



CENTRAL EUROPEAN UNIVERSITY

DEPARTMENT OF INTERNATIONAL RELATIONS

MA HANDBOOK (2 YEARS PROGRAM)

ACADEMIC YEAR 2019/20

Welcome

The Master of Arts in International Relations is a full-time MA program that prepares students for careers in academia, government, international organizations, NGOs, journalism, think tanks or private business. Its ethos may be summarized as “big picture/close focus.” The program provides students with an overview of the field of International Relations—its “big picture”—understood as an interdisciplinary inquiry into the question of just what makes up the global political order. Because the global political order is made up by a multiplicity of historically shaped, socially diverse, and unevenly developed entities and practices, our program also provides a “close focus” of each element of the order, which deserves its own particular attention. Both dispositions are supported by a faculty with diverse educational backgrounds and a multicultural student body drawn from over 20 countries, representing all regions of the world.

Interdisciplinarity is built into the very structure of the program, which is subdivided into three areas: International Relations Theory and International Law, International Political Economy and Development, and International Political Sociology and History (these areas are clearly defined as ‘tracks’ in the 1-year MA Handbook). Students are expected to take courses from all areas before specializing in the one that leads them towards their final projects, theses.

Last but not least, the program’s big picture/close focus ethos is reflected in the way our faculty members teach their courses: through seminar discussions in classes that, as a rule, do not exceed 20 students, and in which students can apply themselves to a variety of written and oral assignments. This small classroom size, versatile assignment approach, and thoroughly diverse academic environment allows every student to be heard and express themselves to the best of their abilities. Regular feedback from faculty enables collaborative and self-reflective learning. This helps students to refine questions for their final projects, theses, as well as make informed choices over supervision.

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I. BASIC DEPARTMENTAL DATA

Institution Responsible: Central European University

Central European University is a graduate institution in the social sciences, humanities, law and management. It is accredited in both the United States and Hungary, and offers English-language Master's and doctoral programs.

Name of Department: International Relations

Degree to be Awarded: Master of Arts (MA)

A two-years program consists of five teaching and one research term. The MA degree was conferred for the first time in June 1993 and since 2001 the program has been registered with the Board of Regents of the University of the State of New York (US). CEU is accredited in the USA by the Commission on Higher Education of the Middle States Association of Colleges and Schools, in Austria as Central European University Private University. CEU's Hungarian entity, KEE (Közép-európai Egyetem) is accredited by the Hungarian Accreditation Committee to award Hungarian degrees and other academic qualifications such as certificates. Eligible students can also acquire a Postgraduate Specialist Degree in Global Politics accredited in Hungary.

Starting Date: September 2, 2019



II. PROGRESS TOWARD THE DEGREE

Continuous registration and evidence that satisfactory progress is being made toward the degree are required of all candidates for graduate degrees offered by CEU.

Residency requirement: in residence, full time.

MA candidates are expected to reside in Budapest/Vienna at all times during the program. They are expected to continuously participate in the academic life of the university and respond promptly to any communication from the department.

Any exceptions to this must be approved in advance by the Program Director (or the Head of Department).

All CEU students must make satisfactory progress in order to retain financial support (when this applies).

More than a week of unjustified absence, and/or irregular attendance noted by the instructor may result in the loss of a tuition waiver and/or financial aid and/or grade deductions.

PRE-SESSION PERIOD REQUIREMENTS

Although attendance is required, performance during the Pre-session Period is not evaluated.

Credit requirements of the First Year: *28 credits*; students can earn a maximum of 30 credits if they take additional courses in the Spring Term.

Year 1

III. FALL TERM REQUIREMENTS (Year I)

Location: Budapest and Vienna. The term begins in Budapest and then continues in Vienna.

The Fall Term of the first year consists of 12 credits of mandatory-elective courses and 4 credits of elective courses **(16 credits)**.

Students must take the following three **mandatory-elective courses**, one from each area (12 credits):

1. **International Relations Concepts and Theories**, Michael Merlingen, 4 credits
or
Who Rules the World? International Order(s) in Theory and in Practice, Christopher LaRoche, 4 credits
2. **International Political Economy**, Xiang Li, 4 credits
or
Politics of International Money and Finance, Dora Piroska, 4 credits
3. **International Intervention and State-Building**, Xymena Kurowska, 4 credits
or
Knowing, Narrating, (re)Writing International Relations, Erzsebet Strausz, 4 credits

Students are encouraged to make these choices in consultation with instructors and the Program Director as their choices should reflect their particular situations: academic backgrounds, academic interests and academic goals.

Students must take the mandatory course Academic Writing for International Relations. This course is delivered in three mandatory parts: one in the Fall Term, the other in the Spring Term of the First Year, and a final part in the Winter Term of the Second Year. After the completion of the third mandatory part students will earn 2 credits for the course as a whole.

Students must choose one of the **elective courses** from the list below (4 credits):

Elective courses offered in the Fall Term:

Title of the course	Instructor	Credits
Knowing, Narrating, (re)Writing International Relations (if not taken as a mandatory-elective)	Erzsebet Strausz	4
International Relations Concepts and Theories (if not taken as a mandatory-elective)	Michael Merlingen	4
Who Rules the World? International Order(s) in Theory and in Practice (if not taken as a mandatory-elective)	Christopher LaRoche	4
International Political Economy (if not taken as a mandatory-elective)	Xiang Li	4
International Intervention and State-building (if not taken as a mandatory-elective)	Xymena Kurowska	4
Politics of International Money and Finance (if not taken as a mandatory-elective)	Dora Piroska	4
Strategy, Security, and Contemporary Warfare	Paul Roe	4
Foreign Policy Analysis	Erin Jenne	4
International Law in a Turbulent World	Boldizsar Nagy	4
Economic nationalism	Thomas Fetzer	4

Students must complete 16 credits and the first part of the Academic Writing for International Relations course in the Fall Term in order to advance to the Winter Term.

IV. WINTER TERM REQUIREMENTS (Year I)

The Winter Term consists of **12 credits** of elective courses.

Elective courses offered in the Winter Term:

Title of the course	Instructor	Credits
Political Economy of Development	Xiang Li	4
Orders Of Inequality: Race, Class, Gender	Michael Merlingen	4
European Security Policy	Michael Merlingen	4
Critical Security Studies	Paul Roe	4
Nationalism, Populism and Conflict Management in Eastern Europe	Erin Jenne	4
Dark Legacies: Coming to terms with Europe's twentieth century	Thomas Fetzer	4
Organizing the World: international institutions and global governance	Christopher LaRoche	4
The Human Place in World Politics: Psychology, Leadership, Emotion and the 'First Image'	Christopher LaRoche	4
International and European Refugee Policy and Law	Boldizsar Nagy	4
Posthumanist International Politics – Objects, Animals, Ecologies	Xymena Kurowska	4
Borders and Bordering Practices in World Politics	Erzsebet Strausz	4
(Mis)performing World Politics	Erzsebet Strausz	4
The Political Economy of the EU	Laszlo Csaba	4
Illiberal Capitalism	Laszlo Csaba	4
Europe in Crises: Integration under International and Internal Threat	Daniel Izsak	4
Economic Inequality: Interdisciplinary perspectives (university-wide course, IR students have 6 places in it)	Thomas Fetzer	4

Students must complete all 12 credits in the Winter Term in order to advance to the Spring Term.

V. SPRING TERM REQUIREMENTS (Year I)

The Spring Term includes two **mandatory** courses:

- Part 1 of the course on Research Design and Methods in International Relations.
(Completion of this part and of the follow-up one in the Winter Term of the Second Year will earn students 4 credits, which will be added to their credit total when they complete part 2).
- Workshop on writing an MA thesis proposal.
(This is the second part of the three-part mandatory course on Academic Writing for International Relations. Completion of all three parts will earn students 2 credits, which will be added to their credit total when they complete the third part in the Winter Term of the Second Year).

Students may take the following elective course:

Advanced issues in International Political Economy: Development finance in a turbulent global economy, Dora Piroška, 2 credits

Students may also take additional courses from other departments. However, only a maximum of 2 credits earned through such courses may be deducted from their credit requirements for the second year, provided this deduction has been approved in advance by the Program Director.

Students also may take part in an internship which must be discussed in advance with the Program Director.

Students must complete the two mandatory courses in the Spring Term in order to advance to the Second Year.

Year 2

Credit requirements of the Second Year: 22 credits

If students have earned additional credits from other units in the Spring Term of the First Year, they can ask the Program Director to have 2 of these credits deducted from their credit requirements in the Second Year. If they have taken the Advanced Issues in IPE course in the Spring Term of the First Year, these credits would be automatically deducted from the credits requirements in the Second Year.

VI. FALL TERM REQUIREMENTS (Year II)

In the Fall Term of the Second Year, students must complete **12 credits** in order to advance to the Winter Term.

VII. WINTER TERM REQUIREMENTS (Year II)

The Winter Term consists of 2 mandatory courses and 4 credits of elective courses (**10 credits**).

- Students must take the mandatory Part 2 of the course on Research Design and Methods. (By completing both parts of the course, students earn 4 credits in total, which count towards their credit requirements in the winter term).
- Students must take the mandatory workshop on MA thesis chapter writing (this workshop is the third part in the three-part course on Academic Writing for International Relations. By completing all three parts students earn 2 credits in total, which count towards their credit requirements in the winter term).

Departmental Courses offered in the Second Year will be announced during the summer of 2020.

VIII. SPRING TERM: THESIS RESEARCH AND WRITING (Year II)

Under faculty supervision, students will prepare an original research paper (thesis) according to the following six criteria (10 credits):

1. All theses must identify an adequate research topic, which includes a manageable field of research and a number of researchable questions to investigate.
2. Theses should show a good knowledge of the literature in the field; contribute to the study of the field through original research and/or by relating the subject studies to the broader academic literature; and demonstrate analytic ability through the careful and critical use of relevant concepts and approaches.
3. All theses should include footnotes and a full bibliography of sources consulted. A university style sheet is available on preferred methods of footnoting and bibliographic citation at the Academic Writing Center. As specified by the departmental supplement to the thesis writing guidelines, Turabian is the expected style for citation and footnotes.
4. Arguments and information drawn from books and articles consulted should be acknowledged in all cases. Direct or indirect quotations should be clearly indicated through the use of quotation marks (""); repetition of other authors' writing in the text without proper citation is plagiarism and will be penalized (see also "Student Rights, Rules, and Academic Regulations" on CEU website: <http://www.ceu.hu/documents/p-1105-2>).
5. The word limit for the thesis is 10,000 words (+/- 15%) including footnotes but excluding bibliography and annexes; from the beginning of introduction to the end of conclusion. The word count should be indicated on the cover page. Theses that fall outside the range above (12,750 – 17,250) will not be accepted.
6. Students are encouraged to undertake comparative studies. Those who wish to focus on their own country must justify their proposal to their faculty supervisor in terms of its particular analytical interest.

Students can choose supervisors only among IR department faculty members (including visiting professors). Professors from other departments or universities can provide advice and consultations, but the supervisor should always come from the IR department (double supervision is not possible).

Grading:

The thesis will be graded according to the grading scheme of the university. A minimum grade of C+ is required in order to receive the MA degree, subject to having completed all other requirements. The Master's thesis grade counts toward the GPA by its credit number.

IX. THESIS EVALUATION CRITERIA

1. Research question and its embeddedness in, and contribution to, existing scholarly literature (25 %)

Does the thesis have a clearly articulated research question, and is this research question formulated on the basis of a comprehensive review of existing scholarly literature in the relevant field of study? Does the thesis articulate clearly how it seeks to contribute to the existing literature?

2. Research design (15 %)

Does the thesis provide a theoretical/conceptual framework to address the research question, and does it include reflections on why this framework is considered well-suited to address this question? Is the theoretical argument explicit about its assumptions and internally consistent? Does the thesis provide appropriate reflections regarding methods and sources of evidence?

3. Execution of the research design (content dimension – 40 %)

Does the thesis provide the necessary background context to understand the way in which the argument is unfolded? Does the execution of the research reflect analytical skill in the presentation and discussion of the material? Is the analysis based on appropriate evidence? Does the author relate the findings back to the broader conceptual/theoretical issues raised earlier?

4. Execution of the research design (formal dimension – 10 %)

Is the thesis well-structured so that readers can easily follow the flow of argument? Is it well-written? Does it contain formal flaws (e.g. typos, syntax errors)? Is referencing in line with expected standards?

5. Oral defense (10 %)

Submission:

Three spiral-bound hard copies of the thesis and an electronic version (in .doc format as an e-mail attachment to ir_thesis@ceu.edu) should be submitted in person to the Program Coordinator by **2 pm on Friday, 21st of May 2021 (TBC)**. The exact procedure of the thesis submission will be communicated later.

Late submission will result in the downgrading of the thesis. Every two days of delay implies the deduction of one grade (a third of a letter grade). So a thesis worth an A would receive an A- if submitted one to two days late and a B+ if submitted to three to four days late and so on. Therefore the department does accept any work after 2 pm on Friday, June 4, 2020 (TBC) only in case the student(s) applied for thesis deferral. In the latter case the thesis grade cannot be higher than B+.

In exceptional cases, supervisor can recommend a student not to defend his/her thesis. In this case reasons should be listed (e.g. thesis is not ready by established deadlines). Program Director should approve this recommendation. Student can still opt for going to a defense.

Thesis defense:

Students are required to give an oral defense of their thesis in the presence of an MA Defense Committee consisting of the supervisor and the second reader of the thesis. Second readers are nominated by the Department. Defense of the MA thesis is public, and the date is announced by the Department (see the Calendar for dates). In case of students eligible for the Hungarian degree, the Defense Committee will consist of three members, the external member will be invited by the department.

Summary

In order to receive the Master of Arts Degree in International Relations, students must fulfill the following four criteria:

- ✓ Pass the Academic Writing for International Relations course. Pass the Research Design and Methods in IR course with a grade C+ or above.
- ✓ Achieve the required number of credits in the Fall Term (16 credits) and the Winter Term (12 credits) in the first year; achieve the required number of credits in the Fall Term (12 credits) and the Winter Term (10 credits) in the second year in the manner stipulated in the preceding sections;
- ✓ Pass the Masters thesis with a grade of C+ or above (10 credits);
- ✓ Accumulate 60 credits over six consecutive terms as stipulated above with a cumulative Grade Point Average of 2.66 or higher.

The requirements for successful completion of individual courses are outlined in the syllabi posted on the Programs and Courses website: <https://courses.ceu.edu/>. Normally, such requirements include active class participation, short writing assignments, research papers, and/or written examinations.

Please note that no student shall receive his/her degree until all outstanding financial responsibilities are met (e.g. tuition) and the Student Services Leaving form is signed by all appropriate units.

Specializations

X. SPECIALIZATIONS

During second year of their ma degree students might choose to pursue specialization in religious studies or in political thought, regardless of another specialization (security or development) or no specialization.

a) Specialization in Religious Studies

In order for a student from International Relations to receive an SRS Advanced Certificate together with the degree proper, the following requirements need to be fulfilled:

1. Admission to the Department of International Relations

2. Successful attendance of two mandatory courses (4 credits) and obtain 6 further elective credits (from the approved annual list of SRS courses).
3. SRS students must write their thesis on a religion related topic. The student's first or the second supervisor should be a faculty member from the Specialization.
4. Participation in the Annual Specialization Religious Studies Student's Thesis Writing Workshop.
5. Participation in lectures, special seminars, and workshops organized by the Center for Religious Studies is mandatory. Attendance and participation will be considered part of a student's overall performance.

b) Specialization in History of Political Thought

The Specialization in Political Thought engages in the comparative study of political thought from a variety of perspectives, both within and outside the Western canon. Special attention will be given to the historicity of diverse political traditions but also to recurring themes and questions. Learning to recognize political thought, both past and present, as being time- and place-specific will equip students, regardless of their major field of study, with additional analytical and methodological skills grounded in the appreciation of the contextual and intertextual aspects of diverse intellectual traditions. Beyond contextualization the students will learn about comparative methods, addressing topics of political thought from intercultural and diachronic perspectives.

Students participating in this specialization will receive a Certificate in Political Thought in addition to their MA degrees.

In order to receive the Advanced Certificate in Political Thought (ACPT) together with the degree proper, the following requirements need to be fulfilled:

Requirements:

1. Admission to the Department of International Relations.
2. Based on the required 40 credits to obtain the MA degree, ACPT students must take 4 mandatory credits and obtain 8 further elective credits from the approved annual list of ACPT courses.
3. ACPT students must write their thesis on a topic related to Political Thought. The student's first or second supervisor must be a faculty member participating in the ACPT.
4. Participation in lectures, special seminars, and workshops organized at CEU by the ACPT is required. Attendance and participation will be considered part of the student's overall performance.

Important policies and regulations

XI. POLICIES AND REGULATIONS

Course Registration Policy

For the Academic Year 2019-20, new CEU-wide ruled for course registration are introduced. These can be found in Annex 1.

Absence Policy

The department`s policy on attendance is outlined by the Attendance Guidelines for IR students:

1. Attendance at classes and other compulsory elements of a course (simulation, on the spot visit etc.) is obligatory. Exceptionally, absences are justified only in the circumstances described below under points 2 and 3.
2. In case of illness, absences are justified if supported by appropriate medical documentation, to be submitted to the Coordinator.
3. Absences unrelated to medical reasons are justified only if approved by the course instructor who also determines if and how the absence is to be compensated for (e.g by extra assignments). The maximum number of such absences may exceed two per course only if approved by the head of department.
4. Absences not covered by points 2 and 3 are unjustified absences, and they are sanctioned as follows:
 - a. Unjustified absence may lead to a deduction from the overall grade for the course, each unjustifiedly missed class entitling the instructor to deduct one third of a grade point (e.g. from A- to B+)
 - b. In accordance with paragraph 6.2. of the CEU's Handbook on Student Rights, Rules, and Academic Regulations „More than a week of unjustified absence – meaning absence without notice, or absence without approval – noted by an instructor and the department or program head, may result in the immediate suspension of financial aid. The decision is made by the department or program head. Normal courses of appeal are applicable to this case as well.”
 - c. Unjustified absences amounting to 30% or more of the classes and other obligatory events leads to the dismissal from the Masters program.
5. The total number of justified and unjustified absences must not exceed one third of all the classes.
6. Students register their attendance in class lists circulated by the instructor at the beginning of each class. On request, these registers are accessible to students.

3. SYSTEM OF COURSEWORK GRADING

The Department of International Relations uses the CEU system of letter grades and grade points for evaluating students' work, including the thesis, as shown in the table of the Student Records Manual.

The minimum passing grade for a mandatory or an elective course is C+ (worth 2.33).

Failure to drop a course while not attending will result in the assignment of an "AF" (Administrative Failure) grade for the course. This grade earns no credits and affects the GPA with 0.00 points.

Unless otherwise specified in the course's syllabus, late submission of written assignments will result in downgrading by one grade for every second day late (i.e. if students submit their assignments one or two days late, their assignments will be downgraded by one third of a letter grade, for example from a B+ to a B; if the assignment is submitted on the third or fourth day it will be downgraded by two thirds of a letter grade, for example from a B+ to a B-, etc.).

4. PLAGIARISM AND ACADEMIC DISHONESTY

What is Plagiarism?

Plagiarism is a form of academic misconduct. It is a practice that involves taking and using another person's work and claiming it, directly or indirectly, as one's own. Plagiarism occurs both when the words of another are reproduced without acknowledgment and when the ideas or arguments of another are paraphrased in such a way as to lead the reader to believe that they originated with the writer

CEU's Code of Ethics also recognizes as academic dishonesty the submission of work previously submitted for credit to another course without the permission of the lecturer; and the submission of theses or dissertations that have been previously submitted to a university or program in any language. Such submissions will be treated in a similar way to plagiarism and be subject to the procedures and measures outlined in this Policy.

What are the responsibilities of students?

- to ensure that work submitted for purposes of assessment is their own;
- to ensure that the words and arguments of others are appropriately cited and referenced using an accepted referencing system; and
- to ascertain if academic units allow the submission of work that has been previously submitted in whole or in part and, where it is allowed, to gain permission from the relevant faculty member prior to submission.

By enrolling at CEU students agree to the submission of their work to the plagiarism service used by CEU. Further, they agree to the following:

- the transfer of written assignments submitted for assessment at CEU, and data relating to this work, to third parties for the purpose of present and future for originality checking;
- the processing of such work and related data for the purposes of originality checking and the provision of information to CEU relating to this work;
- the future use and storage of this material in the database of the originality checking service.

The above will be carried out only for the purposes of originality checking, and will involve:

1. comparison with other works, published or unpublished, either on the internet or other electronic form;
2. comparison with works previously submitted by students for assessment and maintained on the databases of the third party supplier of originality checking services;
3. adding work submitted by students to the relevant databases used for originality checking by the third party supplier

Please consult the CEU Code of Ethics policy document on academic dishonesty at

<http://documents.ceu.edu/documents/p-1405-1>

For further information concerning plagiarism and how to avoid it, see the Center for Academic

Writing's web page <http://caw.ceu.hu/node/1804>

5. RETAKE

Students failing a course have the right to one retake examination. If in the course assessment there was no examination component, the retake examination can be substituted by substantial written piece of work.

A satisfactory retake assessment (based on examination or written piece of work) means the demonstration of a passing performance. The maximum grade allocated in a retake assessment is "RP", (worth 2.33 points). A fail in the retake assessment of a compulsory course leads to the automatic termination of the enrollment. A student failing the retake assessment in an elective subject will not be allocated the course's credit numbers and the impact on the GPA will be 0.00 points.

For any course only one retake assessment is allowed. Students must communicate their request for a retake at latest within 5 days after the final grade was posted in the University's Information System.

6. EXEMPTION FROM EXAMINATION

Upon a formal written request from the student, the Head of Department may exceptionally grant temporary exemption from taking examinations on the fixed date. Any student request to be excused from taking an examination may be granted in cases of: a) illness, b) family emergency, c) religious reasons. In each of the above cases the student alone will be responsible for providing adequate

documentation in advance for the legitimacy of the request to be properly considered. Any student who has been excused from an examination shall take a special examination at a later date, at the discretion of the Head of Department.

7. THESIS DEFERRAL

Students may submit a petition requesting deferral to the Head of Department with the support letter of the thesis supervisor, and send a copy to the department coordinator. The petition should outline the reasons for deferral and the student should provide supporting documentation. Any student may be granted deferral in cases such as illness or family emergency. In each of the above cases the student alone will be responsible for providing adequate documentation for the legitimacy of the request to be properly considered.

In just cases, students should inform the Head of Department at the earliest opportunity, as soon as the adverse circumstances become known, but no later than ten days prior to the thesis submission deadline.

In case of deferral dates of submission are: December 1 and June 1, and the maximum grade awarded for the thesis is B+. The same late submission rules apply for deferred theses.

No deferred theses can be submitted after June 12, 2023.

The submitted thesis will be evaluated within 30 days of the deadline.

8. APPEALS

The Department considers appeals under exceptional circumstances if the appeal is reasonable.

Before filing an appeal the student is required to discuss the complaint with the instructor conducting the course. Appeals must be made in writing at latest within 3 days after the final grade submission deadline posted in the University's Calendar. The Head of Department will refer the written appeal to the consideration of the Appeals Committee which comprises three faculty members.

9. ACCEPTANCE

By matriculating in the International Relations Department students have agreed to abide by the general rules and procedures of the Central European University.

XII. COURSE MANAGEMENT ARRANGEMENTS

1. CEU ORGANIZATIONAL STRUCTURE

CEU is governed by an international Board of Trustees. All academic policy is governed by the CEU Senate, while all executive decisions are the responsibility of the CEU Rector and President. For additional information on the governance of the Central European University, please consult the Rectorate or the CEU website:

<http://www.ceu.hu/about/organization/governance>

2. INTERNATIONAL RELATIONS

The Department of International Relations is run by a Department Committee of full-time departmental faculty in residence, chaired by the Head of Department. The Committee oversees routine academic and administrative business pertinent to the management of the department and normally meets monthly.

Where appropriate, the Committee invites the student Representatives to attend Committee meetings. The need for a student presence at Committee meetings is determined by the Head of Department.

3. STUDENT REPRESENTATION

a) At the University Level

Students are represented at the University level via a student council, a student dormitory council, and three student representatives to the CEU Senate.

A student council exists to provide student feedback and input to the University's Central Administration on academic and non-academic issues. It usually consists of two student representatives per department or program, and it elects three student representatives to the Senate. The student representatives to the Senate represent all students and report on issues of general student concern. Further info: <http://studentunion.ceu.hu/about-us>

A separate student dormitory council is elected to provide student input and feedback to the central administration on student dormitory issues.

b) At the Department Level

Students are informed of any important decisions affecting particular courses, students' work, or the department in general. Such information is provided by one or more of the following methods: notices posted on the department notice board; notices delivered to each student; or notices placed in students' pigeonholes or electronically. Either the Head of Department or the student representative may call plenary meetings.

c) Course Evaluations

Central European University uses an online system, CoursEval, for course and teacher evaluations. Students are asked to evaluate their courses at the end of each term through a survey of 14 questions. The CoursEval system is entirely independent of all other university systems. It is managed solely by the Institutional Research Office at the Office of the Provost. All surveys are anonymous; neither the numeric nor the text answers can be linked to the individual respondents in any way. Faculty members receive a report on their evaluations after they have uploaded all the grades to Infosys, they do not have access to the names of individual students. CoursEval student evaluations serve as a major source of feedback for both teachers and Departments, and are integral components of curriculum development at the University and individual programs. CoursEval reports are thoroughly studied by the departments and the Office of the Provost in order to respond to student needs and observations effectively. Students are also entitled to give feedback on the process of their thesis supervision. Masters students can evaluate their supervision process after submitting their thesis. Doctoral students are asked to evaluate their supervision process annually until the time of dissertation defense. Supervision evaluations are also anonymous, and access to the evaluation reports is strictly monitored to ensure confidentiality. If you have any questions about CoursEval do not hesitate to contact Anna Galacz at the Institutional Research Office (galacza@ceu.edu)

Students are kept informed by the Student Representatives or by staff of any actions arising from the course evaluations. Additionally, staff welcome informal feedback at any time during the course of study.

d) Advice and Guidance

Should students have concerns about a course and do not feel able to approach the relevant member of staff, they should approach the Head of Department or, if appropriate, the Department or Program Coordinators, who will mediate on their behalf. For personal problems, students should approach whichever member of staff they feel most comfortable with (including those from other departments, programs, or university services). Alternatively, students may approach the Director of Student Services, officers at the Student Life Office or the Student Counseling Service. All staff shall deal with the personal concerns of students in the strictest confidence.

FAQ

XIII. FREQUENTLY ASKED QUESTIONS

CAN I TAKE COURSES FROM OTHER DEPARTMENTS?

You may take courses for four credits from another department (one four-credit course or two two-credit courses) during the academic year, without permission of the Program Director. In addition, you might take up to an additional 4 credits without permission from the Political Science Department and School of Public Policy. In case you want to take any course beyond this limit, please consult with the instructor of the course you want to take and in case there is a mutual agreement, send your request to Michael Merlingen and CC Zlata Kharitonova.

Note: Cross-listed courses do not count towards this limit.



I AM NOT SURE WHAT COURSES I SHOULD TAKE. WHO CAN I TALK TO?

It is compulsory to attend all the introductory classes during the zero week where you have a chance to get an overview of the courses, to talk to the professors and to ask specific questions related to the course, its structure and assignments.

In addition, you are advised to discuss your course selection with any of the IR faculty members. Always try to arrange a meeting in advance and schedule it via email.

WHERE CAN I GET A TRANSCRIPT OF MY GRADES?

For an official copy, please turn to Student Records Office Nador 11, Room 304 or email registry@ceu.edu

WHERE SHOULD I SUBMIT MY MISSING DOCUMENTS ON FROM MY PREVIOUS EDUCATIONAL INSTITUTIONS?

Student Records Office, Nador 11, Room 304.

HOW MANY CLASSES CAN I MISS?

The department's policy on attendance is outlined by the Attendance Guidelines for IR students (p.18)

XIV. FACULTY BIOGRAPHIES

RESIDENT FACULTY

ALEXANDER ASTROV, ASSOCIATE PROFESSOR, HEAD OF DEPARTMENT (ESTONIA)

Alexander Astrov received his PhD from The department of International Relations at the London School of Economics and Political Science. His research is situated at the intersection of International Relations Theory and Political Theory, focusing mainly on the ideas of order and politics. He published two monographs on the subject and edited a volume exploring the idea of 'great power management' as it appears in the writings of the English School of International Relations and contemporary state-practices.

MICHAEL MERLINGEN, PROFESSOR (AUSTRIA), 2YEAR MA PROGRAM DIRECTOR

Michael Merlingen is Professor. His current research interests lie in EU foreign, security and defence policy, historical materialism, Foucauldian IR and global biopolitics. His current teaching portfolio includes courses on IR theory (introductory and advanced) and EU foreign and security policy. Michael has published three books on the EU foreign and security policy. His papers on have appeared in journals such as Millennium; Alternatives: Global, Local, Political; Journal of Common Market Studies; International Political Sociology; Security Dialogue; Zeitschrift für Internationale Beziehungen; and European Foreign Affairs Review. He is currently in charge of CEU's contribution to a big FP-7 project, running from 2011-2013, that examines cultures of governance and conflict resolution in Europe and India. Michael welcomes inquiries from prospective PhD students wishing to work on issues having to do with his research interests.

BÉLA GRESKOVITS, UNIVERSITY PROFESSOR (HUNGARY)

Béla Greskovits is University Professor at the Department of International Relations, and Department of Political Science. His research interests are the political economy of East-Central European capitalism, comparative economic development, social movements, and democratization. His articles appeared in Studies in Comparative and International Development, Labor History, Orbis, West European Politics, Competition and Change, Journal of Democracy, European Journal of Sociology, Global Policy, and Transfer: European Review of Labor and Research. His book Capitalist Diversity on Europe's Periphery, written together with Dorothee Bohle, was published by Cornell University Press, and was awarded the prestigious 2013 Stein Rokkan Prize for Comparative Social Science Research. He was winner of the 2014 CEU Award for Outstanding Research (with Dorothee Bohle), and the 2014 Bibó István Prize of the Hungarian Political Science Association.

LÁSZLÓ CSABA, UNIVERSITY PROFESSOR (HUNGARY)

László CSABA is a distinguished professor of international political economy at Central European University and Corvinus University of Budapest, honorary professor of economics at Szent István University/Gödöllő, as well as Member of the Hungarian Academy of Sciences, of the social science section of Science Europe/Brussels, and Academia Europea/London. Author of 12 books, editor of 6 volumes, as well as 352 articles and chapters in books published in 22 countries. In 1999-2000 President of the European Association for Comparative Economic Studies. On the editorial board of 9 international and 7 Hungarian academic journals. His academic work invited 139 reviews and over 1450 independent citations internationally. His recent output includes the book: *Európai közgazdaságtan/Economics for Europe/*, Budapest: Akadémiai/W.Kluwer, 2014, as well as the chapters: 'Enlargement of the EU' in: TURLEY,G.- HARE,P.G.eds: *Handbook of the Economics and Political Economy of Transition*. London: Taylor and Francis, 2013 and 'Banking and fiscal union in the EU: a solution or a trap?' in: FEHRMANN,Th.ed: *Nationalstaat und Europäische Union: eine Bestandaufnahme'*, Baden-Baden: Nomos Verlag, 2015 and 'A new political economy – for development' in: KOLODKO,G.W.ed: *Management and Economic Policy for Development*.New York: Nova Science, 2014,pp239-251. For more info check his personal web: www.csabal.com

ERIN JENNE, PROFESSOR (USA)

Erin K. Jenne is an associate professor at the International Relations and European Studies Department at Central European University in Budapest, where she teaches MA and PhD courses on qualitative and quantitative methods, ethnic conflict management, international relations theory, nationalism and civil war, and international security. Jenne received her PhD in political science from Stanford University with concentrations in comparative politics, international relations, conflict processes, and East European politics. She has received numerous grants and fellowships, including a MacArthur fellowship at Stanford University, a Center for Science and International Affairs (BCSIA) fellowship at Harvard University, a Carnegie Corporation scholarship, and a Fernand Braudel fellowship at European University Institute (EUI) in Florence. Her recent book, *Ethnic Bargaining: The Paradox of Minority Empowerment* (Cornell University Press, 2007) is the winner of Mershon Center's Edgar S. Furniss Book Award in 2007 and was also named a Choice Outstanding Academic Title by Choice Magazine. The book is based on her dissertation, which won the Seymour Martin Lipset Award for Best Comparativist Dissertation in 2001. She has published numerous book chapters and articles in *International Studies Quarterly*, *Security Studies*, *Regional and Federal Studies*, *Journal of Peace Research*, *Civil Wars*, and *Ethnopolitics* (forthcoming). She is an associate editor for *Foreign Policy Analysis* and has served in several capacities on the Emigration, Ethnicity, Nationalism and Migration Section of the International Studies Association and the Comparative Politics Section of the American Political Science Association.

BOLDIZSÁR NAGY, ASSOCIATE PROFESSOR (HUNGARY)

Boldizsár Nagy read law and philosophy and received his PhD at the Eötvös Loránd University in Budapest and pursued international studies at the Johns Hopkins University SAIS Bologna Center. Besides the uninterrupted academic activity both at the Eötvös Loránd University (since 1977) and the Central European University (since 1992) he has been engaged both in governmental and non-governmental actions. He acted several times as expert for the Hungarian Ministry of Foreign Affairs, the Council of Europe and UNHCR and participated at inter-governmental negotiations. In the Gabcikovo-Nagymaros case before the International Court of Justice he appeared as one of Hungary's counsels. He is a co-founder and former board member of the European Society of International Law and member of the editorial board of the International Journal of Refugee Law and of the European Journal of Migration and Law. He is also co-founder and editor of the on-line Refugee Law Reader. His teaching venues include Beijing, Brussels, Geneva, Moscow, and New York. More than two dozens books were co-authored and/or edited by him. Further details, including a bibliography, are available at his website: www.nagyboldizsar.hu

PAUL ROE, ASSOCIATE PROFESSOR (UK)

Paul Roe has been in the department since 1999; first as a Visiting – and now as an Associate Professor. Paul holds a PhD from the Department of International Politics at the University of Aberystwyth. He has been a Visiting Researcher at the then Copenhagen Peace Research Institute (COPRI) and also at the Peace Research Institute in Oslo (PRIO). More recently, Paul has also been a Visiting Associate Professor in the Department of International Relations at the University of Malta. Paul teaches and researches largely in the field of security theory. His teaching is concerned with the evolution of Security Studies as a discipline; both with Strategic Studies and with more non-traditional and critical approaches. He has previously written on the concepts of the security dilemma, societal security, and securitization, and has more recently published in the field of gender and security. Paul's book "Ethnic Violence and the Societal Security Dilemma" was published by Routledge in 2005, while also forthcoming is "Positive Security" (Routledge) with Gunhild Hoogensen and "Gender and Security: Research, Teaching, and Learning" (Palgrave MacMillan) with Joanna Renc-Roe.

XYMENA KUROWSKA, ASSOCIATE PROFESSOR (POLAND)

Xymena Kurowska is an IR theorist interested in interpretive policy analysis. She earned her doctoral degree from the European University Institute in Florence, Italy. Her research and writing concentrate on interdisciplinary approaches to security and international state-building, with the focus on EU's security and border policies in EU's Eastern Neighbourhood. She was a fellow of the European Foreign and Security Policy Studies Programme, conducting fieldwork research on border reform in Ukraine. She is also the CEU principal investigator for "Global Norm Evolution and Responsibility to Protect", a

collaborative grant awarded to a consortium led by the Global Public Policy Institute in Berlin in the research framework "Europe and Global Challenges":

http://www.globalnorms.net/approach/research/global_norm_evolution/globalnormevolution/

THOMAS FETZER, ASSOCIATE PROFESSOR (GERMANY)

Thomas Fetzer joined the IR department in 2009. He received his PhD from the European University Institute in Florence (Department of History and Civilization) in 2005. Before joining CEU, Thomas held post-doctoral research and teaching positions at the Max-Planck Institut für Gesellschaftsforschung in Cologne (2006), the London School of Economics (2007-2008) and the University of Warwick (2009). His current research interests are primarily related to the role of ideas in the international political economy, with a specific focus on (economic) nationalism, as well as the impact of economic globalization on socioeconomic inequality and processes of collective interest formation. In a recent project, Thomas has also explored the emergence of various notions of 'economic Europeanness'. Beyond his own research, Thomas is interested in a number of other fields, including the comparative political economy of labour and industrial relations, EU social policy and the European social model, the history and contemporary development of multinational firms, the politics of consumption, as well as the broader area of contemporary European and transnational history, in particular with regard to issues of collective memory and identity. He also has a strong interest in the methodological debates about the relationship between history and the social sciences.

XIANG LI, ASSISTANT PROFESSOR (CHINA)

Dr. Andrew X. Li graduated with a Joint PhD from National University of Singapore and King's College London. His research interests include international political economy and quantitative research methodology. Before joining CEU, he worked as a Research Fellow at Nanyang Technological University, Singapore and was involved in a study on talent migration in Singapore.

ERZSEBET STRAUZ, ASSISTANT PROFESSOR (HUNGARY)

Erzsebet Strausz holds a PhD from Aberystwyth University and her dissertation received the British International Studies Association's Michael Nicholson Thesis Prize in 2013. Her research focuses on Critical Security Studies, critical pedagogy, the politics of everyday life as well as creative, experimental and narrative methods in the study of world politics. She is co-investigator of the Wellcome Trust-funded project 'Counterterrorism in the NHS: Evaluating Prevent Duty Safeguarding by Midlands Healthcare Providers.' She was awarded the British International Studies Association's Excellence in Teaching International Studies Prize in 2017 and her research monograph *Writing the Self and Transforming Knowledge in International Relations: Towards a Politics of Liminality* is forthcoming with Routledge Interventions book series in 2018.

CHRISTOPHER LAROCHE, ASSISTANT PROFESSOR (CANADA)

Christopher David LaRoche is an assistant professor at the Department of International Relations, Central European University. His research focusses on international order, history, and theory, with special interests in great power politics, military intervention, and nuclear proliferation. Chris received his PhD from the University of Toronto. Before joining CEU, he was a postdoctoral researcher at the China Institute, University of Alberta, and a fellow at the Trudeau Centre for Peace, Conflict, and Justice at the University of Toronto's Munk School of Global Affairs.

VISITING FACULTY

DORA PIROSKA, VISITING PROFESSOR (HUNGARY)

Dora holds a PhD from the CEU in Political Science IR track. She has been a Junior Researcher at the Hungarian Academy of Sciences, Institute of Economics, a Lecturer at the Department of Government at the University of Texas at Austin, an Associate Professor at International Business School, Budapest and most recently an Associate Professor at the Corvinus University of Budapest. Dora is a political economist with research and teaching interests in international and comparative political economy and politics of finance. She has a special interest in the Central and Eastern European region and studies politics of banking related issues in Hungary, Slovenia, Poland, Slovakia, the Czech Republic, Romania and Bulgaria. Her latest research focuses on development finance both at the national and international levels. She has a special interest in the EBRD. Recently she has published on the macroprudential turn in bank regulation, on the Banking Union's perception in Eastern non-Eurozone member states and on the competing crisis management approaches of the Troika institutions to fund Hungary during the 2008 financial crisis. She published in *Competition and Change*, *Europe-Asia Studies*, *Journal of Economic Policy Reform*, *Policy and Society* and *Third World Thematics* and in a number of Hungarian outlets.

ANATOLY RESHETNIKOV, VISITING FACULTY (RUSSIA)

Anatoly received his MA in International Relations and European Studies from Central European University in 2010 after defending his thesis on the problem of political identity and 'great projects' politics in contemporary Russia. Currently, he continues his research at the PhD level in the Doctoral School of Political Science, Public Policy and International Relations (IR track). In his dissertation he is tracing the genealogy of the great power discourse in Russia, the USSR, and the Russian Empire. In addition, Anatoly is writing on the concept of responsibility in IR and the linguistic turn in IR theorizing. Since 2014, Anatoly has been teaching Interpretivist Research Methods at the department. In the fall and winter of 2015, Anatoly is holding the position of affiliate researcher at University College London. Prior to CEU, Anatoly had also studied in Saint-Petersburg and Oslo.

DANIEL IZSAK, VISITING FACULTY (HUNGARY)

He defended his PhD at the Doctoral School of Political Science, Public Policy and International Relations (IR track) of CEU. His research focused on the varied impact of regionalism on firm regionalisation in the EU and NAFTA. He received his MA from the Department of International Relations at CEU in 2010. His research interests are: comparative regionalism, regionalisation, transnational regulatory regimes, globalisation, EU, NAFTA, ASEAN. Previously, he worked as a political analyst at the European Commission, and as an international affairs journalist at the BBC World Service

XV. IMPORANT DATES

Academic Year begins	Thursday, August 1, 2019
First-year master's and doctoral students arrive in Budapest	Saturday, Aug 31 & Sunday, Sept 1, 2019
Pre-session for first-year master's and doctoral students, Budapest	Monday, Sept 2 – Friday, Sept 13, 2019
Continuing master's students arrive in Budapest	Saturday, Sept 7 & Sunday, Sept 8, 2019
Registration for Fall Term begins	Monday, September 9, 2019
Zero week	Monday, Sept 9 – Friday, Sept 13, 2019
Opening ceremony in Budapest	5 pm, Friday, September 13, 2019
Fall term begins in Budapest*	Monday, September 16, 2019
Student Union elections in departments and schools	Monday, Sept 16 – Tuesday, Sept 24, 2019
First-year students from departments/schools with fall term in Vienna depart for Vienna	Saturday, Sept 28 & Sunday, Sept 29, 2019
Registration for Fall Term ends	Sunday, September 29, 2019
Research and Travel Grants application deadline (students)	Thursday, October 10, 2019
Hungarian National Holiday, CEU Budapest is officially closed	Wednesday, October 23, 2019
Austrian National Holiday, CEU Vienna is officially closed	Saturday, October 26, 2019
ACADEMIC FORUM	Thursday, October 31, 2019

All Saints' Day, CEU Budapest and CEU Vienna are officially closed Friday, November 1, 2019

- SENATE MEETING Tuesday, November 12, 2019
- Department/School Heads meeting

Vienna Campus Opening Friday, November 15, 2019

Registration for Winter Term begins Monday, December 2, 2019

Fall Term ends Friday, December 6, 2019

Immaculate Conception Day, CEU Vienna is officially closed Sunday, December 8, 2019

Offices with skeleton team, Library and Labs on weekend schedule Monday, Dec 16 – Monday, Dec 23, 2019

Christmas Eve, CEU Budapest and CEU Vienna are officially closed Tuesday, December 24, 2019

Christmas, CEU Budapest and CEU Vienna are officially closed Wednesday, December 25, 2019

Christmas, CEU Budapest and CEU Vienna are officially closed Thursday, December 26, 2019

Offices with skeleton team, Library and Labs on weekend schedule Friday, Dec 27 – Monday, Dec 30, 2019

New Year's Day, CEU Budapest and CEU Vienna are officially closed	Wednesday, January 1, 2020
CEU Vienna is officially closed	Tuesday, January 2 – Sunday January 5, 2020
Epiphany Day, CEU Vienna is officially closed	Monday, January 6, 2020
- Winter Term begins in Vienna and Budapest* - Deadline for submission of Fall Term grades	Tuesday, January 7, 2020
Registration for Winter Term ends	Sunday, January 12, 2020
Research and Travel Grants application deadline (students)	Thursday, March 5, 2020
Hungarian National Holiday, CEU Budapest is officially closed	Sunday, March 15, 2020
Registration for Spring Term begins	Monday, March 16, 2020
Winter Term ends	Friday, March 27, 2020
Spring Term begins in Vienna and Budapest*	Monday, March 30, 2020
Registration for Spring Term ends	Sunday, April 5, 2020
Good Friday, CEU Budapest is officially closed	Friday, April 10, 2020
Easter Sunday, CEU Budapest and CEU Vienna are officially closed	Sunday, April 12, 2020
Easter Monday, CEU Budapest and CEU Vienna are officially closed	Monday, April 13, 2020
Deadline for submission of the Winter Term grades	Monday, April 20, 2020
Labor Day, CEU Budapest and CEU Vienna are officially closed	Friday, May 1, 2020

Ascension Day, CEU Vienna is officially closed	Thursday, May 21, 2020
Deadline for submission of the Spring Term grades of graduating students	Friday, May 29, 2020
Pentecost Sunday, CEU Budapest and CEU Vienna are officially closed	Sunday, May 31, 2020
Pentecost Monday, CEU Budapest and CEU Vienna are officially closed	Monday, June 1, 2020
Research and Travel Grants application deadline (students)	Thursday, June 4, 2020
Corpus Christi Day, CEU Vienna is officially closed	Thursday, June 11, 2020
Spring Term ends	Friday, June 12, 2020
COMMENCEMENT	Friday, June 19, 2020
Final deadline for all course grades for AY 2019-20	Friday, July 10, 2020
Academic Year ends	Friday, July 31, 2020

XIII. CONTACT LIST

NAME	POSITION	E-MAIL	EXT.	OFFICE
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Kharitonova, Zlata	Program Coordinator (2 years MA program)	kharitonovaz@ceu.edu	3017	Nador u. 9 FT 608
Kaposvari Anna	Corporate Relations Manager and Joint Program Coordinator (GER)	kaposvaria@ceu.edu	5045	Nador 13. Room 616
Nagy Melinda	Program Coordinator (1 year program)	nagyme@ceu.edu	5112	Nador u. 9 FT 607

ANNEX 1 – COURSE REGISTRATION

In the next academic year all students will register for courses using SiTS. This requires a few changes in the way we manage the course enrolment process. Here is a list of points to note:

1. Students will have to make tentative decisions about which courses they want to take for the whole academic year in September. SiTS – following the departmental program specifications- will make sure that they take the sufficient number and type of courses for their degrees. Students can change their choices within these parameters later but they need to have a plan for the duration of their program in September already. (They may need departmental consultations to help them).
2. Sign up is on a “first come first served” basis as before. In order to allow room for all, students should not be allowed to sign up for more than 4 credits beyond what they are required to take in each semester. Departments can modify this limit but the central recommendation is no more than 4.
3. Departments can set caps for each course. Caps for MA courses, including mandatory ones, should not be lower than 15. Please remember that the minimum number of students to run an MA course is 6.
4. Students for whom a course is mandatory will be automatically added to the class rosters, they do not even have to sign up for these. All others – over and above the 15-person cap - will be placed on a waiting list. These students may be admitted manually from the waiting lists.
5. All elective courses are filled in the order students sign up for them. There are no priorities set for students in any category, including no priority for inter-departmental students. When the cap is reached, students are placed on the waiting list.
6. Students can be moved manually from the waiting list into the course in any order and at any time. They do not move up automatically should a place open up, this must be done manually. Please move students up from the waiting list as soon as possible. Course management will be done by Coordinators in the Fall term.
7. The logic of selecting students into courses from the waiting list (i.e., the departmental priorities) must be made public prior to the registration period. Please list your specific selection criteria in the “Comment” section of each course. The university encourages departments not to discriminate against students from external departments in their selection process.