

## CRIMINAL JUSTICE- Advising Form – Bachelor of Arts in Administration of Justice Degree

Student's Name & ID #: Phone number: Email address:				Advisor's Name: Phone number: Email address:			<b>120</b> Credits To graduate
<b>Year 1: Semester 1 (Semester and Year: _____)</b>							
		<b>Course Name</b>	<b>Credits</b>	<b>Semester/ Year</b>	<b>Grade/ Transfer Equivalent</b>	<b>Gateway requirements, substitution notes, and other comments (with dates)</b>	
IGED	110	Foundation Writing I	3				
IGED MATH	120 105	Foundation Quantitative Reasoning or Intermediate Algebra	3				
IGED	130	Foundation Oral Communications	3				
<b>CRIM</b>	<b>100</b>	<b>Criminal Justice System</b>	3			A pre-requisite that must be completed prior to enrolling in 200 level CJ courses.	
<b>CRIM</b>	<b>102</b>	<b>Criminology</b>	3				
<b>Total Credits</b>			<b>15</b>	<b>Signature of Advisor/Date</b>			
<b>Year 1: Semester 2</b>							
		<b>Course Name</b>	<b>Credits</b>	<b>Semester/ Year</b>	<b>Grade/ Transfer Equivalent</b>	<b>Gateway requirements, substitution notes, and other comments (with dates)</b>	
IGED	111	Foundation Writing II	3				
IGED MATH	220 185	Discovery Quantitative Reasoning or Elementary Statistics	3				
IGED	140	Foundation Ethics	3				
<b>PYSC</b>	<b>201</b>	<b>Principles of Psychology</b>	3			Course is a program requirement.	
<b>CRIM</b>	<b>175</b>	<b>Geospatial Analysis</b>	3			Satisfies IGED 250, Discovery Technology requirement & fulfills program requirements.	
<b>Total Credits</b>			<b>15</b>	<b>Signature of Advisor/Date</b>			
<b>Year 2: Semester 3</b>							
		<b>Course Name</b>	<b>Credits</b>	<b>Semester/ Year</b>	<b>Grade/ Transfer Equivalent</b>	<b>Gateway requirements, substitution notes, and other comments (with dates)</b>	
IGED	210	Discovery Writing	3				
IGED	260	Discovery Science Lecture & Lab	4				
GEOG	105	World Cultural Geography	3			Satisfies IGED 270 & is a requirement for CJ majors	
IGED	280	Discovery Civics	3				
<b>CRIM</b>	<b>232</b>	<b>Criminal Behavior</b>	3				
<b>Total Credits</b>			<b>16</b>	<b>Signature of Advisor/Date</b>			
<b>Year 2: Semester 4</b>							
		<b>Course Name</b>	<b>Credits</b>	<b>Semester/ Year</b>	<b>Grade/ Transfer Equivalent</b>	<b>Gateway requirements, substitution notes, and other comments (with dates)</b>	
IGED	391 392	Frontier Capstone I & II	3			Capstone courses for General Education. Completion of IGED requirements-37 credits.	
<b>POLI</b>	<b>206</b>	<b>American Government</b>	3			Course is a program requirement.	
<b>CRIM</b>	<b>222</b>	<b>Criminal Procedure</b>	3				
<b>CRIM</b>	<b>271</b>	<b>Dynamics of Human Relations</b>	3				
<b>CRIM</b>	<b>272</b>	<b>Conflict Resolution &amp; Meditation Techniques</b>	3				
<b>Total Credits</b>			<b>15</b>	<b>Signature of Advisor/Date</b>			

Year 3: Semester 5						
		Course Name	Credits	Semester/ Year	Grade/ Transfer	Gateway requirements, substitution notes, and other comments (with dates)
CRIM	203	Forensic/Investigations	3			Identify potential practicum sites and assess whether you need background clearance.
CRIM	224	Issues in Criminal Law	3			
CRIM	234	Juvenile Justice	3			
CRIM	310	Ethics & Public Service	3			
		Natural Science Lecture & Lab	4			Program Requirement; Natural Sciences with Lab in Biology, Human Anatomy, Chemistry, or Physics
<b>Total Credits</b>			<b>16</b>	<b>Signature of Advisor/Date</b>		
Year 3: Semester 6						
		Course Name	Credits	Semester/ Year	Grade/ Transfer	Gateway requirements, substitution notes, and other comments (with dates)
CRIM	300	Constitutional Law	3			
CRIM	309	Justice in a Multicultural Society	3			
CRIM	390	Practicum	3			Spring & Summer Only
CRIM		Elective #1	3			
		World Language I	3			
<b>Total Credits</b>			<b>15</b>	<b>Signature of Advisor/Date</b>		
Year 4: Semester 7						
<i>* Complete a Graduation Audit with your advisor</i>						
		Course Name	Credits	Semester/ Year	Grade/ Transfer	Gateway requirements, substitution notes, and other comments (with dates)
CRIM	450 451	Research Justice Systems Lecture & Lab	4			Must be taken in fall semester prior to enrollment in Senior Project & Program Design & Evaluation.
HIST	410	History of Crime & Punishment	3			
CRIM		Elective # 2	3			
CRIM		Elective # 3	3			
		World Language II	3			
<b>Total Credits</b>			<b>16</b>	<b>Signature of Advisor/Date</b>		
Year 4: Semester 8						
<i>* Apply for Graduation during the first week of the semester</i>						
		Course Name	Credits	Semester/ Year	Grade/ Transfer	Gateway requirements, substitution notes, and other comments (with dates)
CRIM	491	Senior Project	3			Writing Intensive course in the Major.
CRIM	497	Program Design & Evaluation	3			
CRIM		Elective # 4	3			
CRIM		Elective #5	3			
						120 credits required and completed for Graduation.
<b>Total Credits</b>			<b>12</b>	<b>Signature of Advisor/Date</b>		
<b>Total Credit Hours Required for Graduation:</b>			<b>120</b>	<b>Notes:</b>		

\*University wide electives (UWE).

## **Program & University Information**

All students in the Criminal Justice program should have formal advising *at least* once during a semester, but especially in November to register for Spring courses and in April to register for Fall courses. Every student in an academic program is assigned to an academic advisor either in the Advising Center (for freshman and sophomores) or in the Major department (for juniors and seniors). However, upon request, all faculty are available to advise program majors.

### **Degree Offered**

Baccalaureate of Arts (BA) degree in Administration of Justice. The Criminal Justice Program also offers an undergraduate concentration in Homeland Security.

### **Program Concentration**

The Homeland Security concentration in the Criminal Justice program requires 15 credits and consists of the following courses:

- CRIM 350 Homeland Security (3)
- CRIM 300 Constitutional Law (3)
- CRIM 351 Terrorism (3)
- CRIM 353 Intro to Cybersecurity (3)
- CRIM 395 SPECIAL TOPICS (3)

### **Credit Statement**

The Criminal Justice program requires 120 credits for graduation which includes 37 credit hours in General Education and 83 credits required in Criminal Justice and ancillary science, language and social science courses.

### **Admission Statement**

Criminal Justice is an unrestricted major and any student eligible for admission to the University is eligible to declare this major.

### **GPA Requirements**

Students must earn a minimum grade of “C” in all required Criminal Justice and ancillary required courses. Students must achieve an overall minimum GPA of 2.0 to graduate with a baccalaureate degree.

Students should be aware that federal law enforcement employment requires a minimum 3.0 GPA or above, so they should check the requirements of the specific law enforcement agency they are interested in for employment. Internship and co-op placements in federal law enforcement agencies may exclude specific 3.0 and above GPA requirements if student internship and co-op performances meet the eligibility criteria.

Students interested in future employment in federal, state, county, or city law enforcement or corrections agencies are encouraged to investigate physical strength and agility requirements, age, criminal background checks and credit card clearances.

### **Developmental Course Exemptions**

Only college-level courses numbered 100 and above are counted in the GPA and total credits earned. In other words, developmental courses, those numbering below 100 (ex. 015 or 004), are not counted in the GPA or in the total credits earned. Exclusion of these courses happens upon application for graduation. All excluded courses are identified on the transcript with an “E”.

### **Residency Statement for the Program**

The Criminal Justice Program requires that 36 credits of the required 83 credits, must be taken in residence at the University of the District of Columbia.

### **Residency Statement for the University**

The University confers the bachelor's degree upon students who complete the final 30 credit hours of study in residence at UDC.

### **Transfer Credits**

All transfer credits are evaluated by a Transfer Student Counselor in the Office of Recruitment and Admission. Academic departments reserve the right to determine those credits that will be used to satisfy degree requirements. Students must visit Admissions to have transfer credits applied to their UDC transcript.

### **Add/Drop Procedures**

Continuing students may change their schedule any time during the Continuing Student Registration period or during the official Course Adjustment period. (Check the Academic Calendar for dates.) These changes may be made online.

Students may also change their schedule during the official Add/Drop period, but will be charged an add/drop fee for each successful transaction. Alternately, if the change leaves a balance, then the student may be entitled to a refund. (See the Refund Policy in the Course Catalog.)

### **Withdrawal From a Course**

Students may officially withdraw from a course without penalty up to five weeks prior to the beginning of the scheduled final examination. Once the withdrawal is processed in the Office of the Registrar, a grade of "W" will be entered on the student's transcript. If a student stops attending class, or fails to file the Change of Program/Withdrawal form by the posted deadline date, the student may receive a failing grade. If applying for or receiving any form of financial aid, the student must contact the Office of Financial Aid before withdrawing from any course since withdrawals may affect eligibility for current or future aid.

### **Dean's List**

A Dean's List of all undergraduate students who have a cumulative grade point average of 3.00 and a term GPA of 3.30 or higher is certified by the Vice President of Academic Affairs at the end of each semester. To qualify for the Dean's List, a student must have registered for a minimum of 12 credit hours and not failed or withdrawn from any courses during the semester in question. The College of Arts & Sciences celebrates all Dean's List students annually at an Honors Convocation.

### **Application for Graduation**

Students who expect to complete their academic requirements during any given semester should submit an Application for Graduation to the Office of the Registrar the semester before they expect to graduate or no later than the deadline date indicated in the Academic Calendar, and pay the required graduation fee in the Cashier's Office. The submission of an application does not guarantee graduation. Only those students who have met ALL academic requirements and who have satisfied ALL financial obligations will be cleared for graduation.

### **Policy Changes**

The Criminal Justice Program reserves the rights to make needed or required curriculum revisions without prior notice or publication, provided these changes would at no time lengthen the period of time required to obtain the degree. Programs are subject to revision during the course of development, implementation, evaluation, and the revision of a curriculum. These changes may become effective prior to publication of the next catalog.

