

Master of Arts in Economics Program Handbook

Welcome

The Master of Arts in Economics is a quantitative graduate program in economics with a special emphasis on statistical data analysis, designed to provide students with the modeling and data analysis capability coupled with advanced quantitative skills necessary for success in today's competitive job market. The program can be completed as quickly as within one calendar year.

Given versatility of its curriculum, the program prepares students for diverse professional careers in industries such as commerce, finance, consulting, policy analysis, risk management, market research and revenue management, and data science, where the ability to make data-driven decisions is in high demand. We have had great success in placing our graduates in well-compensated analyst positions both locally—in a greater Las Vegas area—and nationally. The program also provides excellent training for students planning to pursue a Ph.D. in economics, finance, or other business disciplines and wishing to tool up or remedy deficiencies in their preparation. Both full and part-time students are welcome.

The program is a certified STEM degree (CIP code: 45.0603) that is on the US Department of Homeland Security STEM Designated Program List. Under the Optional Practical Training (OPT) program, international students who graduate from colleges and universities in the United States are able to remain in the country and receive training through work experience for up to 12 months. Students who graduate from a designated STEM degree program on this list are eligible for an additional 24-months extension.

The degree also has an Accelerated Bachelor's-to-Master's Program designed to allow high-achieving UNLV students to start on their graduate degree in economics while still an undergraduate student by allowing them to enroll in approved master's-level courses in economics, using these credits towards their bachelor's degree while reducing the number of credits required for the master's, thus shortening time to degree.

Please contact the Graduate Coordinator in Economics if you want to join the growing list of highly successful Master's graduates!

Mission Statement(s)

Train students to become effective economic practitioners and business leaders by providing them with practical skills in advanced economic modeling, data analysis, and cutting-edge quantitative methods necessary to excel in today's data-driven business and public policy environments.

Value proposition.—The Master's in Economics combines rigorous training in business economics with hands-on experience in statistical data analysis, giving students a competitive edge in the market for high-quality, in-demand jobs that require proficiency in analytics.

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 or gradassociatedean@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

Master of Arts in Economics

- Post-Bachelor's Subplan
- Accelerated BA/BS-MA Subplan

Contact Information

Department of Economics

Department Chair

Ian K. McDonough, Ph.D., BEH 508, economics.chair@unlv.edu

Graduate Coordinator

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Department Main Office

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Program Requirements

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

This Handbook is effective Fall 2024. It also applies to continuing students who started the program prior to Fall 2024 should they opt to graduate following the revised program requirements as reflected in the 2024-2025 Graduate Catalog.

Degree Program Benchmarks

Besides the graduate coursework with a minimum required number of credits depending on a subplan, the Master's in Economics requires satisfactory completion of a capstone experience. The capstone for the degree is a required course that can entail the completion of either a project, paper, or internship. The capstone experience may be

- the completion of an instructor-supervised applied (group) project in ECO 795, culminating in a summary paper and presentation;

or, subject to the approval by the Graduate Coordinator, one of the following:

- with consent of a willing faculty supervisor, the completion of a project under the supervision of a faculty by enrolling in ECO 794, culminating in a professional research paper;
- the completion of an approved internship with the submission of mid-project and final project reports by enrolling in ECO 784.

The ECO 795 capstone experience is a default option for students and is offered once a year during the first summer term.

A professional research paper capstone (ECO 794) is reserved for exceptional students who wish and have demonstrated the ability to do independent academic research of high quality, potentially seeking to pursue a doctoral degree afterwards. This option requires a faculty member willing to supervise the student.

To have a professional internship approved as a qualifying culminating experience, a student must provide a detailed description of the internship position (including concrete duties and deliverables)

explaining how it relates to the Master’s in Economics learning objectives and the student’s professional goals as well as outlining specific learning goals of the proposed internship, based upon which a grade in ECO 784 will be given. This option requires the submission of mid-project and final project reports. Determining if a proposed internship qualifies as a 3-credit graduate-level culminating experience is the Graduate Coordinator’s prerogative using equitable criteria common to all students in this experience.

Program Timeline

The program is designed to be completed within 1 calendar year (includes summer) but, if desired, can also be finished within 1.5 to 2 years. Maximum time to degree is 4 years.

A typical schedule of required courses offered by the department is as follows, so students must design their plans of study accordingly:

Summer Term III (July/August)	ECO 740
Fall Semester	ECO 701 ECO 702 ECO 770
Spring Semester	ECO 772 ECO 773 ECO 793
Summer Term I-II (May/June)	ECO 795

Below are sample plans of study for a Post-Bachelor’s Subplan.

A SAMPLE 1-CALENDAR-YEAR PLAN OF STUDY FOR FULL-TIME STUDENTS ENTERING THE PROGRAM IN THE SUMMER/FALL

Summer Term III of Year A (July/August)	ECO 740
Fall Semester of Year A	ECO 701 ECO 702 ECO 770 Elective
Spring Semester of Year B	ECO 772 ECO 773 ECO 793 Elective
Summer Term I-II of Year B (May/June)	ECO 795

Note: If starting the program in the fall, unless approved to substitute ECO 740 with an equivalent, a student must also apply to become a non-degree-seeking student in the summer to enroll in ECO 740 and then transfer these credits.

A SAMPLE 1.5-CALENDAR-YEAR PLAN OF STUDY FOR FULL-TIME STUDENTS ENTERING THE PROGRAM IN THE SUMMER/FALL

Summer Term III of Year A (July/August)	ECO 740
Fall Semester of Year A	ECO 701 ECO 702 ECO 770
Spring Semester of Year B	ECO 772 ECO 773 ECO 793

Summer Term I-II of Year B (May/June)	ECO 795
Fall Semester of Year B	Elective Elective

Note: If starting the program in the fall, unless approved to substitute ECO 740 with an equivalent, a student must also apply to become a non-degree-seeking student in the summer to enroll in ECO 740 and then transfer these credits. To maintain a full-time status in the fall of year B, students may need to enroll in a third course.

A SAMPLE 1.5-CALENDAR-YEAR PLAN OF STUDY FOR FULL-TIME STUDENTS ENTERING THE PROGRAM IN THE SPRING

Spring Semester of Year A	Elective Elective
Summer Term III of Year A (July/August)	ECO 740
Fall Semester of Year A	ECO 701 ECO 702 ECO 770
Spring Semester of Year B	ECO 772 ECO 773 ECO 793
Summer Term I-II of Year B (May/June)	ECO 795

Note: To maintain a full-time status in the spring of year A, students may need to enroll in a third course.

A SAMPLE 2-CALENDAR-YEAR PLAN OF STUDY FOR PART-TIME STUDENTS ENTERING THE PROGRAM IN THE SUMMER/FALL

Summer Term III of Year A (July/August)	ECO 740
Fall Semester of Year A	ECO 702 ECO 770
Spring Semester of Year B	ECO 772 ECO 773
Fall Semester of Year B	ECO 701 Elective
Spring Semester of Year C	ECO 793 Elective
Summer Term I-II of Year C (May/June)	ECO 795

Note: If starting the program in the fall, unless approved to substitute ECO 740 with an equivalent, a student must also apply to become a non-degree-seeking student in the summer to enroll in ECO 740 and then transfer these credits.

Program Expectations and Requirements

To ensure successful and timely progression towards the degree, students are expected but not limited to:

- Continually maintain a minimum degree GPA of 3.0;
- Earn satisfactory grades, including no more than two incompletes and no repeated withdrawals from required courses (n.b.: no course with a grade lower than a C can be applied towards the degree; and only up to 6 credits earned from courses with less than a B-grade can be applied toward the degree);
- Take the course load appropriate for maintaining full- or part-time enrollment status, as applicable;

- Pre-approve their choice of elective courses counting towards the degree by Graduate Coordinators;
- Not enroll in courses outside the degree program unless pre-approved by Graduate Coordinators, to ensure timely progression towards the degree;
- Maintain continuous enrollment (see the Graduate Student Handbook for details);
- Check their UNLV email daily for important correspondence from the Department, Graduate College and the University;
- Consult with Graduate Coordinators within a reasonable amount of time when requested;
- Pass the capstone experience in an appropriate time frame;
- Fulfill conditions and/or provisions of their admission within the specified timeframe AND provide evidence thereof to Graduate Coordinators, if conditionally and/or provisionally admitted;
- Complete the degree within no more than 4 years.

Professional Code of Ethics/Discipline Guidelines

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

Annual Mandatory Individual Development Plan (IDP)

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 students' 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 metrics related to the annual productivity of all students.

Probation

Academic probation is a non-punitive mechanism used to ensure graduate students who are not successfully progressing in their graduate programs are provided with clear information and requirements to guide them to appropriate progression and successful program completion. Probation neither goes on a student's permanent record or transcript, nor does it necessarily result in the loss of a graduate assistantship.

If a student in any way struggles, fails to progress, to meet degree requirements and/or expectations described in the Graduate Catalog and Program Handbook, or is otherwise at-risk, the program will recommend that the student be placed on probation by the Graduate College. If a student on probation fails to take the appropriate actions to improve their performance and meet all the requirements established in their probation letter within the time provided, the program may submit a request to the Graduate College to separate/dismiss a student from the program. Please see the [Probation and Separation section](#) of the Graduate Catalog for more information.

Discipline Resources

Students are encouraged to join professional organizations such as

- [American Economic Association](#)
- [National Association for Business Economics](#)

Browse hundreds of resources for economists at [American Economics Association Resources](#)

University Resources

[The Graduate Academy: Innovative Leadership, Professional, and Career Development](#)

The goal of the Graduate 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 140,000+ 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.

Jean Nidetch Women's Center

The **Jean Nidetch Women's Center** is committed to creating a supportive and inclusive environment for all genders through programming, services, and advocacy for the UNLV community. The Women's Center has informational resources, brochures, and flyers for a variety of on and off campus organizations to help empower and protect yourself, and learn about your options. They also provide free tampons, pads, and condoms.

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 veteran education benefits-experienced staff to assist more than 1,800 veterans, dependents, active duty service members, National Guard members, and reservists attending UNLV. 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 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](#), by email at 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 Catalog](#):

- [Academic Calendar](#)
- [Academic Policies](#)
- [Admission and Registration Information](#)
- [Degree Progression Policies & Procedures](#)

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

Consistent with bylaws of the Economics Department, the Master's in Economics Program Handbook can be revised subject to approval of the majority of voting graduate faculty in the Department. Prior to a vote, revisions are reviewed by the Economics Department Graduate Committee.

Last revised	Revised by	Department Vote Tally: Yes/No/Abs (date of vote)	Changes summary
12/19/2014	Jeff Waddoups		
03/04/2020	Stephen Brown		Updated program contact information.
03/22/2021	Ian McDonough	16/0/0 (04/30/2021)	Updated program contact information.
03/01/2024	Emir Malikov	13/0/0 (09/06/2023)	Updated the entire handbook to align with revisions of the degree program.