

**CRIMINAL JUSTICE  
UNDERGRADUATE HANDBOOK**

*[cj.msu.edu](http://cj.msu.edu)*

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Complete list of CJ Faculty & Staff: <https://cj.msu.edu/directory/index.html>

## Welcome to Criminal Justice!

Welcome to the School of Criminal Justice! We, the advisors and faculty, are eager to assist you in any way so please seek us out. This handbook is designed to help you with academic planning.

By declaring Criminal Justice as your major, you have taken an important step in achieving your future goals. The Criminal Justice degree completion requirements include a structured set of courses required by the University, the College of Social Science and Criminal Justice. Our students typically have significant flexibility to customize their academic experience due to a generous number of elective credits available within the degree structure. CJ students engage in internships, study abroad, volunteering, clubs and professional associations, and research.

### Make an Appointment with a CJ Advisor!

The best way to manage your academic and career plan is to meet regularly with an advisor! We recommend connecting with your academic advisor each semester. Regular interaction with your advisor is the best way to stay on track. To schedule an appointment, visit the website at **[student.msu.edu](http://student.msu.edu)**

Check your financial aid, refunds, grades, holds, enrollment by term and subject and enrollment appointments via StuInfo: <https://stuinfo.msu.edu/Menu.Asp>



# BACHELOR OF ARTS DEGREE IN CRIMINAL JUSTICE

## UNIVERSITY REQUIREMENTS

### *University Writing Requirements*

Complete a 4-credit Tier I writing course from the Department of Writing, Rhetoric and American Culture (WRA).

1. Students who place in the Developmental Level Writing Course (WRA 1004 and WRA 0102) must complete that course and the Tier I writing course.
2. Students who score 3 on the Advanced Placement Test may waive the Tier I course. Students who score 4 or 5 will receive credit for the Tier I course.
3. Students who complete the Tier I writing course with a grade of 0.0 must repeat the course.

**\*The University's Tier II writing requirement is completed the student's senior year with one of the following approved criminal justice writing courses: CJ 424W, CJ 426W, CJ 427W, CJ 430W, or CJ 465W.**

### *Integrative Studies Requirement*

Integrative Studies in Arts and Humanities\*\*

1. IAH 201-210 (4 credits) Prerequisite – WRA (Tier I writing requirement) with at least a 1.0
2. A second IAH course, 211 or higher (4 credits) Prerequisite – IAH 201-210

Integrative Studies in Social, Behavioral and Economic Sciences \*\*

1. One 200 level ISS course (4 credits)
2. One 300 level ISS course (4 credits) Prerequisite – ISS 200 level course

IAH/ISS Diversity Distribution Requirement: MSU undergraduates must complete courses in at least two of three diversity categories (“D”, “N” & “I”) as part of their IAH and/or ISS requirements. “N” – emphasizes national diversity; “I” – emphasizes international and multicultural diversity and “D” – emphasizes both national and international/multicultural diversity.

Integrative Studies in Natural Science

1. One ISB course (3 credits)
2. One ISP course (3 credits)
3. One ISB or ISP lab (2 credits)

Some colleges, departments and schools allow students in their programs to complete an approved alternative track in natural science. These alternatives are stated in the college, department and school requirements. Students who change majors from a program with an approved alternative to a program without an alternative will be given credit for the completed portion of the alternative.

### *University Mathematics Requirement*

Students may fulfill the university mathematics requirements by either:

A. Receiving an official MSU placement test score of 19 or better on the **proctored** NSO exam – **OR** –

B. Completing the following at MSU or receiving transfer credit for:

1. A total of one course:

With at least one course from LB 118; MTH 110; MTH 116

**OR**

2. A total of two courses:

With at least one course from MTH 101 OR MTH 102 OR MTH 103; MTH 103 WAIVER

**AND** at least one course from MTH 112; MTH 114; MTH 124; MTH 132; MTH 152H, MTH 201; STT 200; STT 201

**\*Please note that Criminal Justice majors are required to take STT 200 or STT 201.**

## COLLEGE OF SOCIAL SCIENCE REQUIREMENTS

## A. Experiential Learning Requirement

The experiential learning requirement may be met by completing a 3 – 4 credit experiential learning course, and is designed to ensure that each undergraduate student will have the opportunity to enhance problem-solving and integrative reasoning skills through practice outside of the traditional classroom learning environment. Other options include study abroad, study away, internships, service learning and civic engagement experiences, undergraduate research, including, in appropriate cases, honors theses and entrepreneurship experiences. Meet with your advisor to explore the options.

Examples of experiences that will satisfy this requirement:

|           |   |                 |
|-----------|---|-----------------|
| - CJ 494  | Criminal Justice Practicum                        | Variable Credit |
| - CJ 493  | Undergraduate Research in CJ                      | Variable Credit |
| - CJ 490  | Independent Study (Must be approved by advisor)   | Variable Credit |
| - SSC 199 | Community Engagement: Act Locally, Think Globally | 3               |
| - SSC 493 | Social Science Internship                         | Variable credit |

Click on the link below to view current listing of courses meeting this requirement:

[Experiential Learning Courses](#)

## B. Interdisciplinary Minor Requirement

Complete a minimum of 15-18 credits in one interdisciplinary minor from a list of minors approved by the College of Social Science. Click on the link below to view approved minors for this requirement:

[CSS Interdisciplinary Minors](#)

Approved minors include:

1. African American and African Studies - Social Science Track
2. African Studies
3. Asian Pacific American Studies - Social Science Track
4. Asian Studies,
5. Chicano/Latino Studies
6. Cities: Environment, Design and Society
7. Cognitive Science- Social Science Track
8. Environment and Health
9. Human Behavior and Social Services
10. International Development
11. Jewish Studies - Social Science Track
12. Latin American and Caribbean Studies
13. Law, Justice and Public Policy
14. Leadership of Organizations
15. Lesbian, Gay, Bisexual, transgender, Queer and Sexuality- Social Science Track
16. Peace and Justice Studies - Social Science Track
17. Race and Ethnicity in the United States
18. Social Science Quantitative Data Analytics
19. Women's and Gender Studies- Social Science Track
20. Youth and Society

### C. Science, Technology, Engineering & Mathematics (STEM) Requirement

Complete a minimum of 6 credits in Science, Technology, Engineering, and Mathematics (STEM) courses from a list of courses approved and maintained by the College of Social Science Committee on Curriculum and Academic Policy. Mathematics 1825, 100E, 103E and 290 may not apply to this requirement for the degree.

Link to STEM course options:

[Course Listing for CSS STEM Requirement](#)

Popular STEM Course Options:

|          |     |   |
|----------|-----|---|
| ANP 203  | (3) | Introduction to Archaeology               |
| ANP 206  | (3) | Introduction to Physical Anthropology     |
| CSUS 200 | (3) | Introduction to Sustainability            |
| ENT 205  | (3) | Pests, Society and Environment            |
| GEO 203  | (3) | Introduction to Meteorology               |
| GEO 206  | (3) | Physical Geography                        |
| HNF 150  | (3) | Introduction to Human Nutrition           |
| HST 250  | (3) | History and Technology of the Digital Age |

\*The mathematics or statistics course taken in fulfillment of the University Mathematics Graduation Requirement may NOT also apply to the college requirement in STEM.

### D. College Credit Distribution Requirements

1. A minimum of 30 semester credits at the 300 level or above.
2. A maximum of 12 semester credits of independent study\* may be applied toward degree requirements (see #4).
3. A maximum of 12 semester credits of internships and field experience credits may be applied toward the degree requirements (see #4).
4. The total of independent study, internship and field experience credits may not exceed 20 credits.

*Courses taken to satisfy college and/or major requirements may NOT be taken under the Credit/No Credit status.*

*\*A maximum of 6 credits may be earned in CJ 490.*

## **CRIMINAL JUSTICE MAJOR REQUIREMENTS**

### **30 Credits (Effective Fall 2006)**

A. All of the following **Foundational Courses** – 12 CREDITS

|        |                                      |
|--------|--------------------------------------|
| CJ 110 | Introduction to Criminal Justice     |
| CJ 220 | Criminology                          |
| CJ 275 | Criminal Procedure                   |
| CJ 292 | Methods of Criminal Justice Research |

B. Two **Core Courses** from the following - 6 credits:

|        |                  |
|--------|------------------|
| CJ 335 | Policing         |
| CJ 355 | Juvenile Justice |
| CJ 365 | Corrections      |
| CJ 385 | Private Security |
| CJ 395 | Race and Justice |

C. Four **Content Courses** from the following - 12 credits:

*At least three courses must be at the 400-level, and one of those 400-level courses must be a Tier II writing course. An additional 300-level course not used in requirement B may apply to requirement C.*

|         |   |
|---------|---|
| CJ 210  | Introduction to Forensic Science                          |
| CJ 235  | Investigation Procedures                                  |
| CJ 400H | Honors Study (3 credits)                                  |
| CJ 422  | Comparative and Historical Criminal Justice               |
| CJ 424  | Crime, Mass Media and Society (W)                         |
| CJ 425  | Women and Criminal Justice                                |
| CJ 426  | Violence Against Women (W)                                |
| CJ 427  | Criminology and Public Policy (W)                         |
| CJ 429  | Interdisciplinary Topics in CyberSecurity                 |
| CJ 430  | Advanced Seminar in Policing (W)                          |
| CJ 432  | Community Policing  |
| CJ 433  | Law Enforcement Intelligence Operations                   |
| CJ 434  | Police Administration                                     |
| CJ 439  | Homeland Security   |
| CJ 445  | Cyber-Crime and Cyber-Security                            |
| CJ 450  | Introduction to Product Counterfeiting                    |
| CJ 465  | Critical Issues in Corrections (W)                        |
| CJ 466  | Correctional Organizations and Systems                    |
| CJ 471  | Law of Corrections  |
| CJ 473  | Comparative Constitutional Law                            |
| CJ 474  | Law and Criminal Justice Policy                           |
| CJ 485  | Critical Issues in Private Security                       |
| CJ 490  | Independent Study (3 credits)                             |
| CJ 491  | Topics in Criminal Justice (W effective fs20) (3 credits) |
| CJ 493  | Undergraduate Research CJ                                 |

**Note:** Leadership & Professional Development in CJ (CJ 294) and CJ Practicum (CJ 494) will not count towards major requirements.

**GENERAL ELECTIVE REQUIREMENTS** – to reach 120 credits overall (150 credits for second bachelor degree). Complete additional credits in courses of the student's choice in any area, including any course work above and beyond requirements.



## CRIMINAL JUSTICE COURSE DESCRIPTIONS

### **CJ 110 | Introduction to Criminal Justice**

*Fall, Spring, Summer*

Description and analysis of agencies and processes involved in administration of justice in the United States.

### **CJ 210 | Introduction to Forensic Science**

*Fall*

Techniques of the crime scene search. Collection and preservation of physical evidence. Class and individual scientific tests. Rules of evidence governing admissibility of physical evidence. Expert testimony.

### **CJ 211 | Introduction to Gender and Environmental Issues**

*Spring*

Concept of gender. Overview of environment and habitat. Historical gender roles in environmental management. Gender-based theoretical perspectives. Case studies on developing and developed countries. Environmental management with emphasis on fisheries, wildlife and wetlands. Women environmental professionals.

### **CJ220 | Criminology**

*Fall, Spring, Summer*

Interdepartmental with the Department of Sociology

Introduction to the socio-legal foundation of crime. Crime typology and measurement procedures. Theory and public policy. Societal responses to crime and criminals.

### **CJ 235 | Investigation Procedures**

*Fall*

Laws of evidence controlling investigative procedures. Crime scene concerns. Multi-agency investigation.

### **CJ 275 | Criminal Procedure**

*Fall, Spring*

Administration of criminal law. Investigation, prosecution, adjudication and sentencing. Constitutional safeguards and legal controls on official action.

### **CJ 292 | Methods of Criminal Justice Research**

*Fall, Spring*

Logic, design, analysis and ethical principles in Criminal Justice research. Indicators of crime and its control.

### **CJ 294 | Leadership and Professional Development in Criminal Justice**

*Fall, Spring*

Career planning and professional development. Leadership principles and theory, as related to the field of criminal justice.

NOTE: Leadership/Prof. Dev. In CJ (CJ 294) credits count toward your **general** electives, not your CJ electives.

### **CJ 335 | Policing**

*Fall, Spring*

Roles, responsibilities, issues and trends pertinent to contemporary law enforcement organizations in contemporary society.

### **CJ 355 | Juvenile Justice**

*Fall, Spring*

The juvenile justice system and law. Theories of juvenile delinquency and deviance. Sociological, psychological and anthropological perspectives.

### **CJ 365 | Corrections**

*Fall, Spring*

Historical and contemporary views of offender management and treatment. Corrections system operation. Effects of institutionalization. Alternatives to incarceration.

### **CJ 385 | Private Security**

*Fall*

Relationships of private protection services with public law enforcement. Individuals, businesses and governments providing prevention, protection, investigation and disaster recovery services. Protection of persons, property and information.

- CJ 400 | Honors Study** *Fall, Spring, Summer*  
 1 to 3 credits. May enroll for a maximum of 6 credits  
 Open only to Honors College Seniors w/approval of school  
 Faculty-supervised group or individual study dealing with some phase of the Criminal Justice system.
- CJ 422 | Comparative and Historical Criminal Justice** *Fall of odd years*  
 Comparative study of criminal justice systems. Theories, types and effects of intervention.
- CJ 424W | Crime, Mass Media and Society** *Spring of even years*  
 Open only to Senior Criminal Justice majors  
 Representation of crime and criminal justice in the media. Relationship between media and criminal justice organizations. Images of crime, criminal justice and trafficking. Media effects on criminal justice policy.
- CJ 425 | Women and Criminal Justice** *Spring of even years*  
 Interdepartmental with the Department of Women's Studies  
 Theories on women's victimization and criminality. Women's experiences as victims, offenders and criminal justice employees. Laws and their effect on the rights of women in the criminal justice system.
- CJ 426W | Violence Against Women** *Spring*  
 Intimate partner violence, rape and stalking. Theoretical causes of violence against women and factors commonly associated with it. Physical, mental and legal consequences, institutional responses and prevention efforts.
- CJ 427W | Criminology and Public Policy** *Fall*  
 Advanced study of criminological theory. Examination of policies implied by different theories of crime. Evaluation of crime control policies.
- CJ 429 | Topics in CyberSecurity** *Fall*  
 Technical, legal, criminal, medical business and communications aspects of CyberSecurity.
- CJ 430W | Advanced Seminar in Policing** *Fall*  
 Advanced issues in policing. Police strategies and evaluation. Behavioral determinants of policing. Socialization and culture of police. Police coercion. Police deviance.
- CJ 432 | Community Policing** *Spring*  
 Community policing philosophy, applications, issues and contemporary research. Community policing models.
- CJ 433 | Law Enforcement Intelligence Operations** *Spring*  
 Law enforcement intelligence as an analytic tool for case development and resource allocation. Historical, ethical, legal and operational issues affecting current practice.
- CJ 434 | Police Administration** *Fall*  
 Organizational theory, leadership, communications and labor relations in police administration. Historical and legal perspectives.
- CJ 439 | Homeland Security** *Spring*  
 Definition of terrorism and terrorist groups. Fundamental principles of emergency management and homeland security. Historical perspectives and modern threats. Public health and environmental protection. Private sector role and impacts. Security vs. civil liberties. Science, technology and research issues.
- CJ 445 | Cyber-Crime and Cyber-Security** *Fall*  
 Internet crimes, problems and procedures for cyber-security.
- CJ 450 | Introduction to Product Counterfeiting** *Spring of odd years*

Introduction to crime of product counterfeiting through an analysis of theory, empirical studies and case histories.

**CJ 465W | Critical Issues in Corrections**

*Spring*

Advanced topics in corrections. Probation and parole. Community corrections. Recidivism and reentry. Evolution and punishment. Comparative systems of confinement.

**CJ 466 | Corrections Organizations and Systems**

*Fall*

Management of correctional organizations. Interactions between correctional organizations and their political and cultural environments.

**CJ 471 | Law of Corrections**

*Fall of odd years*

Constitutional limitations and the impact of law on correctional practice. Due process, prisoner's rights and parole and probation.

**CJ 473 | Comparative Constitutional Law**

*Spring*

Comparative constitutional law. Courts with constitutional jurisdiction. Allocation of constitutional powers. Relationship among levels of government. Individual constitutional rights.

**CJ 474 | Law and Criminal Justice Policy**

*Spring*

Impact of law on police practices, court processes and corrections institutions and programs. Development, implementation and evaluation of judicial policies.

**CJ 485 | Critical Issues in Private Security**

*Spring*

Advanced topics in private security. Planning and administering. Organizing and staffing. Human relations. Management styles. Media relations.

**CJ 490 | Independent Study**

*Fall, Spring, Summer*

1 to 3 credits (may re-enroll for a maximum of 6 credits)

Individual study in fields of criminal justice, under direct supervision of a faculty member.

**CJ 493 | Undergraduate Research in CJ**

*Fall, Spring, Summer*

1-3 credits (may re-enroll for a maximum of 6 credits)

Faculty-guided undergraduate research in criminal justice.

**CJ 491 | Topics in Criminal Justice**

*Fall, Spring*

1 to 4 credits (may re-enroll for a maximum of 10 credits)

Special issues in Criminal Justice.

**CJ 494 | Criminal Justice Practicum**

*Fall, Spring, Summer*

3 to 12 credits (may re-enroll for a maximum of 12 credits)

Observation, participation, and study in selected criminal justice agencies.

*NOTE: Criminal Justice internship (CJ 494) and CJ Leadership and Professional Development (CJ 294) credits count toward your general electives, not your CJ electives.*

## **REQUIREMENTS FOR THE MINOR IN SECURITY MANAGEMENT**

The minor, which is administered by the School of Criminal Justice, is available as an elective to students who are enrolled in bachelor's degree programs at Michigan State University. The minor should be of particular interest to students who are enrolled in certain programs in the Eli Broad College of Business and the College of Social Science, and to students who are enrolled in the Bachelor of Science degree program in Computer Science.

With the approval of the department or school and college that administer the student's degree program, the courses that are used to satisfy the requirements for the minor may also be used to satisfy the requirements for the bachelor's degree.

**ALL** of the following courses (12 credits):

|         |                                     |   |
|---------|-------------------------------------|---|
| ACC 230 | Survey of Accounting Concepts       | 3 |
| CJ 235  | Investigative Procedures            | 3 |
| CJ 385  | Private Security                    | 3 |
| CJ 485  | Critical Issues in Private Security | 3 |

**ONE** of the following courses (3 credits):

|            |  |   |
|------------|--|---|
| CJ/CSE 429 | Interdisciplinary Topics in Cyber Security | 3 |
| CJ 445     | Cyber-Crime and Cyber-Security             | 3 |

**ONE** of the following courses (3 credits):

|         |                                  |   |
|---------|----------------------------------|---|
| CSE 102 | Algorithmic Thinking/Programming | 3 |
| FI 320  | Introduction to Finance          | 3 |
| MGT 325 | Management Skills and Processes  | 3 |
| MKT 327 | Introduction to Marketing        | 3 |

## **Criminal Justice Career Advising and Services**

The School of Criminal Justice offers many services to assist students in preparation for their future careers, from gaining relevant skills and knowledge, to building their professional network. In addition to employing two Academic Advisors, the School also has a full-time Career Advisor, Tim Homberg, to guide and help you with your career services needs. Mr. Homberg can assist you with any of the following services:

- **Career Advising:** One-n-one appointments to discuss the Criminal Justice field and its vast career options, and to help identify the positions that align with your interests.
- **Part-Time Student Employment:** Assistance with identifying and applying for relevant part-time Criminal Justice student positions, both on and off campus.
- **Resume, Cover Letter, and Interview** preparation.
- **Internships:** Full assistance in applying for and securing critical internships (junior and senior years) within the Criminal Justice field. There is a wide variety and number of internships available in all areas of the Criminal Justice field. Students can earn general elective credits (3-12) while gaining critical experience and connections through our vast internship program.
- **Job Placement Assistance:** Comprehensive help with job search strategies, and making connections to employers and alumni in areas of interest.
- **Career Fair and Recruiting Sessions:** The School hosts a large annual Career Fair each February (approx.. 80 Agencies), along with holding a variety of Informational and Recruiting Sessions with employers throughout the year.
- **Additional Career Resources:** Connections to additional Criminal Justice, College of Social Science, and University Career Resources and Contacts.

**Tim Homberg | Career Development Coordinator**  
School of Criminal Justice | Michigan State University  
655 Auditorium Drive, Office 130 | East Lansing, MI 48824  
(517) 432-3197 | hombergt@msu.edu

### **Links to Additional Career Resources:**

#### **Handshake Career Services Tool:**

<http://careernetwork.msu.edu/services-locations/handshake/index.html>

#### **Schedule an Appointment with Mr. Homberg:**

<http://student.msu.edu>

Reasons: Criminal Justice Intern Adv or Criminal Justice Career Adv

## **OPPORTUNITIES & RESOURCES**

**CAREER SERVICES NETWORK** - The CSN will help you find internships, jobs, explore majors and careers, resume help, learn how to network, and ace the interview, <http://careernetwork.msu.edu/>.

**CENTER FOR SERVICE LEARNING AND CIVIC ENGAGEMENT** - Gain experience, build professional skills and support community needs by participating in one of more than 500 positions, <https://servicelearning.msu.edu/>.

**COLLABORATIVE LEARNING CENTER** - Improve your reading, writing, math technical, study and test-taking skills by participating in the workshops and other supportive resources, <http://nssc.msu.edu/>.

**COUNSELING AND PSYCHIATRIC SERVICES** - Provides developmental and psychological counseling, including assistance in decision-making on immediate issues and long-range plans. Career, ethnic, self-management, sexual assault and substance abuse counseling are also provide, <https://caps.msu.edu/>.

**CRIMINAL JUSTICE INTERNSHIPS** - Work with practitioners in the field and enhance your total academic experience through a planned program of observation, study and participation in a selected criminal justice agency. Contact the Internship Coordinator, Tim Homberg at [hombergt@msu.edu](mailto:hombergt@msu.edu).

**CRIMINAL JUSTICE SCHOLARSHIPS** - Review the variety of scholarships available just for CJ undergraduates, <https://cj.msu.edu/current-students/scholarships.html>.

**CRIMINAL JUSTICE STUDENT ASSOCIATIONS** - Employers want to see that you have been involved in your major and your career. Get involved, build your professional network, and learn more about the broad world of criminal justice. Join now, <https://cj.msu.edu/current-students/undergraduate.html>.

**EDUCATION ABROAD** - Specific CJ opportunities in Australia and Poland and programs world-wide where you can meet the experiential learning requirement and gain a variety of course credit. Please explore at <http://educationabroad.isp.msu.edu/>.

**STUDENT PARENT RESOURCE CENTER**- Assists individuals and families in their balance of work, educational and family responsibilities, <http://studentparents.msu.edu/>.

**MSU POLICE STUDENT EMPLOYMENT** - Explore a variety of policing opportunities (Green Coats, Parking, Police Cadets) by working on-campus, <http://police.msu.edu/contact/job-opportunities/>.

**OFFICE OF SUPPORTIVE SERVICES** - Academic support, tutorial services and a computer lab for students who meet eligibility requirements, <http://oss.msu.edu/>.

**RESEARCH OPPORTUNITIES** - Venture is a database of undergraduate research, scholarship and creative opportunities available to MSU undergraduates. Explore the possibilities, <https://www.venture.msu.edu/>.

**RESOURCE CENTER FOR PERSONS WITH DISABILITIES** - Provides disability-related technical assistance, auxiliary aids and services, facilitates reasonable accommodations and provides advocacy and training. <https://www.rcpd.msu.edu/>.

**STUDY AWAY** - Opportunities for study and internships in locations within the United States : Washington, D.C. Detroit, Flint, Hawaii, New Orleans, and San Francisco. <http://www.socialscience.msu.edu/students/experiential-learning/study-away/>.

**TESTING OFFICE** - Prepare for graduate school exams using test preparation help for the GRE, GMAT, LSAT, MCAT, etc., <http://testingoffice.msu.edu/>.

**WRITING CENTER** - Assists you with any writing project at any stage, <http://writing.msu.edu/>.

## **POLICIES AND PROCEDURES**

**APPLYING FOR GRADUATION** - Applications for graduation should be submitted by the first week of the preceding semester the student anticipates completing degree requirements:

<https://reg.msu.edu/StuForms/GradApp/gradapp.aspx>.

**CHANGE OF ENROLLMENT/REGISTRATION** - Students can add courses through the fifth day of classes. To add courses after the fifth day, students must go through the department offering the course. Students can drop courses up to the middle of the semester. After the middle of the semester, students may drop courses only with the permission of the dean of their college. Students will only be able to drop a course after the middle of the semester to correct errors in enrollment or because of catastrophic events). Please check the academic calendar each semester for important deadlines, <https://reg.msu.edu/ROInfo/Calendar/Academic.aspx>.

**CLASSIFICATION OF STUDENTS** - For purposes of registration and determining eligibility for certain student activities, a classification of students by class year is made by the Office of the Registrar at the end of each semester based on the number of credits earned:

*Freshman = 1 - 27 credits*

*Sophomore = 28 - 55 credits*

*Junior = 56 - 87 credits*

*Senior = 88 and above credits.*

**FINAL EXAMS** - No student is required to take more than two final examinations during any one day of finals week. Criminal Justice students who have three or more exams scheduled for the same day may take their class schedule to the Office of Student Affairs for the College of Social Science, 201 Berkey Hall, for assistance in arranging an alternative time for one of the three final exams.

**FREQUENTLY ASKED QUESTIONS** - Do you have questions about something related to your enrollment at MSU? Start with the Registrar's Office FAQ, <https://reg.msu.edu/ROInfo/FAQRO.aspx>.

**MAJOR CHANGE** - Major changes into the College of Social Science require a meeting with the Academic Advisor for that major. This meeting is to review the major, completed coursework and remaining requirements.

**REPEAT COURSES** - A repeatable course is one in which a student has earned less than a 2.0 grade. A student may repeat no more than 20 semester credits.

**WITHDRAWAL FROM THE UNIVERSITY** - A criminal justice major who wishes to withdraw from the university should refer to the Office of the Registrar, Academic Programs Guide:

<https://reg.msu.edu/roinfo/notices/withdrawal.aspx>

**TAKING COURSES AT ANOTHER INSTITUTION** - For Information about how to enroll in courses at another institution and to transfer credits back to MSU is available at:

<https://cj.msu.edu/assets/pdfs/summerclasses-transfer-msu.pdf>.

**READMISSION TO MSU** - Students who have not completed their academic programs may reenter the university in any of the three semesters (fall, spring or summer) in the twelve months immediately following their last registered term without having to file an *Application for Readmission*,

<https://reg.msu.edu/StuForms/Readmission/Readmission.aspx>. Students who have been recessed or dismissed must contact the dean of their college regarding the readmission policy and application process.

## **ACADEMIC INTEGRITY: A CORE VALUE AT MICHIGAN STATE UNIVERSITY**

ACADEMIC integrity and responsibility are fundamental values in a community of scholars. Doing your own work – and taking responsibility for that work – allows you to test your own abilities and receive honest feedback. Honesty and integrity within the University are fundamental to building the trust that is required for students and faculty to thrive and learn from one another. Violating this social contract erodes this trust. As students new to the university, it is important to be aware of your responsibilities as members of the MSU academic community.

[Academic Integrity at Michigan State University](#)

[Personal Integrity and Conduct](#)

[Integrity of Scholarship and Grades](#)

Please refer to the complete policy on Integrity of Scholarship and Grades located in the Academic Programs catalog at <https://www.reg.msu.edu/AcademicPrograms/Text.asp?Section=112#s534>.

It is also important to understand that cheating and plagiarizing are considered fraud – a crime punishable by law enforcement outside the university. To clarify policies and procedures concerning academic integrity and academic misconduct at Michigan State University, visit the Ombudsperson at MSU (129 N. Kedzie Hall, 354 Farm Lane) or the Ombudsperson’s web site: <http://ombud.msu.edu/>. All questions are welcome and inquiries may be made online through a secure server.

For information on how to properly reference and cite sources, please access the following library web page: <https://lib.msu.edu/>.

## **BACHELOR OF ARTS DEGREE IN CRIMINAL JUSTICE 120 CREDITS**



# ACADEMIC PLANNING WORKSHEET

Name: \_\_\_\_\_ Date/Time: \_\_\_\_\_

| UNIVERSITY REQUIREMENTS   | COLLEGE REQUIREMENTS  | CRIMINAL JUSTICE MAJOR   | GENERAL ELECTIVES   |
|---|---|--|---|
| <b>Integrative Studies &amp; Writing</b><br>WRA _____ (4) _____<br>IAH _____ (4) _____<br>IAH _____ (4) _____<br>ISS 2_____ (4) _____<br>ISS 3_____ (4) _____<br>ISB _____ (3) _____<br>ISP _____ (3) _____<br>IS_____L (2) _____<br><br><b>Math Graduation Requirement</b><br>MTH _____ ( ) _____<br>STT 20_____ ( ) _____ | <b>Experiential Learning</b><br>(3 Credits Minimum)<br>_____( ) _____<br>Total: _____<br><br><b>Interdisciplinary Minor</b><br>(15 Credits)<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>Total: _____<br><br><b>STEM</b><br>(6 Credits)<br>_____( ) _____<br>_____( ) _____<br>Total: _____ | <b>Foundational Courses</b><br>(12 Credits)<br>CJ 110 (3) _____<br>CJ 220 (3) _____<br>CJ 275 (3) _____<br>CJ 292 (3) _____<br>Total: _____<br><br><b>Two Core Courses</b><br>(6 Credits)<br>CJ 335 (3) _____<br>CJ 355 (3) _____<br>CJ 365 (3) _____<br>CJ 385 (3) _____<br>Total: _____<br><br><b>Four Content Courses</b><br>(12 Credits)<br>CJ 4_____W ( ) _____<br>CJ 4_____ ( ) _____<br>CJ 4_____ ( ) _____<br>CJ _____ ( ) _____<br>Total: _____ | <b>General Elective Courses</b><br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>_____( ) _____<br>Total: _____ |

Uni. Diversity Distribution \_\_\_\_\_ 30 Credits of CJ Courses \_\_\_\_\_ Transfer Credits \_\_\_\_\_ Repeat Credits \_\_\_\_\_

30 Credits at 300/400 level \_\_\_\_\_ CJ GPA 2.0+ \_\_\_\_\_ 2.0+ Overall GPA \_\_\_\_\_ Credits to Complete \_\_\_\_\_

# Bachelor of Arts in Criminal Justice

## Four Year Plan

| <b>Year 1</b>   | <b>Fall</b>                | <b>Cr</b> | <b>Spring</b>    | <b>Cr</b> |
|---|----------------------------|-----------|------------------|-----------|
| <i>Benchmarks to be met:</i><br>-30 Credit Completion<br>-Broad Understanding of CJ Discipline & Field                                | CJ 110                     | 3         | CJ 220           | 3         |
|   | WRA                        | 4         | IAH 201-210      | 4         |
|   | MTH 101 OR 102 OR 103      | 3         | STT 200          | 3         |
|   | CJ 294                     | 3         | ISB/ISP 2XX      | 3         |
|   | UGS 110 / General Elective | 1         | General Elective | 3         |
|   | Total                      | 14        |                  | 16        |
| <b>Year 2</b>   | <b>Fall</b>                | <b>Cr</b> | <b>Spring</b>    | <b>Cr</b> |
| <i>Benchmarks to be met:</i><br>-60 Credit Completion<br>-Completion of CJ Foundational Courses<br>-Experiential Learning Exploration | CJ 275                     | 3         | CJ 292           | 3         |
|   | ISP/ISB 2XX                | 3         | ISS 2XX          | 4         |
|   | ISP/ISB Lab                | 2         | College Minor    | 3         |
|   | College Minor              | 3         | General Elective | 3         |
|   | General Elective           | 3         | General Elective | 3         |
|   | Total                      | 14        |                  | 16        |
| <b>Year 3</b>   | <b>Fall</b>                | <b>Cr</b> | <b>Spring</b>    | <b>Cr</b> |
| <i>Benchmarks to be met:</i><br>-90 Credit Completion<br>-Experiential Learning Planning  | CJ 3XX                     | 3         | CJ 3XX           | 3         |
|   | IAH 211-241                | 4         | ISS 3XX          | 4         |
|   | STEM course                | 3         | STEM course      | 3         |
|   | College Minor              | 3         | College Minor    | 3         |
|   | General Elective           | 1         | General Elective | 3         |
|   | Total                      | 14        |                  | 16        |
| <b>Year 4</b>   | <b>Fall</b>                | <b>Cr</b> | <b>Spring</b>    | <b>Cr</b> |
| <i>Benchmarks to be met:</i><br>-120 Credit Completion<br>-Completion of University, College & CJ Requirements                        | CJ 4XX (W)                 | 3         | CJ 4XX           | 3         |
|   | CJ 4XX                     | 3         | CJ Elective      | 3         |
|   | Experiential Learning      | 3         | College Minor    | 3         |
|   | General Elective           | 3         | General Elective | 3         |
|   | General Elective           | 3         | General Elective | 3         |
|   | Total                      | 15        |                  | 15        |