

# MASTER OF SCIENCE IN CRIMINAL JUSTICE

## Handbook for MS-CJ Students

This Handbook for MS-CJ Students should answer many of the questions that prospective and current students have about the Georgia College & State University Master of Science in Criminal Justice (MS-CJ) program. The GC&SU Graduate Catalog officially describes the MS-CJ program and is the official reference for rules, regulations, and policies considered binding for students and faculty involved with any of the graduate programs at GC&SU. Every student should have a current copy of the Graduate Catalog and should read it. The catalog is available on-line at the GC&SU web site ([www.gcsu.edu](http://www.gcsu.edu)).

### Admission Requirements and Procedures

There are four basic steps to the admissions process. The first step is to submit a completed graduate school application to the GC&SU Office of Enrollment Services (this can be done on-line). If you have attended GC&SU previously, there will not be an application charge; otherwise, a small fee is required for processing.

Second, you must get every higher education institution you have ever attended, both undergraduate and graduate, to submit your official transcripts to the Enrollment Services Office. Your official undergraduate and/or graduate transcript(s) must indicate the degree earned at each institution. There is no required undergraduate major for the MS-CJ program. More of our students have social science undergraduate degrees than any other, but we have good students from a wide range of undergraduate (and many graduate) backgrounds.

Third, you must submit three letters of recommendation from those persons who can attest to your ability to complete graduate work. Letters of recommendation should come from former teachers or professors. These reference letters should be sent directly to:

Office of Graduate Admissions  
Georgia College & State University  
Campus Box 107  
Milledgeville, GA 31061

Fourth, you must submit official scores from the general section of the Graduate Record Examination (GRE) or the Miller Analogies Test (MAT), no other graduate admissions tests will be accepted. The test date for the GRE or MAT must be within the past ten years.

Once your application package is complete, the MS-CJ program coordinator will then review your package to decide whether you should get Regular or Provisional status. To get regular status, you must have a score of at least 1200 on the MS-CJ admissions formula using the GRE, or at least 670 on the formula using the MAT. The formulae are:

$$\begin{aligned} & \text{GRE verbal} + \text{GRE quantitative} + (100 \times \text{undergraduate GPA}) \\ & \text{MAT scaled score} + (100 \times \text{undergraduate GPA}) \end{aligned}$$

For example, if you had 450 on the GRE verbal, 450 on the GRE quantitative, and a 3.00 undergraduate GPA, your score would be  $450 + 450 + (100 \times 3.00) = 1200$ , and you would be given regular status. An MAT score of 370 and a GPA of 3.00 would produce  $370 + (100 \times 3.00) = 670$ .

If you have a total score below 1200 on the GRE formula or 670 on the MAT formula, you may be considered for provisional status, which would allow you to take courses on a trial basis. If your score on the formula is less than 1000 on the GRE formula or 620 on the MAT formula, the coordinator may require you to re-take the GRE or MAT or may deny you admission. The practice of the MS-CJ program is to use test scores and undergraduate, or other graduate GPA is to ascertain how prepared the applicant is to undertake graduate-level work. Applicants with low scores will need to provide additional and sufficient evidence of their abilities in order to avoid outright denial of admission.

Provisional students must take in that status the equivalent of a semester's full load (9 to 12 hours) of MS-CJ courses and earn no final course grades below B to qualify for regular status. If you take a lighter course load, you may need two or more semesters of satisfactory work (not to exceed 12 hours) to become eligible for regular status. Courses taken under provisional status with satisfactory grades will be counted as part of the regular degree program. A final course grade below "B" while in provisional status will cause you to be dismissed from the MS-CJ program. No more than 12 hours can be taken in provisional status--or in a combination of provisional, conditional, or any other non-regular status.

Once you have been placed into regular status, you will receive a Program of Study form, which will outline the courses needed for the degree. Signing and returning the form will complete the process known as admission to candidacy. This means that you are now in fact a regular student in the MS-CJ program and if you take the courses in the program of study and earn good graduate grades (a 3.00 graduate GPA) then you can expect to graduate upon completion of those courses with an MS-CJ degree. It is imperative that students return the signed form to be able to continue their programs.

### **The MS-CJ Curriculum**

#### **1. Required Courses (24 Semester Hours)**

- CRJU 6100 The Criminal Justice System (3 hours)
- CRJU 6200 Police in Society (3 hours)
- CRJU 6300 Seminar in Corrections (3 hours)
- CRJU 6400 Criminological Theory (3 hours)
- CRJU 6500 Legal Issues in Criminal Justice (3 hours)
- CRJU 6605 Criminal Justice Research Design (3 hours)
- CRJU 6610 Criminal Justice Statistics (3 hours)
- CRJU 6515 Criminal Justice Ethics (3 hours)
- CRJU 6700 Comprehensive Exam

#### **2. Electives (12 Semester Hours) Select from following:**

- CRJU 6120 Current Issues in Criminal Justice (3 hours)
- CRJU 6140 Organization Theory and Management of Criminal Justice Systems (3 hours)
- CRJU 6160 History of Criminal Justice and Crime Control Policy (3 hours)
- CRJU 6180 Comparative Criminal Justice Systems (3 hours)
- CRJU 6340 Correctional Counseling and Treatment (3 hours)
- CRJU 6405 Victimology (3 hours) (Preq. CRJU 6400)
- CRJU 6410 Critical Criminology (Radical Theorists) (3 hours) (Preq. CRJU 6400)
- CRJU 6420 Criminal Behaviors (Preq. CRJU 6400)
- CRJU 6460 International Terrorism (CRJU 6180 recommended)

CRJU 6940 Independent Study (Var. 1-3)

CRJU 6950 Special Topics (3 hours)

With graduate coordinators approval, students may substitute current CRJU 5000 level courses for any of the above electives, OR substitute up to 6 hours of the following towards the electives: PUAD/POLS 5401, POLS 5531, PUAD 6538, 6558,6578, 6625

### **3. Optional (Not Required)**

CRJU 6960 Internship (0 credit hours)

CRJU 6970 Capstone Research Project (3 hours) (Preq. CRJU 6605 and 6610)

## **Total of 36 Semester Hours**

### **CRIMINAL JUSTICE (CRJU)**

Unless otherwise noted, courses may not be repeated for additional academic credit. Courses may be repeated to raise a grade, but the hours credited will only count once toward the total hours earned.

#### **CRJU 5102. POLICE ORGANIZATION AND MANAGEMENT. (3-0-3) FALL**

Study of the philosophy, strategy, and tactics for the management of police organizations in the 21st century.

#### **CRJU 5104. COMMUNITY CORRECTIONS. (3-0-3) SUMMER**

Study of the philosophy, strategy, and tactics for the management of community-based corrections programs in the 21st century, focusing on probation, parole, electronic monitoring, bootcamps, halfway houses, and home arrest.

#### **CRJU 5325. DELINQUENCY AND THE JUVENILE JUSTICE SYSTEM. (3-0-3) SUMMER**

An analysis of the nature of juvenile delinquency and the ability of the juvenile justice system to deal with the problems of juveniles. Explanatory models and theories, and the evaluation of prevention, control, and treatment programs will be considered. (Cross-listed as [SOCI 5325.](#))

#### **CRJU 5500. THE ECOLOGY OF CRIME. (3-0-3) SUMMER**

This course focuses on ecological theory to evaluate how ecological factors influence opportunities for crime. Emphasis is placed on the distribution of crime in rural and urban areas.

#### **CRJU 5510. WHITE COLLAR CRIME. (3-0-3) SUMMER**

A critical analysis of crime and deviance committed by corporations, by government organizations, and by individuals in positions of trust and responsibility.

#### **CRJU 5530. RESEARCHING PUBLIC POLICY ISSUES ON THE INTERNET. (3-0-3) SUMMER**

Study of the methodology for researching criminal justice policy issues on the internet and the worldwide web. It is designed to orient the student on the reliability and validity of public policy issues available in cyberspace.

#### **CRJU 5540. ISSUES IN SOCIAL CONTROL. (3-0-3) SUMMER**

This course explores issues of social control and the criminal justice system by examining criminal justice policy and legislation by focusing on their implications in the controls of groups and individuals.

#### **CRJU 5950. SPECIAL TOPICS. (VAR. 1-4) SUMMER**

This course is designed to examine critical issues of public policy that affect criminal justice. Topics could include advance police management, policy options on the war on drugs, ethics in criminal justice, or others.

### **CRJU 6100. THE CRIMINAL JUSTICE SYSTEM. (3-0-3) FALL**

An examination of the criminal justice system, focusing on how the system functions in theory and practice as well as on current and future trends.

### **CRJU 6120. CURRENT ISSUES IN CRIMINAL JUSTICE. (3-0-3)**

Prerequisite: Graduate standing.

### **CRJU 6140. ORGANIZATIONAL THEORY AND MANAGEMENT OF CRIMINAL JUSTICE SYSTEMS. (3-0-3)**

Prerequisite: Graduate standing. This course is designed to introduce students to the development and evolution of organization and management theory in criminal justice organizations.

### **CRJU 6160. HISTORY OF CRIMINAL JUSTICE AND CRIME CONTROL POLICY. (3-0-3)**

Prerequisite: Graduate standing. A study of the history and evolution of the Anglo-American justice system, its problems, defects, and proposals for reform.

### **CRJU 6180. COMPARATIVE CRIMINAL JUSTICE SYSTEMS. (3-0-3)**

Prerequisite: Graduate standing. A study of selected international criminal justice systems, including police, courts, and correctional subsystems. Emphasis is placed on geographical, historical and cultural perspectives that make the systems unique.

### **CRJU 6200. POLICE IN SOCIETY. (3-0-3) SPRING**

The philosophy and role of American policing, politics of policing, managing the police organization, police operational and administrative practices, and emergent issues and problems in policing.

### **CRJU 6300. SEMINAR IN CORRECTIONS. (3-0-3) FALL**

An in-depth examination of the various issues and problems in corrections as they relate to administration and management of correctional programs and organizations.

### **CRJU 6340. CORRECTIONAL COUNSELING AND TREATMENT. (3-0-3)**

Prerequisite: Graduate standing. A critical study of past, present, and potential future correctional counseling and treatment, analysis of practices, and intended goals.

### **CRJU 6400. CRIMINOLOGICAL THEORY. (3-0-3) SPRING**

An intensive overview and examination of each of the major criminological perspectives, theory construction, and theory integration.

### **CRJU 6405. VICTIMOLOGY. (3-0-3)**

Prerequisites: Graduate standing and CRJU 6400. This course is designed to introduce students to the study of crime victims. Students will become familiar with the historical role of crime victims, the changes in that role and theories that help explain the role of victims in crime.

### **CRJU 6410. CRITICAL CRIMINOLOGY. (3-0-3)**

Prerequisites: Graduate standing and CRJU 6400. The purpose of this course is to examine the criminological theories of the late modern period and placing them in the context of the massive social transformations that have taken place in the past thirty to forty years. More specifically this course will examine social justice in the context of critical criminology by focusing on the following criminological theories and ideas: Marxist criminology, Socialist Feminist criminology, Peacemaking criminology, Prophetic criticism, Anarchist criminology, Postmodern Feminist criminology, Semiotics, Constitutive criminology, Critical race theory, Chaos theory, Catastrophe/topology theory, and Queer theory.

### **CRJU 6420. CRIMINAL BEHAVIORS. (3-0-3)**

Prerequisites: Graduate standing and CRJU 6400. This graduate course examines criminal behaviors using a psychological and sociological theories. Students will study specific categories of criminal offenders such as murderers, rapists and embezzlers. Students will also study biographies of well-known criminals as case studies, with the intent of applying specific criminological theories to the case studies.

**CRJU 6460. INTERNATIONAL TERRORISM. (3-0-3)**

Prerequisites: Graduate standing and CRJU 6180 is recommended. This course is designed to have students look critically at world terrorist organizations and responses to terroristic acts.

**CRJU 6500. LEGAL ISSUES IN CRIMINAL JUSTICE. (3-0-3) FALL**

Prerequisite: Graduate standing. An in-depth analysis of the development and current application of criminal law and the constitutional law. Primary focus is on criminal law and procedure.

**CRJU 6515. CRIMINAL JUSTICE ETHICS. (3-0-3)**

Prerequisite: Graduate standing. An examination of ethical theoretical perspectives and dilemmas in policing, courts, and corrections.

**CRJU 6605. CRIMINAL JUSTICE RESEARCH DESIGN. (3-0-3)**

Prerequisite: Graduate standing. An exploration of quantitative and qualitative research designs utilized in the study of criminal justice.

**CRJU 6610. CRIMINAL JUSTICE STATISTICS. (3-0-3)**

Prerequisites: Graduate standing and CRJU 6605.. An exploration of quantitative and qualitative research methods utilized in the study of criminal justice.

**CRJU 6695. RESEARCH PROBLEM IN CRIMINAL JUSTICE. (0-0-3)**

An in-depth study of a critical issue in contemporary criminal justice. Specific issues will vary, and will be selected by the student with the approval of the instructor.

**CRJU 6700. COMPREHENSIVE EXAM.**

Prerequisite: Graduate standing in last semester of MSCJ coursework.

**CRJU 6940. INDEPENDENT STUDY. (1-0-3)**

Prerequisite: Graduate standing and instructor approval. Offers academic credit courses to students interested in earning academic credit through self-directed study.

**CRJU 6950. SPECIAL TOPICS. (3-0-3)**

Prerequisite: Graduate standing. This course is designed to examine topics in criminal justice and criminal justice policy that may not be covered in other graduate CJ courses.

**CRJU 6960. INTERNSHIP. (VAR. 0-15) FALL, SPRING, AND SUMMER**

Individually designed and planned learning experience involving off-campus field experience and study in the public and private sector. Must be approved by the department chairperson or program coordinator.

**CRJU 6970. CAPSTONE RESEARCH PROJECT. (3-0-3)**

Prerequisites: Graduate standing, approval of Graduate Coordinator, CRJU 6605 and CRJU 6610. Student prepares a detailed prospectus or research project to include: bibliography, methodology, and research goals.

## **Academic Standing**

It is very important for graduate students to be aware of the need and requirements for good academic standing. Grades of "C" are not satisfactory graduate level grades. A grade of "C" earned in a course when the student has conditional or provisional status will cause that student to be dismissed from the MS-CJ program. Students with regular status must have a grade point average of 3.00 (B average) to remain in the program and to graduate. Earning a "C" drops one below the 3.00 GPA, unless there is an "A" to compensate for the unsatisfactory grade. Two uncompensated "C's" (or a "D" without two compensating "A's") will cause the student to be dismissed. Failing a course will also lead to dismissal. Regular students whose grade average falls below B will be placed on academic probation. Students on academic probation must bring their average up to B during the semester they are on academic probation. If a student does not bring his/her average up during the probation period, he/she will be dismissed from

the program. The Graduate Catalog should be consulted for more detailed information about the academic grade point average and the academic renewal policy.

### **Advisement and Registration**

One of the purposes of the MS-CJ Handbook, the Graduate Catalog, the Program of Study form, and the MS-CJ Check-Sheet is to simplify advisement and schedule planning. The University publishes an annual schedule of classes that can be of some value in helping students to see the long-run plan of MS-CJ courses at the different locations. The Coordinator will also distribute course-scheduling up-dates each semester. The up-dates are very important because the annual schedule can never be fully accurate, especially as the academic year proceeds. With all of the information available, graduate students should be able to handle for themselves most of the schedule planning process each semester. Do not hesitate, however, to contact the Coordinator if you have questions about what you need to take each semester.

### **Graduation**

With the MS-CJ Check-Sheet students should be able to track their progress toward degree completion. The Graduate Catalog states that one should apply for graduation two semesters before completing all course work. For example, to graduate by the end of the spring term, one should apply by the end of the previous summer term. The graduation application can be obtained from the GC&SU Enrollment Services Office or from the offices in Macon. If you have questions about the courses needed to complete the application, please check with the MS-CJ Coordinator. You must register for the CAP or internship in your last term in order to be eligible for graduation.

### **Georgia College & State University Locations**

The MS-CJ program is offered at two different locations: in Milledgeville and on the campus of Macon State College. The Basic and Advanced Curricula courses are offered at both locations. Some of the courses are more readily available at the Milledgeville rather than Macon campus. Students may take all of their course work at any of the two locations or may choose to travel among the locations. Students willing to travel will have more course selection options. The MS-CJ program has the same faculty at all of its locations, and MS-CJ courses are substantively the same at all locations.

### **MS-CJ Graduate Faculty**

Below is a list of faculty members, along with their specialization area(s), that frequently teach basic, advanced, and specialization curriculum courses in the MS-CJ Program at GC&SU.

Carrie Cook, Ph.D.,

Sara Doude, Ph.D., MS-CJ Program Coordinator

Gerald Fisher, D.P.A.,

Lana McDowell, M.S., ABD,

Charles Ubah, Ph.D.

***IF YOU NEED ASSISTANCE:***

If you have questions about your progress in the MS-CJ Program at Georgia College & State University, don't hesitate to contact Dr. Sara Doude, the MS-CJ Program Coordinator.

Telephone: 478-445-4257

Fax: 478-445-5273

E-mail: [sara.doude@gcsu.edu](mailto:sara.doude@gcsu.edu)

The mailing address is:

MS-CJ Coordinator

Department of Government & Sociology

CBX 018

Georgia College & State University

Milledgeville, GA 31061-049



**MS-CJ PROGRAM OF STUDY**

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**3. Optional (Not Required)**

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**Total of 36 Semester Hours**



\_\_\_\_\_  
(Student Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Program Coordinator's Signature)