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## Introduction

August 2020

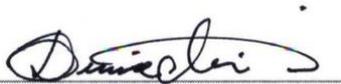
Welcome to Columbia Sociology!

Over the next few days, you will be attending various orientation events that will be useful in preparing for your academic life at Columbia. We will cover the administrative ins and outs of the department and the university as a whole, as well as the professional outlook during, and following the MA degree. This guide holds much of that information; please refer back to it as needed.

This guide is not intended to serve as a substitute for direct, in-person interaction. The MA Advisor, Director of Graduate Study (DGS), Chair, and office staff are available to assist you during your time at Columbia.

We are excited to welcome you into our community. Our academic curriculum will guide you through the process of developing your own work. Department talks, workshops, and other events will provide ample opportunity to interact with our faculty and students in a scholarly setting.

We look forward to getting to know you and to working with you this year.



Denise Milstein  
MA Advisor

Adam Reich  
Director of Graduate Studies

Bruce Western  
Chair

## Academic Information

In this section we provide an outline of academic expectations. The requirements outlined below are not negotiable.

We recognize students' varying degrees of potentials and needs. If you find yourself struggling, we expect you to reach out to us and share your particular concerns. We are here to help and provide assistance as needed.

### Before arriving

Since our program requires that you focus on one sociological question, it is essential that you identify this question before you arrive at Columbia. We encourage you to review sociological journals to familiarize yourself with the state of the discipline, current research and methodological and theoretical approaches. While the strengths of our program lie in qualitative research and work that focuses on the local urban environment, many students also carry out mixed-methods or quantitative projects that engage other topics and contexts. Recent student projects include a study of immigrant street vendors in Washington Heights, the ways in which juvenile court officials perceive marginalized youth, and institutional variation across New York Public Library branches across city neighborhoods.

Please keep in mind that your choice of topic is a first step in opening the way to your training as a social scientist. Our program emphasizes developing skills that will be useful as you advance in your career beyond the MA. Since the MA project takes place within a brief period, it offers an introduction to sociological research, not necessarily a context in which to develop groundbreaking work. The goal is to learn to think sociologically, not to come to definitive conclusions on your topic. Upon completion of the Master's, you may choose to move on to new projects or perhaps expand expanding on those you engaged with while at Columbia.

We advise that you to select a topic early on, and try to stay with it. You may feel particularly challenged by your topic and be tempted to switch to something different. Oftentimes, switching topics does not resolve the problem. Rather, by allowing yourself the flexibility in considering questions from a different perspective, patiently and persistently, you may more effectively overcome these challenges. However, if early in the program you find yourself at a dead end with your research, you should see your advisor or Professor Milstein as soon as possible to explore alternatives.

### Course Requirements

In the semesters ahead, you will spend eight to ten hours a week online or in the classroom. We encourage you to organize your work so that it allows you to explore interesting and diverse areas of study, but also to consider the ways in which classes allow you to interconnect projects.

The year comprises three key milestones.

1. Decide on a research topic within the first month of the program
2. Submit a research proposal by the end of the first semester
3. Submit a final draft of your thesis by the end of the second semester

The program is designed to take you through these steps in a timely manner. Narrowing your focus early on, as well as recognizing that the MA thesis is just the first step in a broader trajectory, will aid you in developing a realistic and fulfilling project.

## Curriculum

You are required to take one core course in theory and two core courses in methods. The theory course is a seminar in classical theory that will help you to contextualize your sociological interests in the history of the discipline and its classical paradigms. The first semester methodology course offers a module-based introduction to qualitative methods which will expose you to various research approaches. The second semester methodology course will aid you in completing your thesis.

You are also required to enroll in a year-long thesis seminar. This course allows you to work on your project in a collaborative setting. The fieldwork component allows you to work on your project under MA faculty and faculty advisor supervision. Finally, the program includes a pro-seminar, designed for students to interact with faculty and others in a forum setting.

In addition, you are required to take at least three elective graduate courses. If you wish to take courses in other departments or schools at the university, you require approval from the MA advisor.

*The courses and points are distributed as follows:*

Fall semester:

- GR5051, Sociological Theory (4 points)
- GR5060, Sociological Methods (3 points)
- GR5066, Thesis seminar (3 points)
- GR5064, Field work (1 point)
- One elective in sociology (3 points)
- GR5062, Pro-seminar, meets bi-weekly (1 point)

Spring semester:

- GR5052, Methods workshop (4 points)
- GR5067, Thesis seminar (3 points)
- GR5065, Fieldwork (1 point)
- Two electives in sociology (6 points)
- GR5063, Pro-seminar, meets bi-weekly (1 point)

Students submit the MA thesis proposal by the end of the first semester and the MA thesis by the end of the second semester.

Students are required to register for two Residence Units and to complete courses totaling at least 30 points with a grade point average of 3.00 or above. The two required methods courses and theory course, as well as the Thesis seminar must be taken for a letter grade (17 points total) while other courses may be taken for a letter grade, R or P/F credit. Students are required to maintain a 3.0-point average or above to graduate from the program.

## **Advising**

Graduate study should foster a sense of autonomy and provide the space for you to pursue your interests with as much freedom as possible. Within the first few weeks of the fall semester, you will be assigned an advisor from the sociology faculty.

It is your responsibility to make initial contact with your assigned advisor; you should do so as soon as we connect you to them and remain in contact throughout the year. Since your advisor will evaluate your thesis, communication throughout the year is essential.

## **Thinking about the future**

Since the MA program is quite short, we encourage you to begin thinking about life beyond Columbia as soon as you arrive.

If you plan to apply to PhD programs during your time at Columbia, you should discuss this with our faculty; we will guide and support you through PhD applications. Keep in mind that the deadlines come up in late fall so your materials should be ready by the end of October. Requests for recommendations should go out at least a month before the application deadline, which means your personal statement and writing sample should be ready to share with your recommenders at the time you make your requests.

Your work while at Columbia will prepare you for a PhD in sociology or other related disciplines but keep in mind that your research and its results will most strengthen your PhD application after you have graduated. Your thesis project may lead to a publication or conference presentation, or the research itself may serve as evidence of your academic potential to PhD programs, but this will not be obvious in the first semester of the MA program. In addition to that, faculty members who have had the benefit of supervising your work for longer than one or two months will be able to provide deeper, richer recommendations for you. As a result of this, several of our students opt to apply to PhD programs the year following the MA, taking a year between the MA and PhD programs to prepare their applications.

Many of our students continue on to professional training outside of sociology. Our students also pursue jobs in the private, non-for-profit and public sectors. Our graduates have gone on to work for the United Nations, organizations and agencies in New York, corporations in a variety of sectors. They work as consultants, teachers and researchers to name just a few. The Columbia University Career Center is a good resource for students planning on entering the job market after graduation. We encourage you to attend their workshops and avail yourself of their assistance in writing cover letters and preparing CVs. Even before you go on the job market, you may opt to find an internship through the Career Center depending on your research interests and/or future career plans.

## Academic Calendar

### FALL TERM 2020

*Monday, Sep 7*  
Labor Day - University Holiday

*Tuesday, Sep 8*  
First Day of Classes

*Tuesday, Oct 20 – Friday, Oct. 23*  
Exam Days

*Monday, Nov 2*  
Academic Holiday

*Tuesday, Nov 3*  
Election Day - University Holiday

*Thursday, Nov 25-27*  
Spring 2020 Registration

*Wednesday, Nov 25*  
Academic Holiday

*Thursday, Nov 26*  
Thanksgiving Day - University Holiday

*Friday, Nov 27*  
University Holiday

*Tuesday, Dec 15 - Tuesday, Dec 22*  
Final Examinations

*Wednesday, Dec 23*  
End of Semester

*Thursday, Dec 24*  
Christmas Eve (Observed) – University Holiday

*Friday, Dec 25*  
Christmas Day University Holiday

### SPRING TERM 2021

*Monday, Jan 11*  
First Day of Classes

*Monday, Jan 18*  
Martin Luther King Jr. Birthday  
Observed - University Holiday

*Tuesday, Feb. 23 – Friday, Feb. 26*  
Exam Days

*Monday, Mar 1 - Friday, Mar 5*  
Spring Recess

*Friday, Apr. 16 – Friday, Apr. 23*  
Exam Days

*Monday, April 26*  
End of Semester

*Tuesday, Apr. 27 - Thursday, Apr. 30*  
Final Examinations

## Course Directory

<http://www.columbia.edu/cu/bulletin/uwb>

Select Department: Sociology, Select Semester



NOTE: Course information changes frequently. Please re-visit these pages periodically for the most recent and up-to-date information.

**Fall 2020 Department: Sociology**

For easier printing select the [plain text version](#) of this department listing and be sure to print using LANDSCAPE format.

**Fall 2020 Sociology UN1000**  
**THE SOCIAL WORLD**

<a href="#">Section 001</a>	<b>Call Number:</b> 11590 <b>Points:</b> 3 <a href="#">View in Vergil</a> <b>Day/Time:</b> TR 11:40am-12:55pm <b>Location:</b> ONLINE ONLY <b>Enrollment:</b> 270 students (450 max) as of August 13, 2020 <b>Instructor:</b> Teresa Sharpe
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**Fall 2020 Ethnicity and Race, Center for Study of UN1040**  
**CRIT APPRO-STUDY OF ETH & RACE**

<a href="#">Section 001</a>	<i>CRIT APPRO-STUDY OF ETH &amp;</i> <b>Call Number:</b> 15492 <b>Points:</b> <a href="#">View in Vergil</a> <b>Day/Time:</b> T 2:10pm-4:00pm <b>Location:</b> ONLINE ONLY <b>Enrollment:</b> 6 students (22 max) as of August 13, 2020 <b>Notes:</b> Priority for CSER Students <b>Instructor:</b> Jennifer Lee
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## Course Registration

<http://gsas.columbia.edu/content/registration>

Registration at the Graduate School is a two-part process that consists of registering for individual courses and registering for a Residence Unit.

Students register for courses through [Student Services Online \(SSOL\)](#). You may only register during your designated Registration Appointment times. A list of your Registration Appointments is available in SSOL. For general information regarding registration periods, see the [Registration Dates page on the Registrar's website](#) or the Academic Calendar. To register, you will need a course's 5-digit call number, which is available in the [Directory of Classes](#). Additionally, individual courses may require completion of prerequisites and/or permission from the department or instructor; these and any other special instructions will be listed in the course entry in the Directory of Classes.

## Residence Units

In addition to registering for individual courses, GSAS students register for a full or fractional Residence Unit. The Residence Unit is used to determine tuition and is required of all registered students.

Two Residence Units are required for the free-standing Master of Arts degree.

MA students must register for one of the following four categories each semester\*. Search for the correct five-digit call number in the listings for the Graduate School of Arts and Sciences (listed under Departments) in the [Directory of Classes](#), then register in [SSOL](#) (following the same process as in Step 1).

- **Residence Unit** (RESI G0001, call number 99991) is for students who will be taking four or more courses; additional tuition is charged per point if the student registers for more than 18 points per semester.
- **Half Residence Unit** (RESI G0002, call number 99992) is for students who will be taking three or fewer courses.

Full, half, and quarter Residence Units are calculated on the basis of courses taken for a letter grade, Pass/Fail, or for R credit.

Please note that students holding a visa must register for a Full Residence Unit to maintain their visa status. Please see [here](#) for more information.

## Late Registration

- A \$50 late fee will be charged to students who register for the first time during the first two weeks of the semester.
- A \$100 late fee will be charged to students who register for the first time after the first two weeks of the semester.

Consult the [Registration Dates page on the Registrar's website](#) and the Academic Calendar for more information. For tuition and refund information, review the [student guide](#) located on the GSAS website.

## Registration Policies

Students taking six or more credits must meet the University's [Immunization Requirements](#). Students will not be able to register until the requirements have been fulfilled. To provide documentation and for more information about how to meet the requirements, please see the [Columbia Health website](#).

According to University regulations, each person whose registration has been completed will be considered a student of the University during the term for which he or she is registered unless the student's connection with the University is officially severed by withdrawal or otherwise. No student registered in any school or college of the University shall at the same time be registered in any other school or college, either of Columbia University or of any other institution, with the exception of students participating in the [Exchange Scholar Program](#) or the [Inter-University Doctoral Consortium](#).

The privileges of the University are not available to any student until he or she has completed registration. A student who is not officially registered for a University course

may not attend the course. No student may register after the stated period unless he or she obtains the written consent of the appropriate dean or director. The University reserves the right to withhold the privilege of registration or any other University privilege from any person with an unpaid debt to the University.

## **Adding/Dropping a Course**

Students must register for the courses they wish to attend, and they may not attend courses for which they are not registered. Students should consult the [GSAS Academic Calendar](#) for exact dates of the change of program period and other deadlines. (For the summer term only, consult the [School of Continuing Education.](#)) For more information about the registration process, visit the [Registrar's website](#).

Please note that students taking a course at a school other than GSAS must follow the host school's rules for adding and dropping the course.

## **During the Change of Program Period**

Students may add and/or drop courses through [SSOL](#), without penalty, during the change of program period (i.e., the first two weeks of classes for the fall and spring semesters).

Students are [not charged tuition](#) for courses dropped during this time, and dropped courses do not appear on the student's transcript.

## **After the Change of Program Period**

After the change of program period, students may continue to drop courses through SSOL until the final deadline to drop a course. Courses may be added during this time only with the instructor's approval. Courses dropped during this time are charged at full tuition but do not appear on a student's transcript. See the Registrar's website for [detailed instructions](#) on adding and dropping courses after the change of program.

Not attending classes or sending a notification to the instructor does not constitute dropping a course. Students who stop attending a course without formally dropping it by the deadline should be assigned a letter grade based on the same criteria as students who complete the course.

For other processes such as cross-registration between schools after the change of program period, students should use the paper [Registration Adjustment Form](#).

## **Managing UNI and SSOL**

Manage your UNI [here](#).

Students can register for classes, view account statements, view class rosters and more in [SSOL](#)

## **Courseworks/CANVAS**

[Courseworks/Canvas](#) is the University's course management system; it serves as a single point of entry to all your courses, lectures, assignments, readings, bulletin board discussions, and grades, as well as links to digital library reserves.

The Department of Sociology is administered through the Graduate School of Arts and Sciences (GSAS). GSAS can help students with issues ranging from Financial Aid to Dissertation scheduling.

### **Student Administrative Services**

- [Student Account Statements](#)
- [ID cards](#)
- [Health Services](#)
- [Student Financial Services](#)
- [Columbia University Bookstore](#)
- [Libraries and E-Resources](#)
- [Dodge Fitness Center](#)
- [Alfred Lerner Hall, the Student Center](#)
- [University Registrar](#)
- [Transportation](#)
- [Public Safety](#)

### **Student Account Statements**

You will receive a student account statement roughly twice a semester. Tuition, basic health insurance, and most of the other fees will be paid by the department (and not always on time, but don't worry, they handle that). You will need to pay the student activities fee, and any fees that you have voluntarily acquired (such as the additional cost of comprehensive health insurance, lab fees for coursework, and other such things).

### **ID Cards**

The University ID Card is your passport to Columbia. It grants you access to the libraries and secure campus locations, allows you to purchase services at campus cafes and the University bookstore and enables you to take advantage of cultural discount programs in New York City.

You will need to pick up a student ID card from the [ID office](#) in Kent Hall. Every semester, you'll need to go back to this office to get a new sticker. Once it's been activated, your ID will give you access to Knox Hall. It will also allow you to check out books at any of the University libraries and use the gym.

Report any theft, including that of a Columbia Card, to Columbia's Department of Security immediately. In addition, inform the ID Center of a lost or stolen Columbia Card. The replacement fee for a lost Columbia Card is \$10. There is no fee for the replacement of stolen Columbia Cards with proper documentation from Public Safety or the Police Department.

### **Health Services**

University policy requires all registered full-time students to have health insurance coverage that meets the standards set by Columbia Health. Columbia University offers the Columbia Student Medical Insurance Plan, which provides both the 90 Plan the 100 Plan. The Columbia Plan is administered by Aetna Student Health and is underwritten by

Aetna. Full-time students and students living in Columbia housing are automatically enrolled

## **Public Safety and Security**

The University provides many services to help make our neighborhood safer. [Public Safety](#) is located on the ground floor of Low Library. There are security cameras all throughout campus, and security guards who routinely patrol the area. Columbia University also hires its own police force to patrol our neighborhood.

Little yellow call boxes that directly dial campus security are located all over. There is also a security escort service provided during the night hours.

## **Intercampus Shuttle**

[Columbia Transportation](#) provides an efficient, timely and safe means for faculty, staff, and students to travel between Morningside, Lamont, Manhattanville, Medical Center, and Harlem Hospital campuses. The Intercampus shuttle is serviced by 3 buses and is divided into red, blue and green tables to show different service throughout the day. Read the tables from left to right and then loop to the next row to determine departure and approximate arrival times. Italicized stop times denote soft stops; shuttle only stops at passenger's request or if someone is waiting at the stop.

## **International Students and Scholars Office, ISSO**

The staff at the [International Students and Scholars Office \(ISSO\)](#) assists international students and their families with questions about visa regulations and documentation in general. They host social and cultural activities, provide advice on adjustment to a new academic and cultural environment, and personal and family services upon request. They offer orientation programs in late August and September, and present a full calendar of events during the year. Over the summer the ISSO will mail international students information, forms, and visas. If you have any questions, you can contact the office at 212-854-3587 or [isso@columbia.edu](mailto:isso@columbia.edu).

## OTHER RESOURCES

### Student mailboxes

Student mailboxes are housed on the 5th floor, room 501 in Knox Hall. Mailboxes are ordered alphabetically.

### Places to Study

- Knox Hall Student Lounges on the 7th floor in room 712.
- There are two Group Study Rooms in Butler library, one on the lower level by the restrooms, and one on the main level opposite the AcIS computer lab. The lower level room has multiple whiteboards for group work. You can check out whiteboard markers at the library's front desk.
- Some SIPA classrooms are open after 6:00pm. However, the School has a formal room reservation procedure, and you will have to give up your room if it was reserved by someone else.
- The Teachers College Cafeteria, which has its main entrance on 120th between Broadway and Amsterdam. Follow the signs to the basement cafeteria.
- Alfred Lerner Hall. This building also has several lounges and AcIS computer rooms open all hours of the night on the Broadway side of the slanted walkways.

### Textbooks

#### Columbia Bookstore

Textbooks can be purchased at the Columbia bookstore, located in the basement of Lerner Hall or at Book Culture (between Broadway and Amsterdam on 112th street).

#### Using Library Reserves

In Lehman Library you can check out reserve books for up to 2 hours at a time, overnight after 6pm, and on weekends after 4pm. In some classes, however, this may be a popular method, leaving you without a book to check out every time you need it. Try to avoid overdue charges; having holds on your account will prevent you from registering for classes.

#### Used Books Online

Here's a list of online used book bookstores.

- [www.columbia.dogears.net/index.html](http://www.columbia.dogears.net/index.html)
- [www.amazon.com](http://www.amazon.com) (buy it used)
- [www.campusbooks.com](http://www.campusbooks.com)
- [www.alibris.com](http://www.alibris.com)