SOCIOLOGY

CASE WESTERN RESERVE UNIVERSITY
College of Arts and Sciences

# Graduate Handbook



**Department of Sociology**

**Case Western Reserve University**

**Graduate Regulations**

**Effective August 2026**

***Notice of Nondiscrimination:***

Case Western Reserve University prohibits sex- and gender-based discrimination in its education programs and activities, as well as retaliation for asserting the right to be free from such discrimination, in accordance with federal law, including Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681). Sex- and gender-based discrimination includes discrimination based on sex, pregnancy, parental status, gender identity or expression, transgender identity, and sexual orientation. Sex- or gender-based discrimination also includes sexual harassment, sexual assault, sex-based stalking, sexual exploitation, and dating violence or domestic violence.

The Title IX Coordinator in the Office of Equity is responsible for implementing the policy prohibiting sex- and gender-based discrimination.

Anyone impacted by sex- or gender-based discrimination, or who knows of others impacted by sex- or gender-based discrimination, and who would like to report discrimination or seek support for themselves or others, may contact the Title IX Coordinator by telephone, email, text message, or in person during regular business hours, or through the online Office of Equity forms below.

Title IX Coordinator: Rachel E. Lutner

Main Office Phone: 216-368-3066

Text or Call Title IX Coordinator: 216.327.4160

Email: titleix@case.edu

Online forms to report sex- or gender-based discrimination:

Online form for CWRU community members to report and request support

Online form for CWRU community members to report anonymously

Online form for non-CWRU community members to report

Webpages for more information

Campus Location: Nursing Research Building, Suite

1180 2120 Cornell Road, Cleveland, OH 44106

Mailing Address: 10900 Euclid Ave., Cleveland, OH 44106-7108

# Requirements for the Doctorate in Sociology

The regulations covered in this document relate specifically to the doctoral program in the Department of Sociology. Additional forms and expectations are set out by the Office of Graduate Studies. It is the **responsibility of the student** also to be **aware of these regulations, policies, and procedures as well.** These may be found on their webpage: https://case.edu/gradstudies/.

The graduate program in Sociology prepares Ph.D. students for careers as researchers and teachers in academic settings as well as public and private organizations. The Department specializes in the areas of *Sociology of Age and the Life Course*, *Medical Sociology,* and *Social Inequality*.

## Requirements for the Doctoral Degree

Requirements for the Ph.D. degree are as follows: **(1) complete 48 hours of coursework**; **(2) pass two comprehensive examinations**; and **(3) successfully defend an original dissertation project (with a minimum of 18 SOCI 701 hours of dissertation work)**. Ph.D. students will earn an M.A. in Sociology as part of the completion of doctoral requirements.

## 1. COURSEWORK

The doctoral program in Sociology requires the completion of 66 hours of coursework, including 18 hours of SOCI 701 dissertation hours, as specified below. A *Plan of Study* worksheet is available at the back of this *Handbook*. The doctoral program is designed to allow students to earn a Masters degree along the way.

These core requirements reflect the Department's view that expertise in the specialization areas (*Sociology of Age and the Life Course, Medical Sociology,* and *Social Inequality*) must build upon competence in both sociological theory and research methods. In addition, elective courses from other substantive areas of sociology are included in the curriculum. This course list is subject to additions and changes. Check with your advisor before making selections.

**REQUIRED COURSES (24 credit hours)**
**Sociological Theory (6 credits)**
SOCI 400: Development of Sociological Theory
SOCI 401: Contemporary Sociological Theory

**Research Methods (12 credits)**
SOCI 406: Logic of Social Inquiry
SOCI 407: Social Statistics
SOCI 509: Advanced Statistical Analysis
SOCI 514: Qualitative Research Methods

**Required Seminars: Must Take 2 of the 3 (6 credits)**
SOCI 443: Medical Sociology
SOCI 469: Age, Society, and Inequality
SOCI 449: Social Inequality

Students must take the two core seminars and are strongly encouraged to take at least one elective from the third concentration area.

**CONCENTRATION AND ELECTIVE COURSES (24 credit hours)**

Students must select two areas of concentration for their graduate training and complete a minimum of 6 credit hours in each concentration beyond its core seminar. These concentrations define the substantive areas of their comprehensive exams. While students are only required to take 6 credits (two courses) of electives in their area of concentration, it is recommended that students take 3 electives in their concentrations to maximize learning and chances of success on the comprehensive exams.

**Medical Sociology**

SOCI 411: Health, Illness and Social Behavior
SOCI 413: Sociology of Stress and Coping
SOCI 444: Health Disparities
SOCI 445: Sociology of Mental Illness
SOCI 464: Disability in Society
SOCI 465: Health Care Delivery

**Sociology of Age and the Life Course**

SOCI 413: Sociology of Stress and Coping
SOCI 461: The Life Course
SOCI 464: Disability in Society
SOCI 477: Sociology of Population

**Social Inequality**

Foundational (Two Required):
SOCI 428: Capitalism, Cities, and Inequality
SOCI 484: Sociology of Sex(es), Gender(s), and Sexuality(ies)
SOCI 486: Race and Racism
Electives:
SOCI 444: Health Disparities
SOCI 457: Sociology of Human Rights
SOCI 461: The Life Course

**Electives in other Areas of Sociology**

SOCI 410: The Individual in Society
SOCI 415: Comparative-Historical Methods
SOCI 427: Narrative Methods: Life Stories, Oral History, and Sociological Storytelling
SOCI 455: Special Topics
SOCI 460: Sociology of Law
SOCI 470: Sociology of Families, Globally
SOCI 472: Work and Family: U.S. and Abroad
SOCI 485: Ethnography
SOCI 525: Multilevel Models

**Dissertation Hours (18 credits)**

SOCI 701: Dissertation Ph.D.

Note: A limited number of elective courses may be taken outside of the Department of Sociology with **prior approval**. Students cannot substitute courses outside of the department for the 2 minimum electives required for the comprehensive exam. Petitions must be submitted in writing to the Director(s) of Graduate Studies for these courses and must include the description of the course from the *General Bulletin*, the name of the instructor, recent syllabus, and justification for taking the course.

*Independent Studies*

Independent "Readings and Research" courses (601) are allowed as electives on a limited basis. Students must petition for these arrangements, and have the prior approval of both the faculty member and Director(s) of Graduate Studies. **Please Note:** A one-page description of the projects must also be submitted to the Director(s) of Graduate Studies by the beginning of the semester. That description will be included in the student's file. To receive a pass at the end of the term, the student must satisfactorily meet all requirements set forth in that plan.

*Waivers for Previous Graduate Coursework*

Those students who enter the program with previous graduate coursework in Sociology may petition to transfer up to 9 credits (3 courses) to count toward Ph.D. course requirements. A student may be able to receive a waiver for a required course, allowing for additional elective credits in the doctoral program. **All petitions must be submitted in writing to the Director(s) of Graduate Studies, with a copy of the syllabus. Determinations are made on an individual basis.**

*Course Incompletes*

Taking a grade as an Incomplete is a serious matter. It should only be done for reasons of serious health or personal problems. Per Graduate School policy, a grade of Incomplete must be resolved by the 11th week of the next semester. Exceptions to this timeline are approved by the Graduate School, not individual faculty. Incompletes that are not resolved by that date result in the grade of "F" on the student's permanent record.

## 2. TWO COMPREHENSIVE EXAMINATIONS

Students will complete comprehensive exams in two areas of department specialization, *Sociology of Age and the Life Course*, *Medical Sociology*, or *Social Inequality*

The Sociology of Age and the Life Course; Medical Sociology; and Social Inequality comprehensive exams are "reading list" based, meaning that in addition to the required and relevant course work, the student is expected to have mastered the materials provided in the respective reading lists, which include, but are not limited to the syllabi for the required and recommended elective courses in that concentration. Students are also expected to have reviewed the recent literature (past 2-3 years) in their chosen fields as represented by the major journals in the respective areas, as well as to have mastered the canonical knowledge of the field. Previous exams and reading lists are available on Canvas.

While preparing for the exam, you may consult with members of the concentration committee. The list of faculty in each concentration is available in the main office. If you have questions about the process or administration of the exam, please direct those questions to the Director(s) of Graduate Studies.

Comprehensive exams are offered once per semester, in August and February. The format is a 75 hour "take-home" exam. Students receive the exam electronically on the designated Friday at 9am and return the exam electronically at noon on the following Monday. During the exam period, students have access to their materials and resources, but are restricted from seeking help from other persons. Students submit their exam with a code number to enable the blind review by the examiners mentioned above. As with other aspects of the program, this exam format is subject to change. Students requiring testing accommodations should contact Disability Resources (https://case.edu/studentlife/disability/) *a minimum of* one month prior to the exam.

The concentration committee selects three examiners for a given exam. Each examiner reads and evaluates all answers independently. The examination committee then meets to discuss the answers

and their assessments. Exams are blinded to the examiners. The committee, together, determines the final evaluation of each answer and the cumulative grade for the exam. There are three possible grades. Students demonstrating excellence in the area will receive a grade of **Distinction**; students demonstrating general competency will receive a **Pass**; and students failing to demonstrate general competency will receive a **No-Pass**. Students demonstrating low-to-moderate competency may be offered, at the discretion of the comprehensive exam committee, an opportunity to revise all or part of the exam to be re-evaluated for a Pass.

*Timing of Comprehensive Exams in the Program*

Students are eligible to take their first comprehensive exam in the August prior to entering their third year, if the student has completed the required and elective course work in that specialization area. In general, students are expected to begin taking comprehensive exams by the end of their coursework, no later than the August at the beginning of the fourth year in the program. Students with extenuating circumstances can request to delay one exam cycle in writing to the Director(s) of Graduate Studies, who will determine approval. Such a request should justify the delay.

To sign up for an upcoming comprehensive exam, students submit a Graduate Concentration Form to the Department Administrator, listing the courses taken in a particular specialization area and noting Their intent to take the comprehensive exam. The DGS(s), in consultation with the student's faculty advisor, approves each student's registration to take the exam. Students who are enrolled in courses in the Spring semester will not be eligible to sit for the February comprehensive exam.

If a student earns a No-Pass on a comprehensive exam, they are expected to prepare and retake the exam in the same area of concentration at the next comprehensive exam cycle. Exceptions to this timing are possible if the concentration committee recommends extended time for preparation (e.g., auditing a course before retaking the exam). A formal request for extension would still need to be submitted to the DGS(s).

**Per Graduate School policy, students who twice earn a No-Pass on a comprehensive examination in a single concentration will be recommended to the School of Graduate Studies for academic separation.**

## 3. ORIGINAL DISSERTATION

Students must complete a minimum of 18 credit hours of SOCI 701: Dissertation Hours, enrolled with their dissertation advisor.

The Dissertation Committee consists of at least four Case Western Reserve University faculty members, three regular Sociology faculty and one whose primary appointment is outside the Department of Sociology. Composition of the committee, including the outside member, is contingent on approval by the Dissertation Committee Chair. Inside committee members can include faculty with secondary appointments in Sociology.

At the beginning of the fourth year, each student must submit a Dissertation Progress form to the Director(s) of Graduate Studies. This form requires **original signatures of committee members, indicating their willingness to serve on the committee.** No change can occur to dissertation committee composition without the original signature of the new member and **professional communication** to the member who is leaving the committee. All updates to a student's dissertation committee must be filed with the Department Administrator.

The Dissertation Process has four distinct steps: closed prospectus defense; "Works in Progress" presentation; closed dissertation hearing; final public defense. Each must be successfully completed

before the next step can be scheduled.

***Prospectus***

The dissertation process begins with the development and completion of a **prospectus** that locates the proposed work in one or more fields of sociological study, articulates the research question/objective, and describes the design and methods the student proposes to use to answer the question**.**
The prospectus is to be developed in conjunction with their committee. When deemed ready, the student will present and defend their prospectus in a closed hearing, or prospectus defense. The hearing will include the inside and outside committee members, and typically includes a presentation of the project by the student followed by questions from committee members.

The committee must have the complete prospectus at least **two weeks** in advance of the final private defense of the prospectus. At the end of the closed defense, the dissertation committee will discuss and determine whether the student has passed or needs more work in order to achieve a passing of the closed defense All members of the committee must sign off on the Dissertation Progress Form stating agreement that the student has passed the dissertation defense. That form must then be filed in the department office.

**Once a student passes the closed prospectus hearing,** students will be required to present their ongoing dissertation research in the Department's Works in Progress series (see below). This presentation will be scheduled <u>at a point</u> in time of the student's own choosing, prior to completion of the dissertation and scheduling of the closed final dissertation defense. For some students, this may be early in their research process and for others after they have started analyzing or writing results. Students should consult with their Chair and committee members regarding ideal timing. Students cannot schedule a Works in Progress presentation until the semester following successfully passing the closed prospectus hearing.

Defenses are expected to be scheduled during the regular semester, avoiding finals week and fall/spring breaks. Faculty contracts end at spring graduation and do not begin again until mid-August. Faculty may agree to a defense when they are off contract *at their discretion*. Students hoping to defend and graduate in the summer should be in clear communication with their committee at least 6 months in advance. Students must abide by faculty decision about whether to hold a summer defense.

***Works in Progress***

All students are required to present a portion of their ongoing dissertation research at some point between their prospectus defense and their closed dissertation defense. Works in Progress (WIP) is intended for those who have made demonstrable progress since their prospectus defense. <u>This is not a repeat of the prospectus defense presentation.</u> Students are eligible to sign up for a slot only <u>after</u> they have successfully defended their prospectus. However, students should consult with their Chair to determine when it is best to present. Students cannot schedule a WIP without their Chair's approval. When scheduling a WIP, students should make sure their Chair is available to attend and should invite all committee members.

Since this is an opportunity to present a portion of one's ongoing dissertation research to the Department community in order to receive feedback, the timing and content of the presentation will differ among students. Some students may want to solicit feedback on survey instruments or interview scripts prior to commencing data collection. Other students may want to discuss their qualitative data during the coding process. Still others may want to bring a conceptual or empirical dilemma that has arisen while conducting their research. Students should work closely with their Chair to determine when a WIP presentation would most ideal, what will be presented, and what will be asked of the

audience.

Three to four WIP time slots (about once per month) will be announced at the beginning of each semester and these will be filled on a first-come, first served basis. Priority is given to students working on their dissertation research, but unfilled slots can be used for other purposes, such as faculty research, practicing a job talk, etc.

*Format*

WIP events are scheduled for one hour. Presentations are to be approximately 30 minutes and audience questions/feedback is 30 minutes. Audience feedback is an essential part of the process and presenters should be mindful to keep their presentations to no more than 30 minutes. The presentation should be of the caliber of a scientific conference.

***Dissertation***

Once a student has completed the dissertation, then they are ready to begin preparing for the defense process. The steps are outlined below. Please note that this process, including the Graduate School requirements for the defense, requires planning and is the responsibility of the student to plan accordingly and communicate effectively with committee members.

1. Submit a draft of the dissertation to all committee members. Typically, students send chapters to their chair and possibly other committee members prior for review and feedback before this point, but when it is complete, it is time to share the entire draft with all committee members. Committee members then provide feedback on the entire dissertation, typically including required changes or suggestions for making it stronger. Typically, this could span several weeks to several months. Therefore, students should allow ample time for feedback from the committee and should be prepared to make revisions to the dissertation.

2. After sufficient revisions to the dissertation that incorporate the suggestions of the committee members, a *closed hearing* can be scheduled. This is with the approval of all committee members and in coordination with the Dissertation Chair. The scheduled closed hearing should allow the committee at least 3 weeks to review the revised dissertation.

3. At the closed hearing, the student will make a brief presentation of the dissertation and then field questions from the committee. After privately conferring, the committee will let the student know if they are approved for the public defense. It is not unusual for "passing" the closed defense to be conditional on completion of a list of required changes, revisions, or conditions for the dissertation to make it a defensible draft. Thus, such required changes must be successfully completed prior to final submission.

4. Students then submit the *revised* dissertation to the committee. Once the committee deems it ready for defense, students may schedule their public dissertation defense. It may take multiple revisions to satisfy committee requirements and students should be prepared for this. At this point, all committee members must sign off on the Dissertation Progress Form to indicate their agreement that the student is ready to publicly defend the dissertation. The form is then submitted to the Department Administrator. Students should then follow Graduate School policies and timelines for scheduling a defense. [PLEASE NOTE: The Graduate School requires 3 weeks advanced scheduling and this is not negotiable.]

5. The **dissertation defense** is a public event, followed by a closed discussion of the dissertation committee members. Students will give a 45-minute presentation of their dissertation research

and then field questions from the committee, followed by questions from other faculty and then other students and audience members.

As is apparent above, the final stages of the dissertation process take a significant amount of time and planning. Students are *strongly advised* to be aware of the timing required, including School of Graduate Studies deadlines, and to plan ahead accordingly. In most cases, the dissertation needs to be completed – or nearly completed – at the end of the ***prior*** semester before one seeks to graduate. [For instance, the dissertation draft should be circulated to the committee in November/December if one seeks to graduate in the following May.]

*Other Information*

Per Graduate School Guidelines, a public defense requires a public posted an announcement. The Department Administrator will oversee the posting and circulation of the announcement. Students do not announce their own defense date.

On the day of the final defense, **the student is responsible** for providing the committee members with the Final Certification Form from the School of Graduate Studies. It is also the student's responsibility that all forms are submitted to the School of Graduate Studies by the designated deadline.

Students should provide an electronic copy of the final dissertation that is deposited to the Graduate School for permanent record in the Department of Sociology.

**Formal committee meetings, prospectus hearings, and final dissertation defenses will be scheduled during the summer months only at the discretion of the committee.**

## Other Issues Related to Doctoral Study

### *Attendance at ProSem, Colloquia, Writing Group, and Defenses*

Students who receive stipend support from the department are required to attend Professional Seminar (ProSem), Department Colloquia, Works in Progress presentations, and announced Defenses. It is recommended and encouraged that other students in the graduate program attend as well. These are generally announced by email and posted on the department event calendar. Attendance at these events is considered to be part of the intellectual culture of the department and essential for professional socialization. If you are unable to attend an event, send a note to the DGS(s). Absence from such events may be considered during annual Graduate Review.

### *Advising*

The DGS(s) are the primary advisors during coursework and release the advising holds each semester in SIS. When enrolling in SOCI 701: Dissertation Ph.D. credits, students select a faculty member with whom they want to work, contingent on faculty agreement. This does not change the advisor in SIS, which will remain the Director(s) of Graduate Study for the duration of a student's time in the program. However, the Faculty of Record for SOCI 701 assigns your grade of Satisfactory or Unsatisfactory.

### *Academic Requirements in SIS*

The School of Graduate Studies uses Academic Requirements in SIS to monitor student progress in the program. As you complete your required courses, the system checks these off of your list. Exceptions, course waivers, or special permission to take courses outside the department can only be

authorized by the DGS(s) as it will require requests for modifications in Academic Requirements. Worksheets for planning your coursework are available on the Graduate Canvas site.

### *Annual Review of Graduate Students*

Tuition and stipend support will depend upon academic performance and progress, pending available resources, which can vary annually. Any funding in the fourth year and beyond will be contingent on proposed Advanced Study Fellowship plans submitted by students and other departmental circumstances. The Department conducts an annual review of each student. The annual review has two components: (1) Student Self-Assessment, submitted in spring [form available on Canvas]; (2) All-faculty review of each student. The result of this annual review, assessing performance and progress, is provided to each student in a letter delivered during the summer.

Satisfactory Progress in the program is determined by meeting the milestones and timelines set forth in the Handbook. Students who complete coursework and pass comprehensive exams within the set timelines are considered to be making Satisfactory Progress. Beyond these milestones, students are expected to develop and successfully defend a dissertation prospectus within four semesters of passing the second comprehensive exam. Students are expected to complete and successfully defend the dissertation within four years of the prospectus defense. Students who exceed these time frames may be considered "Not in Good Standing" in the program, which may affect future tuition or stipend support.

Other reasons for being "Not in Good Standing" in the doctoral program include, but are not limited to, having multiple "Incomplete" grades or poor professional conduct. The CWRU Graduate Handbook specifies other conditions for remaining in good standing; students are responsible for being familiar with these conditions.

### *Research Assistantship Policy on Work Hours*

Students are responsible for fulfilling the assigned number of assistantship hours each week. Faculty mentors may require on-site work, fieldwork, attending classes (if a TA), holding office hours, or regular research meetings and other tasks related to research, scholarship and teaching. Students should make sure they are clear on the expectations for work and fulfill those expectations. Any concerns regarding schedule, workload, or other issues should first be raised with the faculty member. Unresolved issues can be discussed with the (Co)DGSs or Chair.

Consistent with the Graduate School policy, students receiving a 9-month assistantship (September 1 – May 30) do not have vacation time, except for university holidays. Any deviations from this schedule must be arranged in advance with the approval with your assigned faculty mentors. (https://case.edu/gradstudies/about-the-school/policies-procedures).

### *Out of Area Policy*

For personal or scientific reasons, students may need to move out of the local university area. When this occurs, students must submit an Out of Area form to the DGS(s) with updated contact information. Students who are still taking coursework or have a funded research assistantship must submit a request to the DGS(s) for alternative arrangements. Students should not presume that assistantship responsibilities or academic work will be approved to be performed from outside the local area. Terms for continued department support may include requirements to return to campus on a regular basis.

### *Travel Support*

The department is able to provide limited support to graduate students for travel to conferences or workshops. Students must submit a request in writing to the Chair, stating the purpose of the trip *in advance of the travel*. For conference travel, it is not required that you present a paper or poster to receive funds, but the support level may be lower than for presenters. Travel support is contingent on the department budget and is administered on a first-come, first-served basis. Requests for support can be made at any time in the year, so those with anticipated conference activity in spring should plan accordingly. Presently, the limit is $350 annually per person, and $600 if the student is presenting their dissertation research at the conference. Requests for slightly more funding can be considered on a case-by-case basis. The Graduate School and other centers on campus also provide some travel support to students. You should be aware of these resources as well.

***Petition for Extension to the Graduate School***

All students entering their 5th year since Advancing to Candidacy (usually 8th year of graduate study) are required to file a Petition for Extension with the Graduate School to continue their doctoral study. The Graduate School will place an Administrative Hold on your SIS account until such paperwork is received and approved. The form requires the signature of the DGS and/or Department Chair plus that of the Academic Dean in the College of Arts & Sciences.

To submit and receive the extension, the student must work with their dissertation chair AND committee members to develop a timeline and work plan. The plan will include deadlines and benchmarks to be met in order to earn a Satisfactory for SOCI 701. Once all committee members have approved (and email chain of approvals is sufficient), the student needs to submit the plan and form to petition for extension to the DGS.

***Petition to the Department of Sociology for Reinstatement in the Doctoral Program***

If a student who was separated due to academic performance issues wishes to be considered for reinstatement in the doctoral program of the Department of Sociology, they must submit a written petition that presents significant new evidence of academic progress or growth in identified areas of weakness. Applicants must demonstrate discernible progress and/or provide significant new information concerning competence or skills (e.g., additional training).

In reviewing such petitions, the department faculty will consider the likelihood of success in the program. The faculty may impose specific conditions for reinstatement and may appoint a specific faculty member as the "point person" for advising/overseeing the student's work and progress.

As part of the deliberation, the department may request a detailed timeline and plan for completion of the program. This plan may include, as applicable: plan of study, timeline for taking comprehensive exams, timeline for completion of prospectus and/or dissertation. If requested, this plan could also detail measures to be undertaken to maximize success in the program or accomplish the conditions of reinstatement.

# Requirements for the M.A. Degree

Students will earn a Masters degree in Sociology on the way to the Ph.D. If students wish to earn the Masters degree, below are the degree requirements. No additional coursework is necessary to achieve both degrees, but students must meet the requirements for the Masters degree in coursework and pass one comprehensive exam. The remaining coursework and comprehensive exam count toward the Ph.D.

## 1. COURSEWORK: 30 hours of coursework, as specified below:

**A. Sociological Theory and Research Methods (12 credits)**

SOCI 400: Development of Sociological Theory (3)

SOCI 401: Contemporary Sociological Theory (3)

SOCI 406: Logic of Social Inquiry (3)

SOCI 407: Social Statistics (3)

**B. Required Seminars: Must take 2 out of the 3 (6 credits)**

SOCI 469: Aging in American Society (3)

SOCI 443: Medical Sociology (3)

SOCI 449: Social Inequality (3)

**C. Electives in Sociology (12 credits)**

Six credits must be in one concentration area [*Sociology of Age and the Life Cours*e, *Medical Sociology*, or *Social Inequality]*.

## 2. One Comprehensive Exam

Students pursuing the Ph.D. may apply for the M.A. degree after completing the course work listed above and after having passed a comprehensive exam in one of the concentrations listed above. All of the details are presented in pages 3 - 4 of this Handbook.

Students who are leaving the program at the Masters level (and not pursuing the Ph.D.) will take a Masters-level comp. This comprehensive exam will hold the same expectations of sociological substance, rigor, citation of relevant materials, and high quality writing. The Masters level exam, however, will be shorter in length and students will have five days to complete it. The format of the exam is a "take home" exam, with students receiving the exam electronically at 9am on Monday morning and the student returning the exam no later than Friday at noon in the same week. Exams will be administered in the regular semester (no summer or breaks) and the student must be actively enrolled at CWRU. If the student only needs to take the comprehensive exam, they will enroll in one credit of EXAM 600, with the Director of Graduate Studies as the Instructor of Record.

There are three possible grades: Students demonstrating excellence in the area will receive a grade of Distinction; students demonstrating general competency will receive a Pass; and students failing to demonstrate general competency will receive a grade of No-Pass.

## Plans of Study for Students -Masters & Doctoral Degrees

### A. Masters Degree Plan of Study

| Course Number | Course Name | Semester Taken/Planned |
|---|---|---|
| *Required Foundation Courses (12 credits)* | | |
| Soci 400 | Development of Social Theory | |
| Soci 401 | Contemporary Social Theory | |
| Soci 406 | Logic of Social Inquiry | |
| Soci 407 | Social Statistics | |
| | | |
| *Required Seminars: 2 out of 3 (6 credits)* | | |
| Soci 443 | Medical Sociology | |
| Soci 469 | Aging in American Society | |
| Soci 449 | Social Inequality | |
| | | |
| *Concentration 1 Electives (6 credits)* | | |
| | | |
| | | |
| *General Electives (6 credits)* | | |
| | | |
| | | |

**B. Doctoral Degree Plan of Study (In addition to those listed above under the M.A. Degree)**

| **Course Number** | **Course Name** | **Semester Taken or Planned** |
|---|---|---|
| Soci 509 | Advanced Statistical Analysis | |
| Soci 514 | Qualitative Research Methods | |
| | | |
| *Concentration 2 (6 credits)* | | |
| | | |
| *General Electives (6 credits)* | | |
| | | |
| | | |

* Soci 701 Credits are not included on the Proposed Plan of Study for the Doctoral Degree.