Stanford Public Policy Program

2018-2019 Graduate Student Handbook
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This handbook augments the Bulletin and other University publications and contains program-specific policies, procedures, and degree requirements. The Public Policy Program reserves the right to make changes at any time without prior notice. Further information and resources are available from the Program Director, student services staff, and on our website.

Because graduate school is an active partnership between students and the program, students are expected to familiarize themselves with this information and to seek clarification as needed. Additionally, it is each student's responsibility to review the Graduate Handbook on an annual basis.

Mission Statement and Learning Outcomes

The mission of the graduate program in Public Policy is to offer the advanced skills necessary to assess the performance of alternative approaches to policy making and implementation, evaluate program effectiveness, understand the political constraints faced by policymakers, and appreciate the conflicts in fundamental human values that often animate policy debate.

The Public Policy Program provides graduate students with the opportunity to earn two distinct graduate degrees: 1) a Master’s in Public Policy (M.P.P.), a two-year program leading to a professional degree; and 2) a Master of Arts in Public Policy (M.A.), a one-year program not intended as a professional degree. Students pursuing the M.P.P. and M.A. degrees largely follow the same core curriculum requirements in the first (and only, for M.A. students) year of study. M.A. students apply the skills gained in the core curriculum by completing a 5-unit Master's thesis that they work on throughout the three quarters during which they are completing the M.A. requirements. M.P.P. students apply skills gained in the core curriculum in a multi-quarter practicum and in concentration coursework.

Students may also earn an M.A. through admittance into the coterminal Master’s program. Coterminal M.A. students follow one of three tracks to fulfill the M.A. degree requirements; the specific track is based upon the undergraduate major coursework undertaken.

Graduate Degree Offerings

M.P.P. Degree

The Graduate Program in Public Policy offers a Master of Public Policy (M.P.P.), a two-year program leading to a professional degree. The M.P.P. degree is available to
current Stanford graduate students, seniors, external applicants applying to a joint degree, and recent Stanford alumni.

**M.A. Degree**

The Graduate Program in Public Policy offers a Master of Arts (M.A.), a one-year program not intended as a professional degree. The M.A. degree is only available to current Stanford graduate students and undergraduate students via the coterminal degree.

**Coterminal M.A. Degree**

The coterminal M.A. in Public Policy is a program designed to impart the basic analytical tools of public policy analysis for non-public policy majors, and to permit public policy majors to specialize in an applied field of policy analysis. Most students complete their M.A. in a fifth year at Stanford; occasionally, and with careful course planning, students may be able to complete their B.A. and coterminal M.A. in the fourth year.

There are three tracks for the coterminal M.A. degree: one for Public Policy majors (Track A), one for Econ majors (Track B), and one for all other majors (Track C).

The coterminal M.A. is also a gateway to the M.P.P. degree program. Stanford undergraduates may apply for the coterminal M.A. in Public Policy and then, after one quarter, apply to the M.P.P. program by submitting an unofficial transcript and statement of purpose. Students accepted to the M.P.P. program must first confer their undergraduate degree, then submit the Graduate Authorization Petition, withdraw from the M.A. degree program, add the M.P.P., and complete the requirements for the 90-unit M.P.P. degree. This does not reduce the total number of units required for the bachelor’s or master’s degree. Earning the B.A. and M.P.P. typically takes at least five years. Students considering this option should be familiar with the University’s coterminal degree policies and procedures and should consult the Program Director and staff of the Public Policy Program early in their planning.

**Joint Degree Programs**

The following joint degree programs, permitting students to complete requirements for two degrees with a reduced number of total residency units, are also offered:

- Juris Doctor and a Master of Public Policy (J.D./M.P.P.)
- Juris Doctor and a M.A. in Public Policy (J.D./M.A.)
- Doctor of Medicine and a Master of Public Policy (M.D./M.P.P.)
• Doctor of Philosophy in Economics, Education, Management Science and Engineering, Psychology, Sociology, or Structural Biology with a Master of Public Policy (Ph.D./M.P.P.)
• Master of Business Administration and a Master of Public Policy (M.B.A./M.P.P.)
• Master of Arts in Education: Policy, Organization and Leadership subplan and Master of Public Policy (M.A./M.P.P.)
• Master of Arts in International Policy Studies and a Master of Public Policy (M.A./M.P.P.)
• Master of Science in Management Science and Engineering and a Master of Public Policy (M.S./M.P.P.)

Administrative Structure

Program Expectations

Public Policy graduate students are expected to know and abide by University policies and degree requirements, understand University expectations for standards of conduct and academic integrity, understand program policies, degree and graduation requirements, and communicate professionally and effectively.

As part of the Stanford community and in preparation for becoming responsible members of professional communities, graduate students are held to the highest ethical standards. As stated in the Code of Conduct, the University values integrity, honesty and fairness and strives to integrate these values into its teaching, research and business practices.

Other key value statements, including information on academic integrity are available in:

• The Honor Code and Fundamental Standard
• The Bulletin

The program provides students with information about degree requirements, University and program-specific policies and procedures, and helpful resources. Our website is always updated to have the most current information.

Communication

Our program is committed to a diverse, inclusive and respectful community. To that end, we bear a collective responsibility to:

• Be a role model of respect and understanding
• Address issues upon encountering them
• Speak up for colleagues and peers
• Seek guidance from department staff, the Graduate Life Office or other campus resources if you’re not comfortable addressing an issue

The program expects that all communications should be:
• Timely
• Respectful
• Professional

The Office of Accessible Education (OAE) supports students with disabilities, providing a wide array of support services, academic accommodations and programs. The program is fully committed to supporting students with disabilities and providing academic accommodations as recommended by OAE.

Students with academic accommodations should provide course instructors with a copy of the OAE letter at the start of each quarter; academic accommodations will not be granted in the absence of such a letter.

Please note: Per university policy, email to a student’s Stanford email account will be presumed to have been received and read by the student.

**Program Faculty and Staff**

The program is part of Stanford’s School of Humanities and Sciences and is under the leadership of an executive committee with faculty from participating schools and institutions (Business, Economics, Education, Freeman Spogli Institute for International Studies, History, Hoover Institution, Law, Management Science and Engineering, Medicine, Philosophy, Political Science, Psychology, SIEPR, Sociology). The program is overseen by Program Director Gregory Rosston. Additional support is provided by the Directors of the Graduate Practicum Program, Joe Nation and Christine Pal Chee; Program Manager, Priscilla Kilili; and Graduate Student Services Officer, Kelly Walsh. With the exception of Greg Rosston (whose office is in the SIEPR Gunn Building), staff offices are located on the first floor of the Landau Economics Building at 579 Serra Mall. Specific contact details are below.
<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
<th>Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gregory Rosston</td>
<td><a href="mailto:grosston@stanford.edu">grosston@stanford.edu</a></td>
<td>650-725-0722</td>
<td>Room 221 SIEPR Gunn Building, 366 Galvez Street</td>
</tr>
<tr>
<td>Joe Nation</td>
<td><a href="mailto:jnation@stanford.edu">jnation@stanford.edu</a></td>
<td>650-724-9532</td>
<td>Room 129</td>
</tr>
<tr>
<td>Christine Pal Chee</td>
<td><a href="mailto:ctpal@stanford.edu">ctpal@stanford.edu</a></td>
<td>650-725-7407</td>
<td>Room 129</td>
</tr>
<tr>
<td>Priscilla Kilili</td>
<td><a href="mailto:pkilili@stanford.edu">pkilili@stanford.edu</a></td>
<td>650-736-2319</td>
<td>Room 128</td>
</tr>
<tr>
<td>Kelly Walsh</td>
<td><a href="mailto:kelly.walsh@stanford.edu">kelly.walsh@stanford.edu</a></td>
<td>650-721-6594</td>
<td>Room 130</td>
</tr>
</tbody>
</table>
Degree Requirements

Personalized Curriculum

Public Policy graduate students are encouraged to be thoughtful and intentional in their course planning. The interdisciplinary structure of the curriculum offers students the opportunity to structure coursework and enlist the support of faculty based on individual career and academic interests and pursuits. Students can enroll in courses across the university, including at the Schools of Medicine, Education, Law, Business, Engineering and Earth, Energy & Environmental Sciences. Nevertheless, each student’s program must be coherent and approved by their adviser and the Program Director.

At the time of application, all Public Policy M.A. and M.P.P. students must prepare a preliminary program proposal, listing the courses to be completed each quarter, and showing planned units. Once approved by the Program Director, this plan is used by the student, staff and faculty adviser to chart degree progress and is regularly reviewed and updated as needed (generally, this happens each quarter). If course plans change, as they often do, students must submit a new proposal for approval prior to enrolling in any courses taken towards the M.A. or M.P.P.

Prerequisites

Graduate students in Public Policy are expected to be literate in mathematics and microeconomics at a level equivalent to either MATH 51 (Linear Algebra and Differential Calculus of Several Variables) or MATH 21 (Calculus) plus math bootcamp, and ECON 50 (Calculus-based intermediate Microeconomics) before beginning the core curriculum. A no-credit refresher course in mathematics and economics is offered in the two weeks preceding the start of Autumn quarter.

Course Petition Forms

Public Policy students are never required to repeat a course which duplicates or is closely related to material they have already mastered. In such cases, students should, by petition, substitute a different course for a core requirement they have already taken or whose content would be duplicative. The substitute course must be policy relevant, applicable to their academic and career goals, over 100+ level, and taken for a letter grade. This flexibility does not reduce the unit requirements for any degree. Petitions must be submitted to the Graduate Student Services Officer and approved by the Program Director prior to enrolling in the substitute course -
no later than the first Friday of the quarter the course will be taken. Students may access the course petition waiver form on the website.

90-unit M.P.P. Degree

The following individuals may apply to the Stanford M.P.P. program: 1) Current Stanford seniors and recent alumni (defined as those who have graduated in the last five years), using the Graduate Admissions website; and 2) current Stanford University graduate students enrolled in an academic unit at the University that does not offer a joint Public Policy degree. Current Stanford graduate students, with the consent of their primary program, may apply to the M.P.P. program in addition to the degree program in which they are currently enrolled, using the application form available on the Public Policy Program website.

Core Curriculum: M.P.P. students are expected to dedicate one full-time year to the M.P.P. core curriculum, which consists of at least 45 units of applied skills in economics, quantitative methods, organizational behavior, social psychology, political science, political philosophy, ethics, and law. All core courses must be taken for a letter grade and must be completed with an overall grade point average (GPA) of 3.0 or better. All units must be taken in upper division (100+level) courses. For course descriptions, please visit Explore Courses.

<table>
<thead>
<tr>
<th>2018-19 Core Curriculum</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBLPOL 301A Microeconomics</td>
<td>4</td>
</tr>
<tr>
<td>ECON 102A Introduction to Statistical Methods (Postcalculus) for Social Scientists</td>
<td>5</td>
</tr>
<tr>
<td>PUBLPOL 301B Economic Policy Analysis for Policymakers</td>
<td>4</td>
</tr>
<tr>
<td>PUBLPOL 302B Economic Analysis of Law (preferred) OR PUBLPOL 206 Law and Economics</td>
<td>3-4</td>
</tr>
<tr>
<td>PUBLPOL 303D Applied Econometrics for Public Policy</td>
<td>4</td>
</tr>
<tr>
<td>LAW 7508* Problem Solving and Decision Making for Public Policy and Social Change</td>
<td>2-5</td>
</tr>
<tr>
<td>PUBLPOL 306** Writing and Rhetoric for Policy Audiences</td>
<td>4</td>
</tr>
<tr>
<td>PUBLPOL 307 Justice</td>
<td>4</td>
</tr>
<tr>
<td>PUBLPOL 308 Political Analysis for Public Policymakers</td>
<td>4</td>
</tr>
<tr>
<td>PUBLPOL 311 Public Policy Colloquium</td>
<td>3</td>
</tr>
<tr>
<td>Policy Elective Units***</td>
<td>8</td>
</tr>
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</table>

*LAW 7508 is the preferred decision analysis course for M.P.P. students. However, students may opt to take another approved course in its place. Other options include:

- ECON 137 (Decision Modeling and Information)
- GSBGEN 646 (Behavioral Decision Making)
**Requirement for M.P.P. students only. M.A. students may take as an elective.**

***At least two electives are taken during the first year. At least one must be from the Concentration Electives List.***

**Colloquium:** All M.P.P. graduate students are required to attend and enroll in three quarters of PUBLPOL 311: Public Policy Colloquium (3 units total). Attendance and participation are mandatory.

**Practicum:** All M.P.P. graduate students are required to complete the two-quarter practicum course, PUBLPOL 309 Practicum (10 units, Autumn and Winter quarters), and present a report in which interdisciplinary student teams analyze real world policy issues for outside clients.

M.P.P. degree students are not permitted to enroll in PUBLPOL 309: Practicum, without having completed the following core courses: PUBLPOL 301A: Microeconomics; PUBLPOL 301B: Cost-Benefit Analysis and Evaluation; ECON 102A: Introduction to Statistical Methods (Postcalculus) for Social Scientists; PUBLPOL 303D: Applied Econometrics for Public Policy and PUBLPOL 306: Writing and Rhetoric for Policy Audiences.

**Concentration:** M.P.P. students take 35 units of advanced coursework in one of the approved concentrations:

- Education Policy
- Health Care Policy
- International and National Security Policy
- Legal and Regulatory Intervention
- Political and Moral Philosophy
- Resources, Environment, and Energy Policy
- Science and Technology Policy
- Self-designed (requires detailed statement of study goals, relationship of each proposed course to those goals, and commitment by a supervising faculty member)
- Urban Policy

Concentration coursework is designed by students in consultation with an M.P.P. program adviser and approved by the Program Director. The Registrar will list the concentration as a "Degree Subplan." Subplans are printed on the transcript and diploma, and are elected by the student via the Declaration or Change to a Field of Study form.
M.P.P. Sample Schedule:

<table>
<thead>
<tr>
<th></th>
<th>Autumn</th>
<th>Winter</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-19</td>
<td>Core Course 1: PUBLPOP 301A</td>
<td>Core Course 1: PUBLPOP 303D</td>
<td>Core Course 1: PUBLPOP 301B</td>
</tr>
<tr>
<td></td>
<td>Core Course 2: ECON 102A</td>
<td>Core Course 2: PUBLPOP 302B</td>
<td>Core Course 2: PUBLPOP 306</td>
</tr>
<tr>
<td></td>
<td>Core Course 3: PUBLPOP 307</td>
<td>Core Course 3: LAW 7508</td>
<td>Core Course 3: PUBLPOP 311</td>
</tr>
<tr>
<td></td>
<td>Core Course 4: PUBLPOP 311</td>
<td>Core Course 4: PUBLPOP 311</td>
<td>Elective 2</td>
</tr>
<tr>
<td>Core Course 5: PUBLPOP 308</td>
<td>Elective 1</td>
<td></td>
<td>Concentration Course 1</td>
</tr>
<tr>
<td></td>
<td>Concentration Course 1</td>
<td>Concentration Course 1</td>
<td>Concentration Course 1</td>
</tr>
<tr>
<td>2019-20</td>
<td>PUBLPOP 309 (Practicum)</td>
<td>Concentration Course 2</td>
<td>Concentration Course 2</td>
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<tr>
<td></td>
<td>Concentration Course 2</td>
<td>Concentration Course 3</td>
<td>Concentration Course 3</td>
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<tr>
<td></td>
<td>Concentration Course 3</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Total Units 90+</td>
</tr>
</tbody>
</table>

45-Unit Non-coterminal M.A. Degree

Any current Stanford University graduate student enrolled in an academic unit at the University that does not offer a joint Public Policy degree may, with the consent of their primary program, apply to the M.A. program in addition to the degree program in which they are currently enrolled.

Candidates for the dual M.A. degree will not be able to count courses counted for their primary degree toward Public Policy M.A. unit requirements. Students who, through previous studies, have equipped themselves at the appropriate level with one or more of the required graduate public policy skills, will be required to substitute for the corresponding public policy course either an advanced course in the same skill or a course in a different subject. All substitutions must be approved in advance by the Program Director via a course waiver petition.

M.A. students are expected to dedicate one full-time year to the Public Policy core curriculum. The core curriculum consists of at least 45 units of applied skills in economics, quantitative methods, organizational behavior, social psychology, political science, political philosophy, ethics, and law as well as a 5-unit thesis. All graduate degree candidates must submit a Master's Degree Program Proposal to the Public Policy office by the end of Autumn Quarter and must amend this proposal formally if plans for meeting the degree requirements change.

All M.A. graduate students are required to attend and enroll in three quarters of PUBLPOP 311: Public Policy Colloquium (3 units total). Attendance and participation are mandatory.

All non-coterminal M.A. students must submit a 5-unit Master's thesis, written under the guidance of an adviser who is a member of the Public Policy affiliated faculty and Stanford’s Academic Council on a topic approved in advance by the
Program Director. Students give the program office the name of their thesis adviser during Autumn Quarter and enroll in PUBLPOL 310: Master of Arts Thesis during quarter(s) of their choosing. The 5 units may be spread over multiple quarters, and an 'N' (continuing course) grade is given during any quarters prior to Spring. The thesis must be submitted to the Public Policy Program office in both electronic and printed form no later than the last Friday in May. The final grade for PUBLPOL 310 is determined solely by the thesis adviser.

All core courses must be taken for a letter grade and must be completed with an overall grade point average (GPA) of 3.0 or better. All units must be taken in upper division (100+ level) courses. For course descriptions, please visit [Explore Courses](#).

The 2018-19 non-coterminal M.A. core curriculum can be found below:

<table>
<thead>
<tr>
<th>2018-19 Core Curriculum</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBLPOL 301A Microeconomics</td>
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<tr>
<td>PUBLPOL 301B Economic Policy Analysis for Policymakers</td>
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<tr>
<td>PUBLPOL 302B Economic Analysis of Law (preferred course) OR PUBLPOL 206 Law and Economics</td>
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</tr>
<tr>
<td>PUBLPOL 303D Applied Econometrics for Public Policy</td>
<td>4</td>
</tr>
<tr>
<td>LAW 7508* Problem Solving and Decision Making for Public Policy and Social Change</td>
<td>2-5</td>
</tr>
<tr>
<td>PUBLPOL 307 Justice</td>
<td>4</td>
</tr>
<tr>
<td>PUBLPOL 308 Political Analysis for Public Policymakers</td>
<td>4</td>
</tr>
<tr>
<td>PUBLPOL 310 Master of Arts Thesis</td>
<td>5</td>
</tr>
<tr>
<td>PUBLPOL 311 Public Policy Colloquium</td>
<td>3</td>
</tr>
<tr>
<td>Policy Elective Units***</td>
<td>4</td>
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</tbody>
</table>

*LAW 7508 is the preferred decision analysis course for M.P.P. students. However, students may opt to take another approved course in its place. Other options include:
- ECON 137 (Decision Modeling and Information)
- GSBGEN 646 (Behavioral Decision Making)

** Students may select any policy elective course that advances their knowledge of the tools of policy analysis or propose a concentration elective course found in the [Stanford Bulletin](#).
Non-coterminal M.A. Sample Schedule:

<table>
<thead>
<tr>
<th></th>
<th>Autumn</th>
<th>Winter</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017-18</td>
<td>Core Course 1: PUBLPOL 301A</td>
<td>Core Course 1: PUBLPOL 301B</td>
<td>Core Course 1: PUBLPOL 301B</td>
</tr>
<tr>
<td></td>
<td>Core Course 2: ECON 102A</td>
<td>Core Course 2: PUBLPOL 302B</td>
<td>Core Course 2: PUBLPOL 311</td>
</tr>
<tr>
<td></td>
<td>Core Course 3: PUBLPOL 307</td>
<td>Core Course 3: LAW 7508</td>
<td>Elective 2</td>
</tr>
<tr>
<td></td>
<td>Core Course 4: PUBLPOL 311</td>
<td>Core Course 3: PUBLPOL 311</td>
<td>Thesis: PUBLPOL 310</td>
</tr>
<tr>
<td></td>
<td>Core Course 5: PUBLPOL 308</td>
<td>Elective 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Thesis: PUBLPOL 310</td>
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</tr>
<tr>
<td></td>
<td><strong>Total Units</strong></td>
<td>45+</td>
<td></td>
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</tbody>
</table>

Coterminal M.A.

The coterminal M.A. in public policy is a structured program designed to impart the basic analytical tools of public policy analysis or to permit public policy majors to specialize in an applied field of policy analysis. Undergraduates with strong academic records may apply for admission to a coterminal Master's program upon completion of 120 units, but no later than the quarter prior to the expected completion of the undergraduate degree. The University requires that units for a given course may not be counted to meet the requirements of more than one degree; that is, no units may be double-counted. In addition, although University policy allows students to count courses towards a coterminal MA taken in the three quarters prior to the first graduate quarter, in most cases Public Policy will not approve courses taken more than two quarters back. All courses counting towards the master's degree NOT considered core requirements must be approved by petition by the Public Policy Program.

Public Policy students are never required to take a course which duplicates material they have already mastered. Students may, by petition, substitute a different course for a requirement whose material would be duplicative.

The coterminal M.A. is also a gateway to the M.P.P. degree program. Stanford undergraduates may apply for the coterminal M.A. in Public Policy and then, after one quarter, apply to the M.P.P. program by submitting an unofficial transcript and statement of purpose. Students accepted to the M.P.P. program must first confer their undergraduate degree, submit the Graduate Authorization Petition to add the M.P.P., and complete the requirements for the 90-unit M.P.P. degree. This does not reduce the total number of units required for the bachelor’s or master’s degree.

Earning the B.A. and M.P.P. typically takes at least five years. Students considering this option should be familiar with the University’s coterminal degree policies and procedures and should consult the director and staff of the Public Policy Program early in their planning. Please note that there is a $125 fee for submitting the Graduate Authorization Petition to change the M.A. to the M.P.P.
Prerequisites
All applicants should have completed, or be currently enrolled in, required preparatory course work prior to application. These courses do not count towards the 45-unit M.A. requirement. Courses should be taken for a letter grade.

- ECON 1: Principles of Economics
- MATH 51: Linear Algebra and Differential Calculus of Several Variables
- ECON 50: Economic Analysis I
- ECON 51: Economic Analysis II OR ECON 52: Economic Analysis III
- ECON 102A: Introduction to Statistical Methods (Postcalculus) for Social Scientists
- ECON 102B: Applied Econometrics

Track Requirements
Students seeking the coterminal M.A. in Public Policy follow one of three tracks through the program:

Track A
Track A is for students whose undergraduate major is Public Policy. This track allows students to complete an additional, upper-division concentration, or extend their undergraduate concentration. Students must also participate in a colloquium and a graduate-level practicum or write a masters thesis. Track A is described in greater detail following the coterminal M.A. graduation requirements.

Track B
Track B is for students whose undergraduate major is Economics. Economics majors typically follow the requirements detailed in Track C; however, many Economics majors take courses for their major that also satisfy the content requirements of the Public Policy coterminal M.A. These courses, if taken for the undergraduate degree, can be used to fulfill content requirements, but not unit requirements, for the Public Policy coterminal M.A. In place of these courses, students may take advanced policy skills courses, or an approved (by petition) policy-related elective. Track B is described in greater detail following the coterminal M.A. graduation requirements.

Track C
Track C is for students whose undergraduate major is not Public Policy or Economics. This track gives students from other academic backgrounds exposure to the tools and frameworks of policy analysis through completion of a core of graduate-level public policy courses. Students must also enroll in a one-unit colloquium for three quarters. Track C is described in greater detail following the coterminal M.A. graduation requirements.
Graduation Requirements

To graduate with a coterminal M.A. in Public Policy, students must:

1. Follow one of the three tracks (A, B, or C) through the program, as described below.
2. Take all courses applied to the coterminal master's degree for a letter grade (with the exception of PUBLPOL 311 Public Policy Colloquium, which is only offered S/NC). For courses with variable units, coterminal students in their graduate career should enroll in the course for 4 units. Courses offered only for S/NC or other non-letter grade system may be applied if a course is only offered with that option. All units must be taken in upper division (100+ level) courses.
3. Secure a faculty adviser within the first two quarters enrolled in the coterminal M.A. degree program. The director and student services staff can assist by suggesting suitable faculty advisers. The adviser need not be affiliated with the Public Policy program, but does need to be a member of Stanford’s Academic Council. (Coterms are encouraged to select an adviser as early as possible.)
4. Achieve a cumulative grade point average (GPA) of 3.0 (B) or better for all courses taken towards the M.A.
5. Coterminal M.A. students who are admitted to the M.P.P. must transfer all applicable M.A. units to the M.P.P. degree.
6. Comply with all relevant University and program deadlines and policies.

Coterminal Track A Requirements

A sample coterminal Track A plan might look like this:

<table>
<thead>
<tr>
<th>2018-19</th>
<th>Autumn</th>
<th>Winter</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>PUBLPOL 309 (Practicum)</td>
<td>PUBLPOL 309 (Practicum)</td>
<td>PUBLPOL 311</td>
</tr>
<tr>
<td></td>
<td>PUBLPOL 311</td>
<td>PUBLPOL 311</td>
<td>Concentration Course 1</td>
</tr>
<tr>
<td></td>
<td>Concentration Course 1</td>
<td>LAW 7508*</td>
<td>Concentration Course 1</td>
</tr>
<tr>
<td></td>
<td>Concentration Course 2</td>
<td>Concentration Course 1</td>
<td>Concentration Course 2</td>
</tr>
<tr>
<td></td>
<td>Concentration Course 3</td>
<td>Concentration Course 2</td>
<td>Concentration Course 3</td>
</tr>
</tbody>
</table>

The following polices are posted on the Public Policy webpage for Degree Requirements and define the parameters for this coursework:

Concentration

Public Policy Track A coterm students must complete 29 or more units in an area of concentration. The concentration is referred to as a degree subplan. Subplans are printed on the transcript and diploma, and are elected via the Declaration or Change to a Field of Study Form.
Each concentration includes a set of gateway courses and a variety of electives. Gateway courses may vary year to year based on availability. Review the Stanford Bulletin for current gateway courses. Students must present a coherent written study plan (via the Coterm Concentration Form) to support concentration course choices, designed in consultation with a faculty adviser and approved by the Program Director. At least one faculty adviser must be a member of the Academic Council. Concentration options for Track A coterminal students are the same as those offered to M.P.P. students and currently include:

- Education Policy
- Health Care Policy
- International and National Security Policy
- Legal and Regulatory Intervention
- Political and Moral Philosophy
- Resources, Environment, and Energy Policy
- Science and Technology Policy
- Self-designed (requires detailed statement of study goals, relationship of each proposed course to those goals, and commitment by a supervising faculty member)
- Urban Policy

Additional Requirements
- Colloquium: All Public Policy graduate students are required to attend and enroll in three quarters of PUBLPOL 311: Public Policy Colloquium. Attendance and participation are mandatory.
- Capstone: Completion of PUBLPOL 309: Practicum or a faculty-supervised internship or thesis.
- Concentration Courses and Electives: All 45 units must be taken in upper division (100+ level) courses, and at least 25 of those units must be at the graduate level (200-level and above).
- Track A students are required to choose a Decision-Making course. LAW 7508 is the preferred decision analysis course for M.A. students. However, students may opt to take another approved course in its place. Other options include:
  - ECON 137 (Decision Modeling and Information)
  - GSBGEN 646 (Behavioral Decision Making)

Transitioning to M.P.P.
Track A students who are accepted into the M.P.P. program take advanced courses in those subjects where the standard M.P.P. curriculum would duplicate undergraduate coursework.
Coterminal Track B Requirements

A sample coterminal Track B plan might look like this:

<table>
<thead>
<tr>
<th>Autumn</th>
<th>Winter</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-19</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Core Course 1:</td>
<td>Core Course 1:</td>
<td>Core Course 1:</td>
</tr>
<tr>
<td>PUBLPOL 307</td>
<td>LAW 7508</td>
<td>PUBLPOL 301B</td>
</tr>
<tr>
<td>Core Course 2:</td>
<td>Core Course 2:</td>
<td>Core Course 2:</td>
</tr>
<tr>
<td>PUBLPOL 311</td>
<td>PUBLPOL 311</td>
<td>PUBLPOL 305B</td>
</tr>
<tr>
<td>Core Course 3:</td>
<td>Concentration</td>
<td>Core Course 3:</td>
</tr>
<tr>
<td>PUBLPOL 308</td>
<td>Course 1</td>
<td>PUBLPOL 311</td>
</tr>
<tr>
<td>Concentration</td>
<td>Concentration</td>
<td>Concentration</td>
</tr>
<tr>
<td>Course 1</td>
<td>Course 2</td>
<td>Course 1</td>
</tr>
<tr>
<td>Elective 1</td>
<td>Elective 1</td>
<td>Elective 1</td>
</tr>
<tr>
<td>(instead of PUBLPOL 206)</td>
<td>(instead of PUBLPOL 204)</td>
<td>(instead of PUBLPOL 204)</td>
</tr>
</tbody>
</table>

The following polices are posted on the Public Policy webpage for Degree Requirements and define the parameters for this coursework:

Economics majors typically follow the requirements detailed in Track C; however, many Economics majors take courses for their major that also satisfy the content requirements of the Public Policy coterminal M.A. The following Economics courses, if taken for the undergraduate degree, can be used to fulfill content requirements, but not unit requirements, for the Public Policy coterminal M.A. In place of these courses, students may take advanced policy skills courses, or an approved (by petition) policy-related elective:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 150</td>
<td>Economic Policy Analysis (fulfills the PUBLPOL 204 or PUBLPOL 301B requirement)</td>
</tr>
<tr>
<td>ECON 154</td>
<td>Law and Economics (fulfills the PUBLPOL 206 or PUBLPOL 302B requirement)</td>
</tr>
<tr>
<td>ECON 102C</td>
<td>Applied Econometrics (fulfills the PUBLPOL 205, ECON 102C, PUBLPOL 303D, STATS 202 requirement)</td>
</tr>
</tbody>
</table>

Core Courses

Students must complete one course from each of the following categories. Each course must be taken for 4 units, with the exception of the advanced econometrics requirement.

Politics
- PUBLPOL 201: Politics and Public Policy
- PUBLPOL 308: Political Analysis for Public Policymakers

Law and Economics
- PUBLPOL 206: Law and Economics
- PUBLPOL 302B: Economic Analysis of Law

Economic Analysis
- PUBLPOL 204: Economic Policy Analysis
- PUBLPOL 301B: Cost-Benefit Analysis and Evaluation
Decision Making
- LAW 7508: Problem Solving and Decision Making for Public Policy and Social Change*
- ECON 137: Decision Modeling and Information
- GSBGEN 646: Behavioral Decision Making

Political and Moral Philosophy
- PUBLPOL 307: Justice

Organizations
- MS&E 280: Organizational Behavior: Evidence in Action
- PSYCH 138: Wise Interventions
- PUBLPOL 305B: Public Policy and Social Psychology: Implications and Applications

Applied Econometrics
- PUBLPOL 205: Empirical Methods in Public Policy**
- PUBLPOL 303D: Applied Econometrics for Public Policy
- ECON 102C: Advanced Topics in Econometrics
- STATS 202: Data Mining and Analysis

*Preferred decision analysis course for Public Policy students
**Preferred econometrics course for Public Policy students

Additional Requirements
- Concentration: Complete a concentration of at least 15 units, under the guidance of a faculty advisor and the Public Policy Program Director (via the Coterm Concentration Form). Students must select a faculty adviser within the first two quarters. (Cotermis are encouraged to select an advisor as early as possible.) Advisers must confirm that the courses proposed are likely to be taught during the applicable period, or that appropriate substitute courses are available. Students may refer to the Concentrations Page for coterminal Track A students, for a selection of pre-approved elective courses. Public Policy student services staff can verify scheduling of courses. The faculty adviser must be a member of the Academic Council.
- Colloquium: All Public Policy graduate students are required to attend and enroll in three quarters of PUBLPOL 311: Public Policy Colloquium. Attendance and participation are mandatory.
- Electives: Students must petition to count additional advanced policy skills courses (if needed) to meet the 45-unit degree requirement. All 45 units must be taken in upper division (100+ level) courses and at least 25 of those units must be taken at the graduate level (200-level and above).
Coterminal Track C Requirements

A sample coterminal Track C plan might look like this:

<table>
<thead>
<tr>
<th>Autumn</th>
<th>Winter</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-19</td>
<td>Core Course 1: PUBLPOL 307</td>
<td>Core Course 1: LAW 7508</td>
</tr>
<tr>
<td>Core Course 2: PUBLPOL 206</td>
<td>Core Course 2: PUBLPOL 205</td>
<td>Core Course 2: PUBLPOL 305B</td>
</tr>
<tr>
<td>Core Course 3: PUBLPOL 311</td>
<td>Core Course 3: PUBLPOL 311</td>
<td>Core Course 3: PUBLPOL 311</td>
</tr>
<tr>
<td>Core Course 4: PUBLPOL 308</td>
<td>Concentration Course 1</td>
<td>Concentration Course 1</td>
</tr>
<tr>
<td>Concentration Course 1</td>
<td>Concentration Course 2</td>
<td>Concentration Course 2</td>
</tr>
</tbody>
</table>

The following policies are posted on the Public Policy webpage for Degree Requirements and define the parameters for this coursework:

Students who will not have completed the Public Policy undergraduate core curriculum follow Track C, which consists of at least 45 units of core subjects in the analysis of public policy.

Core Courses
Students must complete one course from each of the following categories. Each course must be taken for 4 units, with the exception of the advanced econometrics requirement.

Politics
- PUBLPOL 201: Politics and Public Policy
- PUBLPOL 308: Political Analysis for Public Policymakers

Law and Economics
- PUBLPOL 302B: Economic Analysis of Law
- PUBLPOL 206: Law and Economics

Economic Analysis
- PUBLPOL 204: Economic Policy Analysis
- PUBLPOL 301B: Cost-Benefit Analysis and Evaluation

Decision Making
- LAW 7508: Problem Solving and Decision Making for Public Policy and Social Change*
- ECON 137: Decision Modeling and Information
- GSBGEN 646: Behavioral Decision Making

Political and Moral Philosophy
- PUBLPOL 307: Justice

Organizations
- MS&E 280: Organizational Behavior: Evidence in Action
• PSYCH 138: Wise Interventions
• PUBLPOL 305B: Public Policy and Social Psychology: Implications and Applications

Applied Econometrics
• PUBLPOL 205: Empirical Methods in Public Policy**
• PUBLPOL 303D: Applied Econometrics for Public Policy
• ECON 102C: Advanced Topics in Econometrics
• STATS 202: Data Mining and Analysis

*Preferred decision analysis course for Public Policy students
**Preferred econometrics course for Public Policy students

Additional Requirements
• Concentration: Complete a concentration of at least 15 units, under the guidance of a faculty adviser and the Public Policy Program Director (via the Coterm Concentration Form). Students must select a faculty adviser within the first two quarters. (Coterms are encouraged to select an adviser as early as possible.) Advisers must confirm that the courses proposed are likely to be taught during the applicable period, or that appropriate substitute courses are available. Students may refer to the Concentrations Page for Track A coterm students, for a selection of pre-approved elective courses. Public Policy student services staff can verify scheduling of courses. At least one faculty adviser must be a member of the Academic Council.
• Colloquium: All Public Policy graduate students are required to attend and enroll in three quarters of PUBLPOL 311: Public Policy Colloquium. Attendance and participation are mandatory.
• Electives: Students must petition to count additional advanced policy skills courses (if needed) to meet the 45-unit degree requirement. All 45 units must be taken in upper division (100+ level) courses and at least 25 of those units must be taken at the graduate level (200-level and above).

Joint Degrees

A joint degree is regarded by the University as distinct from either of its component degrees, and requirements for the joint degree differ from the sum of the requirements for the individual degrees.

Up to a maximum of 45 units, or one year, of the University residency requirement can be credited toward both graduate degree programs (i.e., the joint degree requirements may contain up to 45 units less than the sum of the individual degree unit requirements). For example, a J.D./M.P.P. has a four-year residency requirement, one year less than the sum of the requirements for the separate degrees. This recognizes that there is a subject matter overlap between the fields.
comprising the joint degree. The Public Policy Program strives to encourage an intellectual, professional, and social community among its students. For this reason, joint degree students are expected to devote one year of full-time study at Stanford (usually the second) entirely to the Public Policy Program, rather than spacing Public Policy courses throughout their graduate careers. Unavoidable scheduling conflicts involving joint degree students may be mitigated by substitution of equivalent courses approved in advance by petition.

Joint degree students are expected to have and to consult regularly with an adviser who is an Academic Council member. The adviser is generally a member of the faculty of both degree programs. The Program Director and staff are available to make adviser recommendations.

In order to take advantage of the reduced residency requirement, joint M.P.P. students must define their area of concentration from among courses offered in their non-Public Policy program. Students wishing to concentrate in another field should apply for a dual, rather than a joint, M.P.P. degree.
University Requirements

Policies and Procedures

Students are responsible for familiarizing themselves with the location and content of University policies and procedures that pertain to their degree programs. Here are four helpful policy resources:

- The Stanford Bulletin is the official statement of University policies, procedures, and degree requirements.

- Graduate Academic Policies and Procedures (GAP) Handbook includes information specific to graduate students, including general requirements, academic progress, University milestones, and graduate aid policy.

- The Administrative Guide contains policies related to graduate student employment and assistanships.

- The Research Policy Handbook contains a collection of policies, guidelines, and general information related to research at Stanford University.

Required Training

All new graduate students must complete mandatory Title IX Training within the first ten weeks of their graduate career. There are two parts to the training with a 21-day intercession between parts 1 and 2. See the Title IX website to access the training, and for deadlines to complete it to avoid a hold on winter registration.

Registration

Graduate students must enroll in courses for all terms of the regular academic year (Autumn, Winter, and Spring quarters) from the admission term until conferral of the degree. The only exception to this requirement occurs when the student is granted an official leave of absence (See GAP 5.3, Leaves of Absence and Reinstatement).

Matriculated graduate students are expected to enroll in at least eight units during each academic quarter, although schools and departments may set a higher minimum. Petitions for programs of fewer than 8 units must be signed by the student's department and submitted for consideration to the Office of the Registrar. Graduate students are normally expected to enroll in no more than 24 units per quarter (students in programs in the Schools of Humanities & Sciences, Engineering, Earth Sciences and Education will pay tuition for each unit over 18. The schools of Medicine, Law and Business do not charge for units above 18). Registration for more than 24 units must be approved by the student's home department. For more
information on registration, enrollment, and progress requirements visit the graduate student handbook, GAP 3.11, Registration, Enrollment and Academic Progress: Policy.

**Dual and Joint Degrees**

Students who have attended Stanford for at least one quarter and who are currently enrolled may submit a [Graduate Program Authorization Petition](#) to seek to make one of the following changes:

1. Change to a new degree program in the same department
2. Change to a new degree program in a different department
3. Add a new degree program in the same or a different department to be pursued with the existing program; students pursuing a doctoral or Engineering degree who wish to obtain a master's degree in the same department should use the [Graduate Program Authorization Petition](#).

The Graduate Program Authorization Petition is submitted by the student through Axess to the department in which admission is requested. If applying for a higher degree program, students may also be required to submit other application materials such as GRE Subject Test scores, a statement of purpose, or new letters of recommendation. Decisions on these petitions are made by the programs or departments to which they are directed, and are at the discretion of those programs or departments.

International students changing departments or degree programs must also obtain the approval of the Foreign Student Advisor at the [Bechtel International Center](#). If the requested change lengthens their stay, they also are required to submit verification of sufficient funding to complete the new degree program.

The Graduate Program Authorization Petition is approved by the current and the new department. In addition, petitions from international students will be routed to the Bechtel International Center for review. Upon all approvals, the student's record will automatically update with the requested changes.

If the M.P.P. student is enrolling in a second school where the student will incur a different tuition charge (i.e., Graduate School of Business), the student must also submit a completed [Tuition Agreement for Students with Multiple Programs](#) to determine applicable tuition assessments. This form must be signed by representatives from both schools/programs.

When a student is adding a second degree at a different program level (i.e., when a doctoral student adds a master's degree with a different rate of tuition), the student will be charged the tuition for the higher-level degree. In this situation, doctoral degrees are at a higher level than master's degrees, and therefore the doctoral program tuition will be charged ([see GAP 6.1, Graduate Tuition Categories](#)).
**Grades and Exams**

The academic requirements for graduate students include timely completion of university, department, and program requirements, such as admission to candidacy, successful completion of qualifying exams, and so on within the established time limits. Graduate students must also meet the following standards of minimum progress as indicated by units and grades.

Graduate students enrolled for 11 or more units must pass at least 8 units per term by the end of each term. Those registered for fewer than 11 units must pass at least 6 units per term by the end of each term, unless other requirements are specified in a particular case or for a particular program.

In addition, graduate students must maintain a 3.0 (B) grade point average overall in courses applicable to the degree.

Faculty continue to assess academic progress throughout the student’s academic career to ensure timely progress towards degree requirements and satisfactory completion of milestones and to ensure that the student is receiving constructive feedback and connected to helpful resources.

Should a student fail to meet standards for satisfactory academic progress or professional behavior, the student may be dismissed from the program per the [Guidelines for Dismissal of Students for Academic or Professional Reasons](#).

If a student needs to request an Incomplete, they should do so no later than the last class meeting and, if granted, should work with the instructor to confirm the deadline for submission of all outstanding coursework. Per University policy, grades of I (Incomplete) are restricted to cases in which the student has satisfactorily completed a substantial part of the coursework.

**Tuition**

Tuition for the Graduate Program in Public Policy falls under the graduate tuition rate for the School of Humanities and Sciences. For details, see the [2018-19 Tuition Schedule](#).

**Special Registration Statuses**

Graduate students are expected to enroll in full-time study and pay full tuition. Under some circumstances, graduate students may petition to be placed in a lower tuition category.
Doctoral students, Master’s students, and students pursuing Engineering degrees who have completed all degree requirements other than the university oral exam and dissertation (doctoral students) or a required project or thesis (Engineer or Master’s students) and meet the conditions may request Terminal Graduate Registration (TGR) tuition status. Students with more than one active degree program must satisfy the requirements for TGR status in ALL programs in order to request TGR status.

Registration is required for the term in which a student submits a dissertation or has a degree conferred. Students who meet the conditions are eligible to file a Petition for Graduation Quarter, and, upon approval, to be assessed a special tuition rate for the quarter in which they are receiving a degree.

For more information on TGR or Grad quarter, visit GAP 6.1 Graduate Tuition Categories.

In circumstances where continuous enrollment is not possible, students may request a suspension of their enrollment by means of a leave of absence. Failure to be either enrolled by the study list deadline or to be approved for a leave of absence (LOA) by the start of a term will result in the discontinuation of the student’s program. For more information on LOAs visit GAP 5.3 Leaves of Absence.

Commencement

Upon recommendation to the Senate of the Academic Council by the faculty of the relevant departments or schools and the Committee on Graduate Studies, graduate degrees are awarded four times each year, at the conclusion of Autumn, Winter, Spring, and Summer terms. All diplomas, however, are prepared and awarded in Spring Quarter.

Students must apply for conferral of a graduate degree by filing an “Application to Graduate” by the deadline for each term. The deadlines are published in the Academic Calendar. A separate application must be filed for each degree program and for each conferral term. Applications are filed through Axess.

Students who miss the deadline for filing their Application to Graduate in Axess must submit a paper request to the Student Services Center, along with a Diploma Distribution form and a brief, typed statement indicating why the student missed the application deadline. Requests for conferral are reviewed by the Office of the Registrar and the student’s department to verify completion of degree requirements. There is a processing fee for a late application to graduate.

Students must be registered in the term of degree conferral. Students with unmet financial obligations resulting in the placement of a hold on their registration cannot receive a transcript, statement of completion, degree certificate, or diploma until the
Hold is released by the Student Financial Services office (See GAP 5.5, Enrollment Holds).

Students are typically expected to apply to graduate during the term in which they expect to be awarded a degree.
Financial Support

Financial Aid

The Public Policy Program does not currently offer financial assistance to graduate students. For information on student loans and other sources of support, please consult the Stanford Financial Aid Office. Students who enter public service employment with local, state, or federal agencies, schools, or certain nonprofit organizations may obtain forgiveness for educational loans, based on years of public service employment.

Graduate students may receive funding from a variety of sources and that funding may take various forms, including fellowships and assistantships. Stanford University maintains policies related to funding as well as limits on additional hourly work.

These policies are located at:
- Graduate Academic Policies and Procedures (GAP 7.1) general funding guidelines and definitions
- Graduate Academic Policies and Procedures (GAP 7.2) fellowships and other stipend support
- Graduate Academic Policies and Procedures (GAP 7.3) assistantships
- Administrative Guide 10.2.1 assistantships policy
- Administrative Guide 10.2.2 student hourly employment
- Bechtel policy and procedures specifically for international students

Students are responsible for:
- Understanding their funding package, including commitments and requirements
- Reviewing and paying their University Bill
- Understanding policies and requirements attached to funding sources (e.g. federal loans, NSF fellowships)
- Responding to requests for letters to donors, if applicable

Stanford University Assistantships

Assistantships are a form of graduate student employment that include both a salary stipend and tuition allowance and are related to the student's academic and professional training and development. Matriculated graduate students may be appointed as a Research Assistant (RA) or as one of the categories of Teaching Assistant (TA). Please see the GAP manual for details on the types of assistantships and percentages of appointments. Note: 50% assistantship = 20 hrs/week, 25% assistantship = 10 hrs/week, etc. See GAP 7.1.2, General Eligibility Requirements.
Additional details on the various types of assistantships, eligibility criteria, rules governing tuition allowance, and other policy matters can be found in Chapter 10.2.1 of the Administrative Guide.

Only matriculated Stanford graduate students may hold assistantship appointments. During the three quarters of the academic year, students must be enrolled in a **minimum of 8 units and a maximum of 10 units** to hold an assistantship appointment (see Chapter 10.2.1.2.b of the Administrative Guide).

The 10-unit maximum enrollment will continue to be in effect even if students wish to pay for additional units out of pocket. Humanities & Sciences does grant exceptions to the 10-unit enrollment limit in exceptional circumstances; however, requests must be made well in advance of the start of the quarter.

International students must be approved for English proficiency before being appointed to any teaching position (please see the Stanford Language Center’s English for Foreign Students Program for details).

M.P.P. students may hold assistantship positions that result in a reduction in units during the first year as long as it does not interfere with the completion of the core course sequence. However, due to the rigor of coursework and acclimation to the program, students are highly encouraged to wait until their second year to serve in an assistantship.

Any Public Policy student pursuing an assistantship must, for the duration of the assistantship, remain in good academic standing, maintain a cumulative GPA of 3.0 or higher, and meet minimum progress requirements as outlined in GAP 3.11, Registration, Enrollment and Academic Progress: Policy.

**Tips and Notes on Finding an Assistantship**

Each year Public Policy will support a limited number of TA positions. These positions, and other hourly paid positions, are forwarded to the graduate student email listserv as they become available.

If you would like to apply for a TA position, please email kelly.walsh@stanford.edu and attach your resume, including relevant undergraduate coursework, and an unofficial transcript. Due to the limited number of assistantships available, positions cannot be guaranteed.

The Public Policy Program also offers various hourly paid positions throughout the year. Please inquire with Program staff about the availability of such positions.
The Department of Economics also offers various TA positions each year. They will advertise campus-wide for Economics positions in Spring Quarter for the following academic year. For other opportunities within Economics, please contact the department directly.

The Department of Political Science generally has a few TA positions available each year. Students are encouraged to introduce themselves to the department directly and submit both a current unofficial transcript and a resume.

Other departments on campus may also offer teaching or research assistantships but have not made formal arrangements with Public Policy. Therefore, students are encouraged to make their own introductions to other departments, research institutions, faculty members, etc.

**Teaching Training**

Below is information about the required trainings and expectations for teaching:

- Clarify responsibilities and tasks with the course instructor
- Be responsive to student inquiries
- Communicate in a timely and professional manner
- Be available and present
- Bring to the attention of the instructor any potential Honor Code violations
- Complete Harassment Prevention Training for the Academic Workplace
- Review the Consensual Relationships Policy
- Complete any departmental-specific trainings
- For international students: Complete the EFS TA Screening

**Teaching Resources**

- [English for Foreign Students TA Screening](#)
- [Office of Accessible Education Teaching Staff](#)
- [Office of Accessible Education Video Resources for TA](#)
- [Office of Community Standards](#)
- [Teaching Commons](#)
- [VPGE Programs in Professional Development](#)
- [Graduate Academic Policies and Procedures (GAP 7.3.1)](#)

**Fellowships**

The Public Policy program has limited academic year fellowships available. The program offers summer fellowship support of up to $5,000, to continuing graduate students interested in completing an unpaid summer internship with a public, private or non-profit organization. The internship must be related to the student’s program of study or career plans. Please visit [Summer Internship Fellowship](#) site for more details and application deadlines.
Yellow Ribbon Program

Stanford takes part in the Yellow Ribbon Program that makes additional funds available to students’ education programs without additional charges to the GI Bill entitlement. For more information on this program or activating Veteran Benefits consult the Office for Military-Affiliated Communities.

Emergency and Other Funding to Assist Graduate Students

- **Graduate Student Aid Fund** assists with University fees
- **Graduate Grant-in-Aid Funds** assists with financial emergency or unanticipated expenses
- **Graduate Housing Loan** assists with move-in costs for off-campus housing
- **The Opportunity Fund** assists diversity and first generation undergraduate students with expenses, including travel to a conference
- **Stanford Financial Aid Office**

Additional helpful university Graduate Aid Resources

- **The Student Budget** provides estimated expenses
- **Bechtel** provides information on on-campus employment, CPT, OPT, internships and tax information for international students
- **Student Financial Services** provides information about the bill, tax information, third party sponsor invoices, etc.
- **Mind Over Money** is a free online literacy tool
- **H&S website** includes information about graduate awards and fellowships
- **VPGE** provides information about graduate fellowships
- **Gateway to Financial Activities** provides administrative resources
Advising

Faculty Adviser

All graduate students must submit a signed faculty adviser form by the end of their first quarter. This form is available on the Graduate Forms site. Each joint and dual degree student must have an Academic Council faculty adviser in his or her primary program and another chosen to advise their Public Policy coursework by the end of their first quarter. The adviser need not be affiliated with the Public Policy Program, but does need to be a member of Stanford’s Academic Council.

Faculty advisers serve as intellectual and professional mentors to their graduate students, provide knowledgeable support concerning the academic policies and procedures that pertain to graduate students in the program, help to prepare students to be competitive for employment, and maintain a high level of professionalism in the relationship.

The director and student services staff can assist by providing individualized support in identifying a faculty adviser, if necessary. Alternatively, students may choose to select their own adviser. Selecting an adviser should be viewed as an ongoing and collaborative process with student services staff.

Students who are pursuing only the M.P.P. must specify a concentration, approved by a faculty adviser from the relevant field. Students must confirm with the Graduate Student Services Specialist that the proposed courses likely will be available or that suitable alternatives exist in the event that a given course is unexpectedly withdrawn.

Students are encouraged to communicate clearly and frequently with their adviser. It is important to set expectations with the adviser and to revisit those expectations periodically. VPGE has a number of helpful advising resources, including an advising workshop, as part of their professional development program. VPGE will host a special workshop for Public Policy students on Tuesday, September 24, 2018.

Final Grad Checklists

Every Public Policy graduate student is required to meet with the Graduate Student Services Officer once per quarter to update program proposals and discuss course selection and degree progress. At each student’s initial meeting, a final graduation checklist is created and subsequently updated and adjusted to ensure all requirements are met within the appropriate time frame. Each individual checklist is saved in Box and is accessible to the student.
University Resources

Students are encouraged to seek out and utilize campus resources that support health and wellness. Stanford offers diverse resources including recreation facilities and activity courses, community and academic events, contemplation spaces and programs, public service opportunities, resources for families, and other resources that support physical and mental health.

Graduate Life Office (GLO)

GLO helps graduate students navigate challenges, some of which include:
- Personal issues
- Roommate problems
- Family issues
- Health Concerns
- Academic challenges
- Financial difficulties

Academic Support

- [English for Foreign Students](#) language programs
- [Hume Center for Writing and Speaking](#) support for all stages of the academic program through writing of the dissertation
- [Office of Accessible Education](#) (OAE) support and services for students with disabilities
- [Vice Provost Graduate Education](#) (VPGE) fellowships and other funding, professional development, and networking
- [Vice Provost Teaching & Learning](#) (VPTL) resources to students as both learners and instructors
- [Academic skills coaching](#)
- [H&S Graduate & Undergraduate Studies](#) (GUS) advising, mediation, and student academic grievances

Activities

- [Athletic Events](#)
- [Cardinal Nights](#)
- [Community Centers](#)
- [Graduate Life Office](#)
- [Graduate Student Council](#)
- [Stanford Events](#)
- [Stanford Global Studies](#)

Community

- [Asian American Activities Center](#)
- [Bechtel International Center](#)
- [Black Community Services Center](#)
• Diversity and First-Gen Office
• El Centro Chicana y Latino
• Graduate Community Center
• The Markaz Resource Center
• Native American Cultural Center
• Office for Military-Affiliated Communities
• Queer Student Resources
• Religious Life Office
• Student Activities and Leadership
• Women’s Community Center

Confidential Resources
• Counseling and Psychological Services (CAPS)
• Confidential Support Team (CST) support for students impacted by sexual assault and relationship violence
• Office of the Ombuds
• Religious Life Office
• The Bridge peer counseling
• Vaden Student Health Center

Family Life
• Bechtel International Center
• Dependent Health Insurance
• Lactation Support
• Pregnancy, Childbirth and Adoption (GAP 5.9)
• WorkLife Office

Health and Wellness
• The Bridge peer counseling
• Counseling and Psychological Services (CAPS)
• Confidential Support Team (CST) support for students impacted by sexual assault and relationship violence
• iThrive
• Office of Sexual Assault & Relationship Abuse Education & Response (SARA)
• Recreation and Wellness including Wellness Education courses
• Religious Life Office
• Stanford Ergonomics Program information and tips on how to promote health by decreasing exposure to ergonomic risk factors.
• Vaden Student Health Center
• Wellness Network directory
• Weiland Health Initiative, promotes wellness across gender identities and sexual orientations
• Windhover contemplation center
• 5-SURE safe escort on campus
International Students
• Bechtel International Center
• English for Foreign Students
• Immigration Issues and Resources
• Immigrants’ Rights Clinic

Professional Development
• BEAM Career Education
• Haas Center for Public Services
• Vice Provost for Graduate Education
Job Search and Career Resources

One-on-one Consulting Sessions with Public Policy Faculty & Staff

Meet one-on-one with a Public Policy faculty, staff member or your faculty adviser about your future plans. Depending on your interests and needs, you may discuss:

- Job search strategies and resources
- Specific job openings or internships available
- Career options
- Alumni contacts in your preferred fields

To make an appointment, please contact the person you’d like to meet with directly or set up an appointment through Kelly Walsh (kelly.walsh@stanford.edu)

Networking with Public Policy Alumni

- Public Policy’s internal alumni database
- Public Policy’s LinkedIn network

Support Services for Public Policy Students

- **BEAM**: Stanford Career Education
- **HWC**: Hume Center for Writing and Speaking

Online Resources for Job Postings and Fellowship Announcements

- [Haas Center for Public Service](#)
- [Making the Difference (Federal Jobs)](#)
- [CalOpps (CA State jobs)](#)
- [Policy Jobs World Think Tank Directory](#)
- [Idealist (Nonprofit Opportunities)](#)
- [Brad Traverse Washington Job Listings](#)
Policy-related job, internship, and fellowship opportunities

Note: Most jobs will be entry-level research assistantships or similar. You will considerably enhance your attractiveness if you know statistical and database functions in SAS and Excel.

Bay Area

The Antitrust Division of the U.S. Dept of Justice has a Field Office in San Francisco. You may wish to contact them about research assistant openings. (450 Golden Gate Avenue, Room 10-0101, Box 36046, San Francisco, CA 94102-3478, 415-436-6660, FAX: 415-436-6687)

The Antitrust Division of the California Attorney General’s office is also located in San Francisco. (California Office of the Attorney General, 455 Golden Gate Avenue, Suite 11000, San Francisco, CA 94102)

There are numerous law firms in the Bay Area that have antitrust and intellectual property practices. Some of them hire paralegals and interns, and of those a few may be willing to assign you to work with antitrust or IP lawyers. To find Bay Area firms with such lawyers, search. Here is a partial list of Bay Area law firms that have antitrust and IP practices. To narrow the list to particular locations or specialties, search the Martindale & Hubble Directory.

Alston & Bird LLP
Baker & McKenzie
Davis Polk & Wardwell
Dewey & LeBoeuf LLP
Foley & Lardner LLP
Gibson, Dunn & Crutcher LLP
Goodwin Procter LLP
Howrey LLP
Jones Day
Kirkland & Ellis LLP
Latham & Watkins LLP
Mayer Brown LLP
McCutchen, Doyle, Brown & Enersen, LLP
Mintz, Levin, Cohn, Ferris, Glovsky and Popeo, P.C.
Morgan, Lewis & Bockius LLP
Nixon Peabody LLP
O’Melveny & Myers LLP
Orrick, Herrington & Sutcliffe LLP
Perkins Coie LLP
Ropes & Gray LLP
Shearman & Sterling LLP
Skadden, Arps, Slate, Meagher & Flom LLP
Squire, Sanders & Dempsey LLP
Sullivan & Cromwell LLP
Wilson Sonsini Goodrich & Rosati
There are a handful of economic consulting firms in the Bay Area that hire research assistants right out of college and masters degree students.

**Antitrust/Economic Consulting Firms**

- Analysis Group
- Charles River Associates
- Compass Lexecon
- Cornerstone
- Economists Incorporated
- ERS Group
- NERA
- SPHERE Institute and Acumen LLC

**NGOs and Foundations**

- Asia Foundation
- Google.org
- Hewlett Foundation
- Joint Venture: Silicon Valley
- Packard Foundation
- Public Policy Institute of California
- Silicon Valley Community Foundation
- Skoll Foundation

**Washington, DC**

**Law Firms**

See the Bay Area list above (most are national firms with DC offices). In addition —

- Alston & Bird LLP
- Arnold & Porter LLP
- Baker & Hostetler LLP
- Ballard Spahr Andrews & Ingersoll, LLP
- Bingham McCutchen LLP
- Swidler Berlin LLP
- Cadwalader, Wickersham & Taft LLP
- Cahill Gordon & Reindel LLP
- Chadbourne & Parke LLP
- Holland & Hart LLP
- Hughes Hubbard & Reed LLP
- Kaye Scholer LLP

- Covington & Burling LLP
- Crowell & Moring LLP
- Dewey & LeBoeuf LLP
- Dickstein Shapiro LLP
- Dow Lohnes PLLC
- Drinker Biddle & Reath LLP
- Foley & Lardner LLP
- Fried, Frank, Harris, Shriver & Jacobson LLP
- Fulbright & Jaworski, LLP
- Haynes and Boone, LLP
- King & Spalding LLP
- Kirkland & Ellis LLP
Consulting Firms

See Bay Area list above. Also:

Booz Allen
CRA International
Compass Lexecon
NERA
Economists Inc
Analysis Group
McKinsey & Company
Bain and Co.
Boston Consulting Group

Research Institutes and NGOs

Brookings Institution
American Enterprise Institute
Urban Institute
Resources for the Future
Washington Internship Institute
Institute for Humane Studies
CATO Institute
Peterson Institute
Technology Policy Institute
Competitive Enterprise Institute
Index of Think Tanks
Public Leadership Education Network

U.S. and International Agencies

Antitrust Division, U.S. Dept of Justice
Central Intelligence Agency
Congressional Budget Office
Council of Economic Advisors (White House)
Council on Environmental Quality (White House)
Department of Agriculture  Federal Communications  Commission
Department of Defense  Federal Reserve System
Department of Education  Federal Trade Commission
Department of Energy  Food and Drug Administration
Department of Health and Human Services  International Monetary Fund
Department of Homeland Security  National Institutes of Health and Health Policy
Department of Housing and Urban Development  National Institutes of Health Policy Analysis
Department of Justice  Office of Management and Budget
Department of Labor  Office of Information and Regulatory Affairs (OIRA)
Department of State  Securities and Exchange Commission
Department of the Interior  United States Trade Representative
Department of the Treasury  World Bank

Washington Trade Associations

Trade Associations (directory)

Congressional Committee Staffs

Complete list with URLs of House and Senate Committees and Subcommittees and joint committees

Contact the majority staff director, or a committee Member with whom you have a contact or connection. Or contact one of our alumni who work as a congressional staff member.

Note: Most Members of Congress have offices with unpaid “intern” positions. Typically these are clerical or menial work assignments, such as answering constituent mail. Don’t bother mailing your resume. Obtaining these positions requires knocking on up to 541 doors, perhaps repeatedly, and asking to speak to the staff director. Students frequently start in such positions in order to segue via networking into more meaningful paid positions on Capitol Hill.

Other Possibilities and Career Resources

Gates Foundation (Seattle)

Bridgespan Group (San Francisco, Boston, NY, Mumbai)
Redstone Strategy Group (Boulder, CO and Redwood City, CA)

Federal Reserve Bank of San Francisco

Stanford BEAM

Main NASPAA Website

Public Service Careers

YouTube

Facebook Naspaa

After College Job Site