more credits in a semester (between A and B sessions) is considered full-time graduate enrollment.

A student planning to discontinue enrollment for a semester or more must submit a *Request to Maintain Continuous Enrollment: Master's and Certificate* at: [Graduate College Policies and Procedures](#). (“Registration and Enrollment” tab) or via the student’s IPOS. The request must be endorsed by the Director of the program and the Director of SPGS and must be approved by Vice Provost for Graduate Education. This request must be filed and approved before the anticipated semester of non-enrollment. Students considering this request should research how this may impact financial aid or other benefits. Students may request non-enrollment 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. Students requesting military leave should contact the academic advisor for appropriate forms.

If the student fails to enroll for a Fall or Spring semester without an approved *Request to Maintain Continuous Enrollment* or other 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 each 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 withdraw from the program can be found here: <https://students.asu.edu/graduate/canceladmission>

Creating the Plan of Study (iPOS)

Each student should review the course offerings in the MAGS programs in relationship to their schedule and to their plan for completing the degree. The student is required to file and maintain an online Plan of Study (iPOS) with the ASU Graduate College. The iPOS is accessed through the student's MyASU, under the "My Programs and Degrees" 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. The iPOS is extremely useful for student and program planning. Students should complete the iPOS as soon as possible but not later than when the student has completed 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>. If a student requires additional help or has other questions regarding the iPOS, they can contact the MAGS Program Coordinator, Leah Legg, for assistance.

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. To do this, a student should 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 both the Fall and Spring semesters of each academic year, known as the "A session" and the "B session." Courses during these sessions are each 7.5 weeks long. There are also 2 summer sessions, also "A" and "B" with classes that are 6 weeks long.

To complete the iPOS:

- 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 (Cybersecurity concentration students must include the four required courses on the iPOS)
- The culminating experience is the Capstone
- Daniel Rothenberg and Jeffrey Kubiak are the committee co-chairs
- Leah Legg is the staff advisor

For additional assistance, please contact Leah Legg at leah.legg@asu.edu

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 B session during the Fall and Spring terms, and in the C session during the Summer term. 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. While students may want to think about the Capstone project in advance of enrolling in the course, no advance work is presumed by the GSC 550 syllabus.

Once a student has an approved IPOS, the student must request permission to enroll in the Capstone course. Students should email the Program Coordinator, Leah Legg, 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 a student cumulative or semester GPA falls below 3.0, the student is placed on academic probation for one semester. The goal of this status 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 3.0.

Transfer/Pre-Admission courses

The MAGS program 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. Specific situations may be reviewed on a case-by-case basis. Students should contact the Program Coordinator, Leah Legg, for information on how to request a transfer credit evaluation. Please see the ASU College policy 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 automatically become an “E” (failing) grade.

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 Policies), 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 at: http://graduate.asu.edu/faculty_staff/policies.

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 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 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 only after one year from the term of the withdrawal.

Academic grievance and grade appeals

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.

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. The six years begins with the semester and year of admission to the program. 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. 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 programs, 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/current-students/completing-your-degree>

Each student should review the iPOS against their current ASU transcript continually, and at the beginning of the last academic term. Any changes necessary to make the iPOS match the official transcript should be done through the iPOS link in MyASU (<http://my.asu.edu>).

Students must apply for graduation and pay the graduation fee. 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.
<https://students.asu.edu/graduation>

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 take place in fall and spring semesters. Students graduating in the summer may opt to participate in spring or fall ceremonies, however, the degree will not be conferred until all program requirements are met. Please see the MyASU page, “Graduation” tab for information on ceremonies.