

## Ph.D. in Criminology and Criminal Justice

### Welcome

Welcome to the Doctor of Philosophy in Criminology and Criminal Justice program at the University of Nevada, Las Vegas. This program provides an interdisciplinary, research-oriented perspective for advanced understanding of the nature and causes of crime, consequences of crime and crime control, society's reaction to these phenomena, as well as the organizations that are designed to deter, apprehend, prosecute, and punish criminal offenders. Students are trained to conduct research and teach at the undergraduate and graduate levels in a wide range of criminal justice areas. In addition, students are trained to assume advanced administrative positions in criminal justice agencies, related non-profit agencies, public policy institutes, or the private sector.

Our Criminology and Criminal Justice Ph.D. program capitalizes upon the strengths of our faculty and the unique opportunities that our dynamic city and region provide. We offer a variety of exciting educational opportunities, including training in unique areas such as crowd management, surveillance studies, human trafficking, forensic testimony, and comparative criminal justice. We also offer training in more traditional areas of criminology and criminal justice, including policing, corrections, juvenile delinquency, gender and crime, and white collar/corporate crime.

In addition to traditional course work, students in the program have the opportunity to take several multi-disciplinary electives to customize their own program curriculum. Our interdisciplinary focus helps students to build unique research agendas that make our graduates highly marketable for academic, policy, and practitioner-focused careers. Students also complete both a research and teaching practicum, which provide a more comprehensive education than other Ph.D. programs typically offer.

Our program provides high levels of mentorship and produces nationally and internationally recognized scholars and experts in traditional, innovative, and entrepreneurial areas in criminology and criminal justice. We are committed to assisting you with your academic and career goals and look forward to your future success.

Tamara D. Herold, Ph.D.  
Graduate Coordinator, Criminal Justice

### Mission Statement(s)

The mission of the Doctor of Philosophy in Criminology and Criminal Justice Program is to prepare students for research, teaching and professional employment at universities, research institutes, and criminal justice related agencies, including, governmental agencies, related non-profit agencies, public policy institutes, or the private sector.

### Purpose

The purpose of this handbook is to provide program specific information that is not found in the UNLV Graduate Catalog. Students are responsible for understanding and following the policies and procedures delineated in this document and the UNLV Graduate Catalog, as well as the NSHE Code, UNLV Bylaws, and the UNLV Student Conduct Code. Questions about policies should be directed to the Graduate College: [valarie.burke@unlv.edu](mailto:valarie.burke@unlv.edu) or [emily.lin@unlv.edu](mailto:emily.lin@unlv.edu).

## Department Graduate Faculty

A current listing of the graduate faculty can be found in the UNLV Graduate Catalog. Faculty must hold graduate faculty status to be involved in graduate education at UNLV. For up to date information regarding graduate faculty status in your department, visit the [Graduate Faculty status web page](#).

## Program Information

[Doctor of Philosophy - Criminology and Criminal Justice](#)

[Subplan 1: Post-Bachelor's Track](#)

[Subplan 2: Post-Master's Track](#)

## Contact Information

Department of Criminal Justice

### *Department Chair*

Dr. Joel D. Lieberman

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### *Graduate Coordinator*

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## Program Requirements Subplan 1: Post-Bachelor's Track Program

Program requirements regarding [admission, coursework, and culminating experience are found in the graduate catalog](#).

The Doctor of Philosophy in Criminology and Criminal Justice program (Sub plan 1: Post-Bachelor's Track) is a 90-credit program that requires students to complete course work, a comprehensive exam, a prospectus defense, and a dissertation defense. The program requires the completion of 12 core courses (36 credit hours), 24 credit hours of elective credits (typically eight, three-credit courses), six master's thesis or comprehensive exam credits, six doctoral comprehensive examination credits, and 18 dissertation credits. A full listing of courses and program description are available on the Doctor of Philosophy in Criminology and Criminal Justice program page in the Graduate Catalog.

## Advisory Committee Guidelines for Subplan 1

Formal advisory committees (doctoral comprehensive examination committee and thesis/dissertation committees) are required for the Ph.D. in Criminology and Criminal Justice degree.

Doctoral Comprehensive Examination Advisory Committee. For doctoral comprehensive examination committee guidelines, please refer to the [Ph.D. in Criminology and Criminal Justice page](#) on the UNLV Department of Criminal Justice website for specific requirements, general information, and required forms. Students select three faculty members – one chair and two committee members – to serve as their doctoral comprehensive examination committee. Students are responsible for identifying faculty members with relevant areas of expertise and requesting/obtaining their service as committee participants. The committee chair must be a tenured or tenure-track UNLV criminal justice faculty member. The committee members must also be tenured or tenure-track UNLV faculty members (one may be from another accredited higher education institution with approval from the committee chair). At least one of the two committee members must be a UNLV criminal justice

faculty member, unless exigent circumstances or reasonable justification exists, and prior approval is obtained from the criminal justice graduate coordinator. Students must complete the *Doctoral Comprehensive Examination – Topic and Advisory Committee* form, obtain committee member signatures, and submit the completed form to the graduate coordinator for final approval prior to the last official day of the first semester in which the student enrolls in CRJ 794. Any subsequent changes to the committee should be made in consultation with the doctoral comprehensive examination committee chair and the Graduate Coordinator. Students requesting a change must complete and ensure full execution of a new *Doctoral Comprehensive Examination – Topic and Advisory Committee* form.

Thesis/Dissertation Advisory Committee. For thesis/dissertation advisory committee guidelines, please refer to the Graduate Catalog for specific requirements and information. Four graduate faculty members comprise the thesis/dissertation advisory committees. These faculty members include a chair and two committee members from the Criminal Justice Department and a committee member from another department to serve as the Graduate College Program representative. If approved by the committee chair, a fifth faculty member with UNLV graduate faculty status may serve on the committee. Once a full thesis/dissertation advisory committee is assembled, students are required to complete the *Appointment of Advisory Committee Form* through the [Grad Rebel Gateway portal](#). It is the student's responsibility to fully complete the form and ensure that all required signatures are obtained. The University does not recognize an advisory committee as being formalized without a fully executed *Appointment of Advisory Committee Form*. Any subsequent changes to the committee should be made in consultation with the dissertation chair and the Graduate Coordinator. Students requesting a change must submit a *Change of Advisory Committee Form* through the [Grad Rebel Gateway portal](#). Thesis/dissertation advisory committee changes will not be recognized by the University without a completed *Change of Advisory Committee Form*.

## **Degree Program Benchmarks for Subplan 1**

Master's Thesis or Comprehensive Examination. Post-bachelor Criminology and Criminal Justice doctoral program students can earn their M.A. in Criminal Justice during the course of their studies and prior to completing all doctoral degree requirements. During the second year of study, students should complete one of two culminating experiences: (1) a comprehensive examination or (2) a master's thesis.

1. Students who choose to complete the comprehensive examination option to fulfill their M.A. culminating experience requirement should register for six credits of CRJ 796 in second semester of their second year of study. The comprehensive examination is administered on the second Friday of the third month of each semester (October and March). The closed-book examination is composed of two sections: (1) criminal justice topics and theory and (2) methods of evaluation and analysis. Students are required to provide essay-style answers to a set of questions (3 to 4) for each section. The examination is administered in two, three-hour blocks – one 3-hour block for each section. After completing the examination, three faculty members, who serve on the comprehensive examination committee, independently assess the degree to which each response directly answers the question posed and critically synthesizes a wide body of knowledge stemming from course curriculum, drawing heavily from content presented in CRJ 701, CRJ 702, CRJ 703, CRJ 705, and CRJ 715. Each answer is graded as either a “pass” or “fail.” In the absence of extenuating circumstances, students are notified of the committee's decision within four weeks of the examination date. Students are provided a written statement on whether they passed or failed each section of the examination and the overall examination. For students who pass the overall examination, no feedback or general comments are provided, and their examinations are not returned. Students who fail any section of the examination are provided comments and given an “Incomplete” for that semester. They may retake the failed section – students do not need to retake the entire examination. As with all “Incompletes,” students have one year to resolve it. A student who fails any section should make an appointment with the chair of the examination committee to discuss his/her examination, future study habits, and the timeline for retaking the examination. If the exam is not successfully pass, the student will be recommended to be placed on probation to the Graduate College. See Catalog for policies and processes. There is a

limit of two retakes for any examination section. Once notified of successful completion, students must complete the *Culminating Experience Results* form in the [Grad Rebel Gateway portal](#).

2. Students who choose to complete the thesis option to fulfill their M.A. culminating experience requirement should register for three credits of CRJ 797 in both the first and second semesters of their second year of study. During the first semester of thesis work, students will form their thesis advisory committee (see Advisory Committee Guidelines above) and produce and orally defend a proposal that outlines the nature, related literature, questions/hypotheses, methods, and significance of the project. Following a successful proposal defense, the *Prospectus Approval* form must be completed through the [Grad Rebel Gateway portal](#). During the second semester, the complete thesis must be orally defended no less than three weeks prior to the last day of instruction. The defense must be announced to the Graduate College at least two weeks prior to the defense date (announcement instructions can be found [here](#)). Thesis defenses are open to the public, but any non-committee members will be asked to leave prior to committee-candidate discussions. A copy of the thesis *iThenticate* similarity check report must be submitted to the student's advisory committee prior to the final defense and will be considered when determining the outcome of the defense. If the defense is successfully passed, and following the completion of any revisions/additions requested by the committee, the student must complete the *Culminating Experience Results* form in the [Grad Rebel Gateway portal](#) before submitting the thesis to the Graduate College to initiate the format review. Criminology and Criminal Justice doctoral students should follow the format of *The Publication Manual of the American Psychological Association* (most current edition) and refer to the Graduate College Thesis and Dissertation Guidelines when writing a thesis. If the defense is not successfully pass, the student will be recommended to be placed on probation to the Graduate College. See Catalog for defense policies and processes.

**Doctoral Comprehensive Examination.** Before initiating doctoral dissertation research, all doctoral students must take and pass a doctoral comprehensive examination. The doctoral comprehensive examination requires students to produce a manuscript that summarizes and evaluates the most critical literature surrounding their selected area of expertise, generates new perspectives or integrations of extant findings/concepts/theories to identify new avenues for research, and demonstrates the student's ability to produce manuscripts of publishable quality. Additionally, students must demonstrate mastery of literature in their area of interest through an oral defense. The doctoral comprehensive examination process is completed over the course of two academic semesters. In the first semester, the student is required to enroll in 3 credits of CRJ 794 (with Graduate Coordinator approval), formalize their committee (see Advisory Committee Guidelines above), obtain topic approval and establish goals of the project in collaboration with the selected committee, compile a comprehensive reading list with committee input, produce a tentative timeline for draft and final manuscript submissions – as well as a target defense date for the subsequent semester, and begin the writing process. In the second semester, the student is required to enroll in 3 credits of CRJ 794 (with Graduate Coordinator approval), work closely with chair and submit manuscript drafts to the committee based on the timeline established in the first semester, submit a final manuscript for committee review after receiving chair approval and at least two weeks prior to the scheduled oral defense, notify the graduate coordinator and department's Administrative Assistant of the date/time of the scheduled oral defense to reserve a room, complete and pass an oral defense of the manuscript, complete any changes or additions to the manuscript requested by the committee during the oral defense, complete the *Doctoral Comprehensive Examination Defense Approval* form found [here](#), obtain committee signatures, and submit the form and an electronic copy of the final manuscript to the graduate coordinator prior to the last official day of the semester. A grade of "I" will be assigned if a student fails to achieve the required steps before the end of either semester. Students earning an "I" must complete the required steps during the subsequent academic semester, excluding summer. Failure to do so will result in a change of grade to an "F." Students who earn an "F" grade for CRJ 794 will be placed on academic probation. Two "F" grades earned for CRJ 794 will result in the student's separation from the Criminology and Criminal Justice Doctoral program. Students are encouraged to submit a Plan of Study Form (Parts I and II) through the [Graduate Rebel Gateway portal](#), following the successful completion of the doctoral comprehensive examination.

Dissertation Prospectus. Following the successful completion of the doctoral comprehensive examination, students will write a research prospectus for their dissertation research. The prospectus must include the following content: (a) aims or research issues to be explored; (b) a literature review to frame the research goals and methods of inquiry, (c) specific research hypotheses or questions to be addressed; (d) methods to be used to address those hypotheses or questions; and (d) an explanation of the research project's significance. All doctoral research proposals must be defended orally, and students must be enrolled in CRJ 795 during the semester in which the prospectus defense is conducted. Following a successful prospectus defense, the *Prospectus Approval* form must be completed through the [Grad Rebel Gateway portal](#).

Advancement to Candidacy. Once the dissertation prospectus is successfully defended and all coursework is completed, the student will submit the *Advance to Candidacy* form through the [Grad Rebel Gateway portal](#).

Dissertation Defense. To graduate in a particular semester, the student must be enrolled in at least three credits of CRJ 795, and the dissertation must be defended no less than three weeks prior to the last day of instruction. A defense announcement must be sent to the Graduate College at least two weeks prior to the defense date. Information concerning how to announce a dissertation defense can be found [here](#). Dissertation defense presentations are advertised by the graduate college and open to the public, but any non-committee members will be asked to leave prior to committee-candidate discussions. All dissertations must be submitted to [iThenticate](#) for a similarity check prior to submission of the final document to the Graduate College. A copy of the similarity report must be submitted to the student's advisory committee prior to the final defense and will be considered when determining the outcome of the defense. If the defense is successfully passed, and following the completion of any revisions/additions requested by the committee, the student must complete the *Culminating Experience Results* form in the [Grad Rebel Gateway portal](#) before submitting the dissertation to the Graduate College to initiate the format review. Criminology and Criminal Justice doctoral students should follow the format of *The Publication Manual of the American Psychological Association* (most current edition) and refer to the Graduate College Thesis and Dissertation Guidelines when writing a dissertation. If the defense is not successfully pass, the student will be recommended to be placed on probation to the Graduate College. See Catalog for defense policies and processes.

### **Sample Program Timeline for Subplan 1**

- Year 1: begin to build a research agenda around a focus/topic, take required and elective courses
- Year 2: continue course work, select and successfully complete either the master's thesis or master's-level comprehensive examination
- Year 3: complete all required courses, continue to identify and take elective courses, form a doctoral comprehensive examination committee based on the student's selected area of expertise/examination topic
- Year 4: pass the doctoral compressive examination, complete all required and elective coursework, select a dissertation topic, form a dissertation committee
- Year 5: successfully defend the dissertation proposal, complete and defend the dissertation

### **Program Requirements Subplan 2: Post-Master's Track**

Program requirements regarding [admission, coursework, and culminating experience are found in the graduate catalog](#).

The Doctor of Philosophy in Criminology and Criminal Justice program (Sub plan 2: Post-Master's Track) is a 72-credit program that requires students to complete course work, a doctoral comprehensive exam, a prospectus defense, and a dissertation defense. The program requires the completion of six core courses (18 credit hours), 30 credit hours of elective credits (typically 10 three-credit courses), six comprehensive examination credits, and 18 dissertation credits. A full listing of courses and program description are available on the Doctor of Philosophy in Criminology and Criminal Justice program page in the Graduate Catalog.

## **Advisory Committee Guidelines for Subplan 2**

Formal advisory committees (doctoral comprehensive examination committee and dissertation committee) are required for the Ph.D. in Criminology and Criminal Justice degree.

Doctoral Comprehensive Examination Advisory Committee. For doctoral comprehensive examination committee guidelines, please refer to the [Ph.D. in Criminology and Criminal Justice page](#) on the UNLV Department of Criminal Justice website for specific requirements, general information, and required forms. Students select three faculty members – one chair and two committee members – to serve as their doctoral comprehensive examination committee. Students are responsible for identifying faculty members with relevant areas of expertise and requesting/obtaining their service as committee participants. The committee chair must be a tenured or tenure-track UNLV criminal justice faculty member. The committee members must also be tenured or tenure-track UNLV faculty members (one may be from another accredited higher education institution with approval from the committee chair). At least one of the two committee members must be a UNLV criminal justice faculty member, unless exigent circumstances or reasonable justification exists, and prior approval is obtained from the criminal justice graduate coordinator. Students must complete the *Doctoral Comprehensive Examination – Topic and Advisory Committee* form, obtain committee member signatures, and submit the completed form to the graduate coordinator for final approval prior to the last official day of the first semester in which the student enrolls in CRJ 794. Any subsequent changes to the committee should be made in consultation with the doctoral comprehensive examination committee chair and the Graduate Coordinator. Students requesting a change must complete and ensure full execution of a new *Doctoral Comprehensive Examination – Topic and Advisory Committee* form.

Dissertation Advisory Committee. For dissertation advisory committee guidelines, please refer to the Graduate Catalog for specific requirements and information. Four graduate faculty members comprise the dissertation advisory committee. These faculty members include a chair and two committee members from the Criminal Justice Department and a committee member from another department to serve as the Graduate College Program representative. If approved by the committee chair, a fifth faculty member with UNLV graduate faculty status may serve on the committee. Once a full dissertation advisory committee is assembled, students are required to complete the *Appointment of Advisory Committee Form* through the [Grad Rebel Gateway portal](#). It is the student's responsibility to fully complete the form and ensure that all required signatures are obtained. The University does not recognize an advisory committee as being formalized without a fully executed *Appointment of Advisory Committee Form*. Any subsequent changes to the committee should be made in consultation with the dissertation chair and the Graduate Coordinator. Students requesting a change must submit a *Change of Advisory Committee Form* through the [Grad Rebel Gateway portal](#). Dissertation advisory committee changes will not be recognized by the University without a completed *Change of Advisory Committee Form*.

## **Degree Program Benchmarks for Subplan 2**

Doctoral Comprehensive Examination. Before initiating doctoral dissertation research, all doctoral students must take and pass a doctoral comprehensive examination. The doctoral comprehensive examination requires students to produce a manuscript that summarizes and evaluates the most critical literature surrounding their selected area of expertise, generates new perspectives or integrations of extant findings/concepts/theories to identify new avenues for research, and demonstrates the student's ability to produce manuscripts of publishable quality. Additionally, students must demonstrate mastery of literature in their area of interest through an oral defense. The doctoral comprehensive examination process is completed over the course of two academic semesters. In the first semester, the student is required to enroll in 3 credits of CRJ 794 (with Graduate Coordinator approval), formalize their committee (see Advisory Committee Guidelines above), obtain topic approval and establish goals of the project in collaboration with the selected committee, compile a comprehensive reading list with committee input, produce a tentative timeline for draft and final manuscript submissions – as well as a target defense date for the subsequent semester, and begin the writing process. In the second semester, the student is required to enroll in 3 credits of CRJ 794 (with Graduate Coordinator approval), work closely with chair and submit manuscript drafts to the committee based on the timeline established in the first semester, submit a final manuscript for committee review after receiving chair approval and at least two weeks prior to

the scheduled oral defense, notify the graduate coordinator and department's Administrative Assistant of the date/time of the scheduled oral defense to reserve a room, complete and pass an oral defense of the manuscript, complete any changes or additions to the manuscript requested by the committee during the oral defense, and complete the *Doctoral Comprehensive Examination Defense Approval* form found [here](#), obtain committee signatures, and submit the form and an electronic copy of the final manuscript to the graduate coordinator prior to the last official day of the semester. A grade of "I" will be assigned if a student fails to achieve the required steps before the end of either semester. Students earning an "I" must complete the required steps during the subsequent academic semester, excluding summer. Failure to do so will result in a change of grade to an "F." Students who earn an "F" grade for CRJ 794 will be placed on academic probation. Two "F" grades earned for CRJ 794 will result in the student's separation from the Criminology and Criminal Justice Doctoral program. Students are encouraged to submit a Plan of Study Form (Parts I and II) through the [Graduate Rebel Gateway portal](#), following the successful completion of the doctoral comprehensive examination.

**Dissertation Prospectus.** Following the successful completion of the doctoral comprehensive examination, students will write a research prospectus for their dissertation research. The prospectus must include the following content: (a) aims or research issues to be explored; (b) a literature review to frame the research goals and methods of inquiry, (c) specific research hypotheses or questions to be addressed; (d) methods to be used to address those hypotheses or questions; and (d) an explanation of the research project's significance. All doctoral research proposals must be defended orally, and students must be enrolled in CRJ 795 during the semester in which the prospectus defense is conducted. Following a successful prospectus defense, the *Prospectus Approval* form must be completed through the [Grad Rebel Gateway portal](#). If the defense is not successfully pass, the student will be recommended to be placed on probation to the Graduate College. See Catalog for defense policies and processes.

**Advancement to Candidacy.** Once the dissertation prospectus is successfully defended and all coursework is completed, the student will submit the *Advance to Candidacy* form through the [Grad Rebel Gateway portal](#).

**Dissertation Defense.** To graduate in a particular semester, the student must be enrolled in at least three credits of CRJ 795, and the dissertation must be defended no less than three weeks prior to the last day of instruction. A defense announcement must be sent to the Graduate College at least two weeks prior to the defense date. Information concerning how to announce a dissertation defense can be found [here](#). Dissertation defense presentations are advertised by the graduate college and open to the public, but any non-committee members will be asked to leave prior to committee-candidate discussions. All dissertations must be submitted to [iThenticate](#) for a similarity check prior to submission of the final document to the Graduate College. A copy of the similarity report must be submitted to the student's advisory committee prior to the final defense and will be considered when determining the outcome of the defense. If the defense is successfully passed, and following the completion of any revisions/additions requested by the committee, the student must complete the *Culminating Experience Results* form in the [Grad Rebel Gateway portal](#) before submitting the dissertation to the Graduate College to initiate the format review. Criminology and Criminal Justice doctoral students should follow the format of *The Publication Manual of the American Psychological Association* (most current edition) and refer to the Graduate College Thesis and Dissertation Guidelines when writing a dissertation. If the defense is not successfully pass, the student will be recommended to be placed on probation to the Graduate College. See Catalog for defense policies and processes.

### **Sample Program Timeline for Subplan 2**

- **Year 1:** begin to build a research agenda around a focus/topic, take required and elective doctoral courses
- **Year 2:** complete all required courses, continue to identify and take elective courses, form a doctoral comprehensive examination committee based on the student's selected area of expertise/examination topic
- **Year 3:** pass the doctoral compressive examination, complete all required and elective coursework, select a dissertation topic, form a dissertation committee
- **Year 4:** successfully defend the dissertation proposal, complete and defend the dissertation

## Thesis and Dissertation Guidelines and Deadlines

In consultation with their thesis/dissertation Chair, students should develop a projected timeline for thesis/dissertation completion, including deadlines for draft reviews and revisions. Drafts and established timelines must adhere to the posted Graduate College [Thesis and Dissertation Format and Submission Guidelines](#), as well as [Graduation Deadlines](#).

## Professional Code of Ethics/Discipline Guidelines for All Ph.D. in Criminology and Criminal Justice Students

UNLV Graduate College policy regarding academic integrity can be found in the [graduate catalog](#).

## Annual Review Procedures

**Annual Mandatory Individual Development Plan:** Each winter break and early spring term, graduate students are **required** to complete the Graduate Student Individual Development Plan (IDP) form [Formerly known as the Student Annual Review]. The review covers the prior calendar year and assesses student progress, and it establishes reasonable goals for the year ahead. Faculty Advisors/Graduate Coordinators have the option to provide feedback to each student's submitted IDP and provide acknowledgement that they have reviewed the IDP. Reported student data is shared with students' graduate coordinators and advisors to foster opportunities for discussion about students' strengths and weaknesses, accomplishments and next requirements, and mentoring plans so that students know what they need to do in order to progress successfully through their programs in a timely manner. Students who are graduating are also required to complete the form in order to record their achievements since the data is also used to track UNLV metrics related to the annual productivity of all students.

## Discipline Resources

Resources for criminology and criminal justice scholars can be found across the internet, including on websites for the American Society of Criminology (<https://asc41.com>), the Academy of Criminal Justice Sciences (<https://www.acjs.org>), the Western Society of Criminology (<https://westerncriminology.org>), Alpha Phi Sigma – the National Criminal Justice Honor Society), the Office of Justice Programs (<https://ojp.gov>), the Bureau of Justice Statistics (<https://www.bjs.gov>), the Bureau of Justice Assistance (<https://bja.ojp.gov>), the National Institute of Justice (<https://nij.ojp.gov>), Office of Juvenile Justice and Delinquency Prevention (<https://ojjdp.ojp.gov>), the Office for Victims of Crime (<https://ovc.gov>), ICPSR (<https://www.icpsr.umich.edu/icpsrweb>), and the National Criminal Justice Reference Service (<https://ncjrs.gov>).

## University Resources

### The Graduate Academy: Innovative Leadership, Professional, and Career Development

The goal of the Professional Development Academy is to serve as a virtual resource providing support and many professional opportunities to UNLV graduate students. The Academy offers information about events and services such as graduate certificate programs, workshops, training sessions and career services. You can follow Academy activities via social media or look for regular updates on the website.

### Academic Success Center

The goal of the Academic Success Center is to help students do well academically and complete their studies on time. They offer or will refer you to such programs and resources as tutoring, advising, skills testing, career exploration and more. They guide students every step of the way to the many established resources created to ensure they complete their educational goals. Learn more about the programs and services the center currently offers.

### Alumni Association

With an alumni base 120,000 strong, the UNLV Alumni Association offers a variety of services and opportunities in support of alumni and their families. UNLV alumni are encouraged to support the values of higher learning through advocacy, involvement, and giving.

### Commencement Office

Located in the UNLV Office of the Registrar, the commencement office is the last step in the graduation process. Please check with the commencement office for information on the commencement ceremony and your diploma; for all other information about graduate student degree completion and graduation, including thesis/dissertation requirements and doctoral hooding, please contact the Graduate College. It is the students' responsibility to ensure they apply for **graduation on time** and submit all required forms to the Graduate College. Questions regarding thesis/dissertation should be directed to the Graduate College **Student Services Team** and questions regarding required forms should be directed to the Graduate College **RPC Team**

### Office of Diversity Initiatives

The vision of the Office of Diversity Initiatives is to advocate, promote, and support the advancement of equity, inclusiveness, and empowerment of a continuously changing collegiate and global community. The mission of the Office of Diversity Initiatives is to provide leadership and support for UNLV's diversity mission: *to nurture equity, diversity, and inclusiveness that promotes respect, support, and empowerment*. This Office also handles UNLV Title IX questions, inquiries, and reporting.

### Disability Resource Center (DRC)

The DRC is committed to supporting students with disabilities at UNLV through the appropriate use of advocacy, accommodations, and supportive services to ensure access to campus courses, services, and activities. The DRC is the university-designated office that determines and facilitates reasonable accommodations in compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973. Graduate students with disabilities must disclose to the DRC in order to receive appropriate accommodations.

### Office of International Student and Scholars

International Students and Scholars (ISS) ensures compliance with both SEVIS (Student and Exchange Visitor Information System) and federal law, so that the university can continue to be authorized by the U.S. federal government to enroll international students; host and hire international scholars; assist and advise employment eligibility and authorization relating to international students and scholars, and visa, travel, and immigration issues; provide critical and specialized services to the international students and scholars of the UNLV community; and facilitate their transition to the campus and the U.S.

The Jean Nidetch CARE (Campus Anti-Violence Advocacy, Resources, & Empowerment) Center provides free and confidential support services to members of the UNLV community who have been impacted by sexual assault, relationship abuse, family violence and/or stalking. Programs and services are available to people of all identities and regardless of status. The CARE Center aims to end these forms of power-based personal violence by engaging the campus community in education, programming and transformative action.

### The Intersection

The Intersection is a one-stop resource for UNLV's highly diverse student body — a comprehensive multicultural center grounded in the academic life of our students. As an intersecting campus resource, the Intersection helps ensure students, particularly first-generation and students of color, successfully navigate their academic careers. Here, all members of campus can discuss their differences, discover their similarities, and build a shared sense of belonging.

### UNLV Libraries

UNLV Libraries has always been more than books; they are about encouraging students and creating quality programs that elevate growth and learning. Please visit their website for important information about the services they offer to graduate students.

### Graduate & Professional Student Association (GPSA)

The Graduate & Professional Student Association serves all currently enrolled University of Nevada, Las Vegas graduate and professional students. The GPSA maintains the Graduate Student Commons located in the Lied Library room 2141 and Gateway Building PDAC Room. The facility a working

office equipped with a copier, fax, flatbed scanners, color laser printer, office supplies, and computers with printers and a small kitchen area. The GPSA is the graduate student governance body at UNLV; the GPSA Council consists of one graduate student representative from each graduate department, and they meet monthly. The GPSA also provides volunteer opportunities, sponsors social events, and supports graduate student research through the graduate research and travel grants program.

### Office of Student Conduct

The Office of Student Conduct is a student-centered, service-oriented office located within the Division of Student Affairs. The Office of Student Conduct collaborates with the UNLV community to provide an inclusive system through enforcement of the *UNLV Student Code of Conduct* by:

- Promoting awareness of student rights and responsibilities;
- Establishing accountability for student choices;
- Creating opportunities for involvement in the process; and
- Striving to uphold the values and ethics that advance the common good.

### Military and Veteran Services Center

The Military and Veteran Service Center is staffed with veterans and GI Bill-experienced staff to assist more than 1,000 veterans, dependents, active duty service members, National Guard members, and reservists. Their mission is to develop a welcoming, veteran-friendly campus environment that fosters academic and personal success.

### The Financial Aid & Scholarships Office

The Financial Aid & Scholarships Office supports higher-education access and persistence by providing financial aid to eligible students. The office partners with student organizations, the UNLV Foundation, the Graduate College, and other external constituents to provide financial aid learning opportunities and scholarship support for graduate students.

### Writing Center

This is a free service to UNLV students to help you with any writing project, from papers to creative writing, to resumes, and we can work with you at any stage of the writing process. The center can help you brainstorm, make an outline, work on your drafts, or just be a soundboard for your ideas. The center staff can assist you in person, or via the Online Writing Lab (OWL) page.

## University Policies and Procedures

Graduate students are responsible for knowing and acting in accordance with UNLV Policies and Procedures. To view the most commonly referenced campus policies and procedures, you can refer to the [Graduate Student Handbook](#), and following websites:

- [Academic Integrity](#)
- [Activation for Military Service](#)
- [Change of Address](#)
- [FERPA/Privacy Rights](#)
- [Health Insurance - Mandatory](#)
- [Jean Clery Campus Safety and Security Report](#)
- [Proof of Immunization](#)
- [Policies and Procedures on the Protection of Research Subjects](#)
- [Rebemail Policy](#)
- [Student Conduct Code](#)
- [Student Computer Use Policy](#)
- [Title IX](#)

UNLV does not discriminate in its employment practices or in its educational programs or activities, including admissions, on the basis of sex/gender pursuant to Title IX, or on the basis of any other legally protected category as is set forth in NSHE Handbook Title 4, Chapter 8, Section 13. Reports of discriminatory misconduct, questions regarding Title IX, and/or concerns about noncompliance with Title IX or any other anti-discrimination laws or policies

should be directed to UNLV's Title IX Coordinator Michelle Sposito.

The Title IX Coordinator can be reached through the online reporting form at [Title IX Reporting Form](#), by email at [titleixcoordinator@unlv.edu](mailto:titleixcoordinator@unlv.edu), by phone at (702) 895-4055, by mail at 4505 S. Maryland Parkway, Box 451062, Las Vegas, NV, 89154-1062, or in person at Frank and Estella Beam Hall (BEH), Room 555.

To ensure compliance with Graduate College policies and procedures, please review the relevant sections of the [Graduate Student Handbook](#):

- [Academic Calendar](#)
- [Academic Policies](#)
- [Admission and Registration Information](#)
- [Progression and Completion Policies \(listed alphabetically\)](#)

In addition, the [Graduate College website](#) contains additional information regarding policies and procedures.

*Nothing in this handbook supersedes any NSHE, UNLV, or Graduate College policy.*

## Handbook Information

Last revised	Revised by	Changes summary
04/01/2021	Tamara D. Herold	Updated links (votes: 4/1/2021 10-0-0)