



Master of Science in Urban Studies Student Handbook

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Welcome to the Master of Science in Urban Studies graduate program at the Maxine Goodman Levin College of Urban Affairs at Cleveland State University. Levin College is ranked among the top ten urban programs in the United States and is the only college of its kind in the state of Ohio. The college has been voted #2 in the nation by *U.S. News & World Reports* as one of America's best graduate schools for its "city management/urban policy" specialty.

Our graduate programs feature a nationally recognized faculty with outstanding reputations in teaching, research, and public service. Our students are a diverse and interesting group, representing greater Cleveland and northeast Ohio, as well as other parts of the United States and the world.

You will find that courses are scheduled to meet the needs of both full-time and part-time students, many of whom are also employed throughout the area. Our graduate programs offer a wide array of learning opportunities beyond the classroom, especially through graduate assistantships and internships where students gain practical experience, build professional networks, and enhance their opportunities for job placement and career advancement.

The Levin College offers courses in our state capital and in the nation's capital. Additionally graduate students have the opportunity to present their research not only in the classroom but also at professional and academic conferences, while working with faculty and staff in the research centers.

I welcome comments and interactions with students. Feel free to e-mail me at e.hill@csuohio.edu or stop by my office (Room 335). I hope that you will have a valued learning experience while attending the Levin College of Urban Affairs.



Edward W. Hill
Interim Dean and University Vice President for Economic Development

MASTER OF SCIENCE IN URBAN STUDIES

The Master of Science in Urban Studies (MS) Program at Cleveland State University offers advanced training in urban studies to recent graduates, in-service professional and others wishing to pursue or advance careers in fields such as economic development, environmental affairs, and community organization management. The program prepares individuals to assume leadership roles in organizations, to analyze urban systems, and to develop creative and effective strategies for urban revitalization.

No single discipline adequately covers the broad spectrum of knowledge that the modern urban problem solver needs. Thus, the MS Program draws on many disciplines to broaden and extend the student's knowledge and expertise through a combination of specially developed urban courses. Internships and other experiential training that add depth and scope to the program augment classroom knowledge.

The objective of the MS Program is to educate students concerning theoretical perspectives and applied research methods useful for effective problem definition and problem solving. These skills enhance organizational capacity in attempting to define and solve complex urban problems. Special emphasis is placed on economic development, organizational leadership, law and public policy, urban ecology, and policy analysis.

Graduates of the Maxine Goodman Levin College of Urban Affairs are working to make our cities a better place to live. They are employed in diverse areas such as government, economic development, investment banking, civil rights protection, regional planning, environmental policy, and community development.

CAREER OPPORTUNITIES

Levin College graduates are employed in the public, private and nonprofit sectors. Graduates pursue careers in:

- Local, State, and Federal Government
- Economic Development
- Health Care Management
- Program Evaluation and Policy Analysis
- Housing, Community and Neighborhood Revitalization
- Environmental Advocacy/Management
- Public Safety Management
- Historic Preservation
- Human Services and Resource Management
- Urban Planning
- Research

CURRICULUM

The curriculum for the M.S. program consists of 40 credit hours of study. The program is divided into core courses, an area of specialization, electives if needed, and an exit project if needed.

Core Courses:	16	credit hours
Specialization & Electives:	24	credit hours
Total:	40	credit hours

Core Courses

The core of the M.S. curriculum (16 credit hours) is required of all students and consists of the following:

- UST 601: Applied Quantitative Reasoning I
- UST 603: Public Finance and Economics
- UST 605: Urban Spatial Structures
- UST 606: Evolution of Human Settlements

Areas of Specialization

Students may select courses in the areas of economic development, organizational leadership, policy analysis, urban ecology, or law and public policy.

Those students whose needs are not met with one of the five areas of specialization listed above may design an individual program of study in consultation with their advisor and with the approval of the Program Director. Examples of individually designed programs of study include Housing, Neighborhood Development, and Comparative Urban Studies.

Community and Neighborhood Development

This specialization will provide the necessary background for those interested in working for nonprofit community development corporations and housing providers, public agencies that engage in housing and neighborhood development activities, and for-profit development and planning organizations.

Economic Development

The specialization in Economic Development prepares individuals for careers in the development field in government or in the private sector.

Public Finance

The specialization in Public Finance prepares students for careers in public policy and finance through coursework in budgetary policy, finance, and economic development.

Urban Policy Analysis

The Urban Policy Analysis specialization trains students in the techniques and methods of analyzing the process of policy development and the effects of policy on urban problems. Students learn to systematically apply social theory, methodology, and research findings to specific problems.

Urban Real Estate Development

The Urban Real Estate Development specialization provides hands-on and practical experience in project-level real estate and real estate finance, investment and valuation.

Law and Public Policy

The Levin College and Cleveland-Marshall College of Law co-sponsor the Law and Public Policy program. The program and its curriculum are recommended for law students and graduate students in Urban Affairs who are interested in public service careers and who wish to expand their understanding of legislative and administrative procedures, governmental decision making, and public policy development.

Electives

The remainder of the program is composed of electives (up to three courses or 12 credit hours) and a capstone, thesis, or exit project (four credit hours). Internships, independent research projects, and readings courses may be completed for elective credit.

Internship (Variable Credit)

An internship is not required; however, students without related work experience are encouraged to seek an internship placement. Paid and unpaid internships are arranged through the Office of Student Services. Interested students may receive elective credit for internship work.

Exit Requirements

Depending on specialization area students may be required to complete a capstone, thesis, or alternative exit project. Generally, students may not register for this coursework until they have completed the core courses and the required courses in the area of specialization.

Exit Project

Before registering for exit project credit, a student must select a faculty advisor, who will approve the student's proposed project and read the completed report. Students must complete the Exit Project Approval Form and obtain the required signature prior to registering for the project. Students selecting the exit project option must successfully complete an applied research report, an original project design, a policy analysis and evaluation paper, or a similar project as approved by the faculty advisor. The exit project must place the work in an academic context, including a comprehensive literature review and appropriate consideration of the theoretical roots of the particular professional application.

Thesis

Before registering for thesis credit, a student must select a thesis advisor from the Urban Studies faculty. In conjunction with the advisor, the student then selects a thesis committee. The committee consists of at least three members, all of whom must be members of the Graduate Faculty. The committee's function is to advise and assist the student in writing and research and to formally approve the thesis once it has been successfully completed. Students selecting the thesis option should familiarize themselves with the regulations and procedures of the College of Graduate Studies

MASTER OF SCIENCE IN URBAN STUDIES/MASTER OF URBAN AND REGIONAL PLANNING – CLEVELAND STATE/CHUNG ANG UNIVERSITY DUAL DEGREE PROGRAM

The Levin College of Urban Affairs and the Department of Regional Development, Chung-Ang University, Korea, offer a unique dual degree. Students can simultaneously earn the Master of Science in Urban Studies from Cleveland State University and the Master of Urban and Regional Planning (MURP) from Chung-Ang University. Both degrees can be earned in two-plus years of study, rather than three-plus years of study if earned separately. Students must be accepted by both universities under their individual admissions requirements. Credits toward the MURP are earned during residence in Korea. Interested students should consult with Dr. Sugie Lee (216) 687-2381 or the Graduate Advisor (216) 523-7522.

ADMISSION REQUIREMENTS

In addition to meeting Graduate College admission requirements, applicants to the M.S. in Urban Studies program must submit the following materials to:

Office of Graduate Admissions
Cleveland State University
2121 Euclid Avenue, PH 227
Cleveland, OH 44115-2214

- Completed application for Graduate Admission (online at <http://www.csuohio.edu/gradcollege/admissions/>)
- Official transcripts from all colleges attended
- Minimum undergraduate GPA of 3.00 or equivalent
- Two letters of recommendation.
- Official Graduate Record Examination (GRE) General Test scores, with combined GRE Verbal and Quantitative scores at the 40th percentile or above and an Analytical Writing score of at least 4.0.
Students with an advanced graduate degree from an accredited college or university may be exempted from this requirement.

Language Requirement for International Students

Non-native English speakers must demonstrate English language proficiency in one of the following ways:

- Minimum score of 525 on the paper-based TOEFL
- Minimum score of 197 on the computer-based TOEFL
- Minimum score of 77 on the Michigan Test
- Successful completion of the English as a Second Language Program Level 109 of the ESL Language Centers
- Bachelor's degree or higher from an accredited U.S. institution.

ACADEMIC STANDARDS AND REGULATIONS

All students must maintain an overall grade point average (GPA) of 3.00 to be considered in good academic standing. However, an academic review for probation or dismissal can occur for various reasons. Please see the rules listed below.

Students will be reviewed by the Academic Standards Committee at the Maxine Goodman Levin College of Urban Affairs and may be put on academic probation or be academically dismissed if they earn:

- One grade of F, **OR**
- Two grades of less than B, **OR**
- Two grades of NS **even if their overall GPA is 3.00.**

If it is determined that the student may continue in the graduate program, the Committee will indicate to the student, in writing, the conditions under which continuation is possible. If the Committee determines that dismissal is in order, this recommendation is made to the Graduate Dean for review and final determination.

Mandatory dismissal by the Graduate College occurs if a student (in 400-800 level courses):

- Receives a second grade of F, **OR**
- Accumulates a total of nine credit hours of less than B grades *and* has a cumulative grade point average below 3.00

These rules apply in all of the following categories:

- Prerequisites
- Core courses
- Specialization courses
- Electives

Please be aware that it is your responsibility to read and understand the current academic regulations set by the College of Graduate Studies, which are printed in the CSU Graduate Catalog, available online at <http://www.csuohio.edu/gradcollege/catalog/>.

ACADEMIC STANDARDS FOR GRADUATION

In order to be eligible for graduation, students must meet all of the following conditions:

- Complete 40 credit hours including core and specialization requirements
- Achieve a 3.00 cumulative grade point average for all courses taken as a graduate student
- Complete a Capstone, Exit Project or Thesis if required

GRADUATION PROCEDURES**Graduation Application**

All graduating students are required to complete an application for graduation. Graduation applications are available in the Office of Student Services, UR 205, or from Campus411 (UC 162). Completed applications may be submitted in person to Campus411, or by mail to Cleveland State University, Office of the University Registrar, UC 400, 2121 Euclid Avenue, Cleveland, OH 44115-2214.

Please note: You must have degree-seeking status in order to file a graduation application.

Graduation Application Deadlines

If you are finishing	The deadline is
Fall Semester	April 14
Spring Semester	September 9

Summer Semester

February 1

Filing Fee

The graduation application fee is \$25.00 and must accompany the completed form. Please make checks or money orders payable to CSU. When submitting the graduation application in person to Campus411, you must pay the fee at the Office of Treasury Services, UC 460, and submit a copy of your receipt with the completed application. The graduation fee does not cover rental or purchase of academic regalia.

Approval Process

Your graduation application will be routed to your graduate program advisor to determine if you will meet program requirements. It will then be routed to the College of Graduate Studies for approval. Please allow ten to twelve weeks for this process to take place. You will receive a copy of your application with comments and approvals. Please check this copy carefully for accuracy.

Release of Diplomas

When you have completed all degree requirements, your graduate advisor will prepare a "Notice of Completion" form to be signed by the graduate program director. The completed and signed form is submitted to the Graduation Office. Diplomas are released approximately one month after graduation, but not until the "Notice of Completion" has been submitted and all "I" and "T" grades are removed.

*Diplomas are mailed to the address listed in CampusNet. Please make sure this address is current.

Commencement

The University holds two Commencement ceremonies during the year, in May and December. Students completing degrees in Spring are eligible to attend the May Commencement, while Fall graduates attend the December Commencement. Summer graduates may choose to participate in May or December. Details about Commencement will be mailed to students who have applied for graduation and will also be posted on the University's web site. Please note that your graduation date will be the end of the term in which you complete requirements, regardless of when you participated in Commencement.

OFFICE OF STUDENT SERVICES

The Office of Student Services (OSS) facilitates the Levin College of Urban Affairs' efforts to attract, retain, graduate, and place students. The OSS is a unique unit dedicated to meeting the diverse needs of students from the time they express interest in urban studies education until after they become alumni. Staff members have a wide range of responsibilities including recruitment, registration, and academic advising. Internships, graduate assistantships and scholarship awards are also coordinated through this office. A variety of career development services are available to current students and alumni such as resume review, career counseling, and career forums.

Scholarships

In addition to the financial aid services offered by CSU's Financial Aid Office, the Maxine Goodman Levin College of Urban Affairs provides various forms of financial support, this information may be found on the website at: <http://urban.csuohio.edu/students/financing.html>.

Graduate Assistantships & Internships

Internships and assistantships are opportunities for graduate students to gain experience in their field. For more information regarding graduate assistantships and internships through the Levin College of Urban Affairs, please contact Rachel Singer.

Phone: 216.687.2388

Email: r.g.singer88@csuohio.edu

Location: Urban Building, Room 134

Advising

Students are encouraged to schedule an appointment with the graduate advisor for additional information about course selections and progress toward degree completion. Joan Demko is the Graduate Advisor for the Levin College of Urban Affairs.

Phone: 216.523.7552
Email: j.h.demko@csuohio.edu
Location: Urban Building, Room 211

Career Services

Cleveland State University and the Levin College of Urban Affairs are committed to assisting students with their job search and career opportunities upon graduation. Career Services offers a host of on-line and in-person resources for students including on-line job postings, résumé review and interview skills, career counseling and forums and workshops geared toward career development. Programs and services are free and are designed to help students succeed in career decision-making and planning. Linda Pfaff is the college's Career Services representative. For more information students can log on to: <http://www.csuohio.edu/offices/career/>.

Phone: 216.687.2233
Email: l.pfaff@csuohio.edu
Location: Urban Building, Room 209

EMAIL AND TECHNOLOGY SERVICES

Email is one of the most important means of communication among students, faculty and administrative offices in the Levin College and throughout Cleveland State University. Students are strongly encouraged to check their University email accounts regularly.

CSU Campus System

Every student is supplied with an email address that is used by faculty and administrative offices for sending CSU-specific e-mail. Students can have their CSU e-mail forwarded to another e-mail address (such as hotmail, AOL, or yahoo) by accessing the "email" link within CampusNet (<https://campusnet.csuohio.edu/index.jsp>). Information on e-mail options, instructions, features, and training is available through the CSU Information Services & Technology website (<http://www.csuohio.edu/offices/ist/studentcomputing/email.html>). Information on CSU technology services including internet access, laptop loaner programs, and wireless service, please go to <http://www.csuohio.edu/offices/ist/>.

Levin College System

Students enrolled in the Levin College of Urban Affairs may be added to the system as users to access file storage and shared file systems. New students can activate their accounts completing the [CUACS Application Form](#). Questions regarding accounts can be directed to Bob Martel, r.martel@csuohio.edu. Additional information regarding college technology can be found at <http://urban.csuohio.edu/tech/>.

CAMPUSNET ONLINE STUDENT SERVICES AND YOUR CSU ID NUMBER**CSU ID Number**

Your admission materials will contain a unique 7-digit CSU ID number, which will appear on most paperwork from the University. Additionally, when seeking assistance from administrative offices around campus, you may be asked to provide your ID number. If you do not know your number or have misplaced it, you must come to the University Registrar's Office (University Center (UC) 400) with a picture ID so that the number can be given to you. This information will not be given out over the phone.

CampusNet System

<https://campusnet.csuohio.edu/index.jsp>

On CampusNet students can:

- Add and drop classes
- Forward campus email
- Manage and pay account balances
- Purchase parking hangtags and register vehicles
- Request transcripts
- View and print schedules
- View grades and unofficial transcripts
- Receive online software training
- Order textbooks

CampusNet Password

You should have received a letter notifying you of your CampusNet password. This is the password that allows you to log into CampusNet. You can view personal information, grades, and unofficial transcripts, as well as add and drop classes from your schedule. If you do not know this password, call 216.687.5050 for assistance.

CHANGE OF NAME/CHANGE OF ADDRESS

All students are responsible for keeping their University records as current as possible while enrolled at CSU. Address changes can be made online through CampusNet. Students should notify CSU of a name change by completing a Change of Information form. Completed forms can be submitted to Campus411 in UC 162. A downloadable form can be found at: <http://www.csuohio.edu/enrollmentservices/registrar/forms/changeInfo.pdf>.

CSU ID CARD

VikingCard Office

Phone: 216.875.9888

E-mail: vcardoffice@csuohio.edu

Location: Main Classroom, Room 112

The VikingCard is the official campus identification card for Cleveland State University students, faculty and staff. The card is the means to building and lab access, testing centers, sporting events, library privileges, meal plans, and other University activities. The University supplies the first VikingCard free to all students, faculty and staff. Replacement cards cost \$15 each.

For more information on VikingCard policies and on-line forms visit: <http://www.csuohio.edu/services/vcard/>

CAMPUS411: CSU STUDENT SERVICES

Campus411

Phone: 216.687.5411

E-mail: campus411@csuohio.edu

Location: Main Classroom (MC) 116

Campus411 is the place to go for information and assistance with registration, academic records, student billing, and financial aid. The “one stop” approach provides a central place where the CSU community is effectively and efficiently served. Campus411 will listen to your concerns and work with you to resolve them as they support your educational goals.

Campus411 Services

Campus411 customizes services to ensure your needs are met. Whether you have a quick question, need help registering, or want assistance with a complex concern, *Think Campus411*.

The Concierge Service welcomes you to Campus411 and determines your service needs. Professionals who know how to help will promptly serve you. Concierge Service provides:

- Answers to quick questions
- General information about the University
- Maps and directions to help you navigate our campus
- A convenient location to pick up or drop off forms

The Express Service is designed to help you with basic student services. Professionals listen carefully and extend guidance when you need a helping hand. Express Service provides:

- Help logging onto and navigating CampusNet
- Guidance in filing for and completing financial aid documentation such as the FAFSA, entrance/exit counseling, and the Master Promissory Note Online
- General information about registration and financial aid along with explaining your student bill
- Help in printing your class schedule

When your concerns are complex, the Extended Service professionals provide assistance. Student Service Specialists are cross-trained to help you with registration, academic records, student billing, and financial aid. Specialists work with you to understand your concern, explore your options, and resolve your concerns.

Extended Service provides:

- An explanation of Academic Regulations and Procedures
- Help with Deregistration and Reinstatement of Classes
- Information about Financial Aid Verification and Standards of Academic Progress (SAP)
- Help filing Petitions
- An explanation of your student account (billing/payment)

REGISTRATION

Registrar's Office

Phone: 216.687.3700

Email: registrar@csuohio.edu

Add/Late Add

Adding classes can be done online through CampusNet through the first week of the term. All subsequent adding must be done with the appropriate late add form and must have confirmation of payment from the Office of Treasury Services. Please follow all directions and deadlines stated on the appropriate late add form, which is available online at <http://www.csuohio.edu/gradcollege/students/forms/index.html>.

Drop/Withdrawal

Dropping/Withdrawing from classes can be done through [CampusNet](#) through the last day to drop a class to be graded "W" for the term. Non-attendance does NOT constitute an official withdrawal from classes. Questions regarding the refund schedule for classes can be directed to the Office of Treasury Services at (216) 687-3615.

Add/Drop forms are available by:

- Contacting your advisor
- Visiting the Registrar's website at <http://www.csuohio.edu/enrollmentservices/registrar/>
- Calling the CSU Registrar's Office 216.687.3700

Check the current *Semester Course Bulletin* for specific add/drop deadline dates at <http://www.csuohio.edu/enrollmentservices/registrar/calendar/>.

Students who wish to withdraw from a course after the deadline must submit a petition to the College of Graduate Studies. *Petition approval is not guaranteed.*

Petition forms are available on the College of Graduate Studies website, at <http://www.csuohio.edu/gradcollege/students/pdf/petitionform.pdf>.

For a refund calendar schedule refer to <http://www.csuohio.edu/offices/treasuryservices/refunds/>

Courses are refunded at 100% if canceled by the university.

Note: The official date of withdrawal (the date the course drop form is received by the Registrar's Office) will be the basis for computing the refund. Failure to attend classes due to personal or employment reasons does not change the refund policy or schedule.

Web Registration

Web Registration is available through CampusNet. You will log into this service using your CSU ID and your personal CampusNet password. You can view the online course schedule, add courses to your schedule, drop courses, and print your final schedule. Use the help screens for any assistance you need with these web pages.

Error Messages

You may receive a message as you begin your registration session that indicates a hold on your registration privileges. If so, you must contact the office indicated and complete the instructions given. As you proceed through your session, you may receive a message about your selection (if a class is closed for example). You will not be able to register for that class through the web. Proceed with the remainder of your course requests. Required permission will have to be requested in person from the academic department and materials submitted to your college or the University Registrar's Office in order to complete registration for the closed class.

Non-Degree Student Registration

Non-Degree seeking students may not register through CampusNet, and must contact the Graduate Advisor in order to enroll.

TUITION AND FEE PAYMENT

Office of Treasury Services

(formerly the Bursar's Office)

Phone: 216.687.3615

E-mail: Bursars.Office@csuohio.edu

Location: Main Classroom (MC) 115

The Office of Treasury Services is responsible for billing and collecting student fees. Information on tuition and fees, payment plan options, and payment methods can be found at:

<http://www.csuohio.edu/offices/treasuryservices/>.

Note: Students registering for classes that begin after the first week of the semester may register during the registration period or may have the opportunity to register at the first class meeting. Students should be prepared to pay for these classes at the beginning of the semester or prior to the first class meeting.

FINANCIAL AID

Office of Financial Aid

Phone: 216.687.3764

E-mail: fao@csuohio.edu

Location: Keith Building (KB) 1300

CSU provides quality education at a moderate cost. Through various financial aid programs, CSU seeks to meet the direct educational expenses (tuition, books, and transportation) of students who have financial need. The major programs of assistance are:

- University scholarships and grants
- Federal Aid programs
- State-supported programs
- Sponsored scholarships

Students seeking information on financial aid opportunities and processes are encouraged to call or visit Campus411 at: <http://www.csuohio.edu/enrollmentservices/financialaid/>.

Financial Aid Application Procedure

To be considered for financial aid, including student loans, students should complete the Free Application for Federal Student Aid (FAFSA) and should list CSU as the institution to receive the results of their FAFSA. Students are encouraged to file all appropriate paperwork as soon as possible to ensure timely awarding of financial aid.

The CSU Federal School Code number is 003032. Students can file online at: <http://www.fafsa.ed.gov/>

TEXTBOOKS**CSU Bookstore**

Phone: 216.687.2128

Website: www.csuohio bookstore.com

Location: 2400 Euclid Avenue

Required texts for CSU courses can be purchased at the CSU Bookstore or reserved or purchased online.

CLASS CANCELLATIONS DUE TO WEATHER

CSU closings can be found on the CSU website: www.csuohio.edu. Off-campus classes are cancelled if the host site is closed. Students may also call the CSU telephone operator for information during bad weather at 216.687.2000 or 1.888.CSUOHIO, ext. 2000.

PARKING SERVICES**Parking Operations**

Phone: 216.687.2023

Location: Chester Building Annex

2300 Chester Avenue

Room 128

<http://www.csuohio.edu/services/parking/>.

Parking hangtags can be purchased online through CampusNet, or in person at the Parking Operations office on campus. Vehicle registration can be done through [CampusNet](#) or in person.

To purchase a parking pass in person, you will need the following:

- Completed Registration Form
- Photo ID (VikingCard, Drivers License or Military ID)
- Course Schedule with CSU ID # included
- Vehicle Plate Number

UNIVERSITY LIBRARY

Phone: 216.687.6953

Location: Rhodes Tower, Floors 1-5

The University Library supports Cleveland State's instructional and research programs through resources and services made available to students and faculty both in-house and over the Internet. The Library provides more than 125 public computers connected to the Internet for access to online resources to conduct research. Information regarding library holdings is available online through SCHOLAR.

The Electronic Course Reserve provides the full text of selected reserve materials online both from inside the Library or remotely from any computer with Internet access. Other Library resources include the Find Articles search, the University Archives, the Virtual Reference Desk and the Center for Research Libraries (CRL) for faculty and staff.

The University's in-house collections are complemented by retrieval and delivery services made possible through resource sharing networks, traditional interlibrary loan, document delivery and OhioLINK. A statewide academic network reporting to the Ohio Board of Regents, OhioLINK provides the Cleveland State community with access to 31 million library items statewide.

Many University Library resources, including Electronic Course Reserves, online databases, and electronic journals are accessible via the web at <http://www.ulib.csuohio.edu/>

LEVIN COLLEGE OF URBAN AFFAIRS FACULTY SPECIALIZATIONS**Urban Planning**

Dr. S. Jang
 Dr. M. Jones
 Dr. S. Kaufman
 Dr. D. Keating
 Dr. W. Kellogg
 Prof. N. Krumholz
 Dr. S. Lee
 Dr. R. Simons (Real Estate)
 Prof. A. Weinstein (Law)

Housing/Neighborhood Development

Dr. T. Bier
 Dr. M. Jones
 Dr. D. Keating
 Prof. N. Krumholz
 Dr. R. Simons
 Mr. P. Star

Historic Preservation/Sacred Landmarks

Dr. V. Benson
 Dr. M. Tevesz
 Dr. M. Wells

Economic Development

Dr. W. Bowen
 Dr. J. Elvery
 Dr. N. Hill
 Dr. L. Ledebur
 Dr. M. Rosentraub
 Dr. R. Simons

Organizational Leadership

Dr. S. Kaufman
 Dr. L. Keller
 Dr. N. Meyer-Emerick
 Dr. V. Vogelsang-Coombs

Health Care Administration

Dr. C. Stivers
 Dr. G. Weiner

Public Administration

Dr. J. Alexander
 Dr. J. Brudney
 Dr. L. Keller
 Dr. N. Meyer-Emerick
 Prof. S. Murray
 Dr. J. Sowa
 Dr. M. Spicer
 Dr. C. Stivers
 Dr. V. Vogelsang-Coombs

Non-Profit Management

Dr. J. Alexander
 Dr. J. Brudney
 Dr. S. Mendel
 Dr. M. Rosentraub
 Dr. J. Sowa
 Dr. C. Stivers

Law and Public Policy

Dr. M. Jones (Public Policy)
 Dr. H. Gorovitz Robertson (Law)
 Prof. A. Weinstein (Law)

Public Management

Dr. J. Alexander
 Mr. T. Cozzens
 Dr. L. Keller
 Prof. S. Murray
 Mr. C. Phelps
 Mr. K. O'Brien
 Dr. M. Spicer
 Dr. C. Stivers
 Dr. V. Vogelsang-Coombs

Urban Management

Dr. J. Alexander
 Dr. S. Kaufman
 Dr. V. Vogelsang-Coombs

Urban Policy Analysis

Dr. M. Jones
 Dr. N. Hill
 Dr. S. Kaufman
 Prof. N. Krumholz
 Dr. R. Steinbacher

Geographic Information Systems (GIS)

Dr. S. Jang
 Dr. S. Lee
 Dr. B. Mikelbank
 Dr. M. Salling
 Mr. J. Wyles

Housing/Neighborhood Development (Ph.D.)

Dr. M. Jones
 Dr. D. Keating
 Prof. N. Krumholz
 Dr. B. Mikelbank

Environmental Studies

Dr. W. Bowen
 Dr. M. Kaufman
 Dr. S. Kaufman
 Dr. W. Kellogg
 Dr. N. Meyer-Emerick
 Dr. H. Robertson (Law)
 Dr. R. Simons
 Dr. M. Tevesz

Research Methods

Dr. W. Bowen
 Dr. S. Kaufman
 Dr. C. Stivers

Real Estate

Dr. R. Simons
 Dr. J. Webb (Business)

RESOURCES:

Maxine Goodman Levin College of Urban Affairs Homepage: <http://www.urban.csuohio.edu>

Frequently Called Levin College Numbers

MAES Program Director: Dr. Sanda Kaufman	(216) 687-2367
Graduate Advising: Joan Demko	(216) 523-7522
Graduate Assistantships/Internships: Rachel Singer	(216) 687-2388
Office of Student Services	(216) 687-3884
Scholarships	(216) 687-3884
Career Planning Services	(216) 687-2233
Dean's Office	(216) 687-2135

Cleveland State University Homepage: <http://www.csuohio.edu>

Frequently Called Cleveland State University Numbers

Admissions	(216) 687-2100	http://www.csuohio.edu/admissions
Admission, Graduate	(216) 687-9371	http://www.csuohio.edu/gradcollege/admissions/apply.html
Affirmative Action Office	(216) 687-2223	http://www.csuohio.edu/offices/affirmativeaction/index.html
Athletics Dept. and Intramurals	(216) 687-4800	http://csuvikings.com/
Black Studies Program	(216) 687-5461	http://www.csuohio.edu/class/blackstudies/
Bookstore	(800) 325-3252	http://www.csuohiobookstore.com/
Office of Treasury Services	(216) 687-3615	http://www.csuohio.edu/offices/treasuryservices/
Career Services Center	(216) 687-2233	http://www.csuohio.edu/career
Counseling/Testing Center	(216) 687-2277	http://www.csuohio.edu/offices/counselingtesting/
Continuing Education	(216) 687-4850	http://www.csuohio.edu/ce
Disabilities Services	(216) 687-2015	http://www.csuohio.edu/offices/disability/
Financial Aid	(216) 687-9370	http://www.csuohio.edu/enrollmentservices/financialaid/
Housing (On-Campus)	(216) 687-5196	http://www.csuohio.edu/services/reslife/index.html
Housing (Off-Campus)	(216) 687-2011	http://www.csuohio.edu/services/reslife/offcampus/
ID Center (Viking Card Office)	(216) 687-9888	http://www.csuohio.edu/services/vcard/
International Student Services	(216) 687-3910	http://www.csuohio.edu/offices/international/
Library Services	(216) 687-2486	http://www.ulib.csuohio.edu/
Parking Operations	(216) 687-2023	http://www.csuohio.edu/services/parking/
Police Department & Safety Escorts	(216) 687-2020	http://www.csuohio.edu/offices/police/
Registrar's Office	(216) 687-3700	http://www.csuohio.edu/enrollmentservices/registrar/
Student Life	(216) 687-2048	http://www.csuohio.edu/studentlife/
Tutorial Services	(216) 687-2012	http://www.csuohio.edu/academic/advising/tutoring/
Student Government Association	(216) 687-2262	http://www.csuohio.edu/studentlife/studentorgs/sga.html
Women's Comprehensive Program	(216) 687-4674	http://www.csuohio.edu/class/wcp/

**MASTER OF SCIENCE IN URBAN STUDIES
CURRICULUM PLAN**

TERM ADMITTED _____

NAME _____ CSU ID# _____

STUDENTS MUST COMPLETE A **MINIMUM OF 40 CREDIT HOURS**, CONSISTING OF CORE COURSES AND A SPECIALIZATION AREA, INCLUDING ELECTIVE COURSES AND AN EXIT PROJECT IF NEEDED.

CORE (16 credit hours)	Term taken	Grade
UST 601: Applied Quantitative Reasoning I	(4) _____	_____
UST 603: Public Finance and Economics	(4) _____	_____
UST 605: Urban Spatial Structures	(4) _____	_____
UST 606: Technology and Evolution of Human Settlements	(4) _____	_____

SPECIALIZATION AREAS (24 credit hours) – Required courses in bold

ECONOMIC DEVELOPMENT – 12 hours required/12 hours electives

UST 626: Workforce Development	(4) _____	_____
UST 615: Economic Development and Budgetary Policy	(4) _____	_____
UST 689: Capstone-Economic Development Plans & Strategies	(4) _____	_____
UST 602: Applied Quantitative Reasoning II	(4) _____	_____
UST 621: Labor Market Analysis	(4) _____	_____
UST 622: Economic Development Policy	(4) _____	_____
UST 624: Anti-Poverty Policy	(4) _____	_____
UST 627: Urban Tourism, the Urban Core & Economic Development	(4) _____	_____
UST 642: Introduction to GIS	(4) _____	_____
UST 693: Special Topics	(4) _____	_____
_____	() _____	_____

URBAN POLICY ANALYSIS – 16 hours required/8 hours electives

UST 602: Applied Quantitative Reasoning II	(4) _____	_____
UST 616: Systems and Processes of Policy Development	(4) _____	_____
UST 633: Budgetary Policy	(4) _____	_____
UST 698: Exit Project or UST 699: Thesis	(4) _____	_____
UST 573: Columbus Seminar	(4) _____	_____
UST 574: Washington Seminar	(4) _____	_____
UST 622: Economic Development Policy	(4) _____	_____
UST 625: Strategic Thinking in Policy	(4) _____	_____
UST 662: Urban Housing Policy	(4) _____	_____
UST 670: Introduction to Law and Public Policy	(4) _____	_____
_____	() _____	_____

URBAN REAL ESTATE DEVELOPMENT 20 hours required /4 hours electives

UST 610: Urban Development Process/Market Analysis	(4) _____	_____
UST 623: Urban Development Finance	(4) _____	_____
FIN 610: Real Estate Finance	(4) _____	_____
FIN 612: Real Estate Investments	(4) _____	_____
UST 689: Capstone - Economic Development Plans & Strategies or UST 698 Exit Project or UST 699 Thesis	(4) _____	_____
PDD 608: Urban Design Seminar	(4) _____	_____
PDD 609: Planning Law	(4) _____	_____
UST 626: Economics & Workforce Development Policy & Practice	(4) _____	_____
_____	() _____	_____

PUBLIC FINANCE – 20 hours required/4 hours electives

UST 615: Economic Development & Budgetary Policy	(4)	_____	_____
UST 623: Urban Development Finance	(4)	_____	_____
UST 626: Economic & Workforce Development: Policy & Practice	(4)	_____	_____
UST 633: Budgetary Policy	(4)	_____	_____
UST 689: Capstone-Economic Development Plans & Strategies or UST 698: Exit Project or UST 699: Thesis	(4)	_____	_____
UST 602: Research Design and Evaluation	(4)	_____	_____
UST 651: Environmental Finance and Capital Budgeting	(4)	_____	_____
_____	()	_____	_____

COMMUNITY AND NEIGHBORHOOD DEVELOPMENT – 20 hours required/4 hours electives

UST 602: Applied Quantitative Reasoning II	(4)	_____	_____
UST 660: Neighborhood Planning	(4)	_____	_____
UST 664: Neighborhood Development	(4)	_____	_____
PAD 550: Institutional Development of Nonprofit Organizations	(4)	_____	_____
UST 698: Exit Project or UST 699: Thesis	(4)	_____	_____
UST 510: Proposal Writing and Program Development	(4)	_____	_____
UST 512: Managing Urban Diversity	(4)	_____	_____
UST 553: Environmental Planning and Urban Sustainability	(4)	_____	_____
UST 610: Urban Development Process/Market Analysis	(4)	_____	_____
UST 624: Anti-Poverty Policy	(4)	_____	_____
PAD 651: Fundraising/External relations in NP's	(4)	_____	_____
UST 662: Urban Housing Policy	(4)	_____	_____
_____	()	_____	_____

LAW AND PUBLIC POLICY – 7 hours required/17 hours electives

LAW 557: Legislation or PAD 617: PA & the Political Process	(4)	_____	_____
LAW 623: Administrative Law or PAD 631: Law & PA	(3)	_____	_____
UST 573: Columbus Seminar	(4)	_____	_____
UST 574: Washington Seminar	(4)	_____	_____
UST 670: Intro to Law & Public Policy	(4)	_____	_____
UST 683: Law & Public Policy Clinic (Prerequisite: UST 670)	(4)	_____	_____
_____	()	_____	_____
_____	()	_____	_____
_____	()	_____	_____

Student Signature _____ Date _____

Reviewed by: _____ Date _____

Comments: