Undergraduate Newsletter

Bachelor of Arts in Law
Bachelor of Science in Criminal Justice Studies
Bachelor of Arts in Political Science
Bachelor of Science in Public Management & Policy
Minor in Government and Public Policy
## Fall 2018 Semester at a Glance

**August 20**
Classes begin

**August 27**
Last day to add classes via UAccess & without instructor signature

**August 28**
- Begin $25 course late drop fee
- Change of schedule form required to add a class with instructor signature

**August 31**
- Deadline to submit SGPP Internship application for Fall 2018
- SGPP Change of Major form closes at 12 pm

**September 1**
- Deadline to APPLY for graduation/degree candidacy for Fall 2018

**September 2**
- Last day to drop without a “W” on transcript.

**September 3**
Labor Day, no classes

**September 16**
Last day to file Grade Replacement Opportunity (GRO), deadline at 11:59 PM.

**October 12**
Last Day to change classes with only instructor signature, after today, *a petition with the instructor’s and Dean’s signature is required*

**October 28**
Last Day to withdraw from a class via UAccess

**November 12**
Veteran’s Day, no classes

**November 22-25**
Thanksgiving recess, no classes

**December 6**
Reading Day

**December 7-13**
Final Exams

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**December Graduation**

**Handshake Reminder**

**Internship Opportunities**

**Volunteer Opportunity**

**Announcements**

**Academic Advising**

### Click here for Summer 2018 (13 week) dates

*If you are no longer an SGPP undergraduate student and would like to be removed from this listserv, please email SBS-sgppadvising@email.arizona.edu.*

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**Receive updates posted directly to Facebook, Instagram, & Twitter**

- [School of Government and Public Policy](https://www.facebook.com/SGPPcats)
- [sgppadvising](https://www.instagram.com/sgppcats)
- [SGPP Advising](https://twitter.com/SGPPcats)
GRADUATING December 2018?

If you are *graduating this December* the deadline for degree candidacy applications is *September 1*. A $50.00 late candidacy application fee will be assessed after the deadline.

Detailed instructions on how to initiate your paperwork, can be found on the SGPP [DEGREE CHECK] page.
Handshake Reminder

It's time to search smarter for jobs or internships. Complete your profile in Handshake and put it to work for you!

Why complete your profile?
You'll get more relevant job or internship search results and event suggestions. And, when you complete your profile, you increase your chances of being viewed by an employer by 5 times!

Yes, that’s right! It’s not just you searching. Employers are looking for you – their next great hire!

So, what’s the easiest way to complete your profile in record time? Upload a resume!
Handshake will pull your information from your resume and add it for you. No cutting and pasting, no manually typing things in. Just review, approve, and publish.

Complete your Profile Now

If your resume needs some fine-tuning or if you have questions, check out our resume resources.
ESSENTIAL INFORMATION - SGPP INTERNSHIPS

Read the complete information on internships:

https://sgpp.arizona.edu/sgpp-internships

Requirements by MAJOR

- CJS and PMPC majors are REQUIRED to complete a 3 credit internship with course (PA 393/493).
- Double majors in CJS & PMPC must complete an internship for each major.
- Political Science, BA in Law and GPP minors are encouraged to enroll in internships for upper division elective credit.
- Law majors may enroll in either a SGPP or LAW internship

ALL MAJORS - SGPPP Internships (PA 393, 493 or POL 393)

- must be with a non-profit organization or government agency.
- must be DIRECTLY related to your major.
- cannot be completed at an ongoing job.

BEFORE beginning your internship, you must be enrolled in the internship class (PA 393, 493 or POL 393) if you want to receive credit for the internship.

Like all UA courses for credit, students must pay TUITION for the SGPP Internship courses.

STUDENTS MUST...

Read the complete information on internships:

https://sgpp.arizona.edu/sgpp-internships
Internship Opportunities

The School of Government and Public Policy at The University of Arizona claims no political affiliations.

SGPP INTERNSHIPS

Internship Website: https://sgpp.arizona.edu/sgpp-internships

10 Steps to Follow

Initial 5 Steps: Secure the Internship

1. Plan ahead! Depending on location, apply 2-12 months before your start date.
2. Carefully read information on website (above) re-eligibility and requirements.
3. Prepare resume and cover letter, for help: Career Development office
4. Research internship options and apply to at least 5 organizations.
5. Accept internship offer.

Final 5 Steps: Earn Internship Credit

6. Complete SGPP internship application (on website) with your site supervisor.
7. Deliver completed and signed application to Internship Coordinator.
8. Internship Coordinator enrolls you in course (PA 393, PA 493, POL 393).
9. Pay UA course tuition and check your UAccess schedule for enrollment accuracy.
10. On D2L, read course syllabus and follow all course requirements.

Susan Warren, M.Ed.
Internship Coordinator & Instructor
520-621-5120 – office
susanwarren@email.arizona.edu

View walk-in hours or schedule an appointment online:
https://wiseadvising.arizona.edu/student
From drop down menus, choose:
Social & Behavioral Sciences then SGPP Internships
Internship Opportunities

PRE-TRIAL SERVICES INTERNSHIP
for University of Arizona, School of Government and Public Policy Students

Pretrial Services, with the Arizona Superior Court in Pima County, assists the Court by assessing the release eligibility and suitability of pretrial defendants. Additionally, the agency's Supervised Release unit provides an alternative to detention by monitoring a defendant’s performance through the pretrial period.

<table>
<thead>
<tr>
<th>Internship Available:</th>
<th>Summer – Yes</th>
<th>Fall – Yes</th>
<th>Spring – Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deadlines:</td>
<td>Summer – March 1</td>
<td>Fall – July 13</td>
<td>Spring – November 1</td>
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Agency Minimum Qualifications:
- Junior or Senior standing / at least 20 years old
- Must Intern for 135 hours (3 units) or more
- Must sign “No Hostage” waiver

Applicants will be fingerprinted and must pass a criminal background check prior to acceptance into the program. This process generally takes approximately six weeks.

Two distinct internship positions: (Unpaid)

1. **Pretrial Services Release Assessment Division** Students can expect to interview defendants regarding personal demographic information, substance abuse/mental health history, and residential stability. Students then verify that information telephonically with references provided by the defendant. Located at the Pima County Adult Detention Center – evening and weekend hours available.

2. **Pretrial Release Services Division** Students can expect to contact defendants via telephone for court reminders and to explain the court process. Students also assist case managers who are supervising defendants, observe court hearings, and record results from court. Located at 150 W. Congress – regular business hours.

Purpose of the Internship:
The general focus of the internship is to provide students with the opportunity to work in a structured criminal justice setting and develop professional-caliber skills. Interns will gain knowledge regarding:
- The Pima County criminal court process & the roles of many agencies in the local criminal justice system
- Case management techniques
- Written and verbal communication skills – especially de-escalation

To Apply:
Interested students can apply via Court’s job board at [http://agency.governmentjobs.com/scpima/default.cfm](http://agency.governmentjobs.com/scpima/default.cfm)
In addition, upload a current resume, letter of interest, and a letter of recommendation from a professor or academic advisor. (The letter can be submitted by the time of the interview if it is not immediately available).

Expected Contact: Pretrial Services will contact you via email within one week of your application, and again within two weeks of the posted deadline.

Contact Person: Jessica Mora Cruz, jcruz@sc.pima.gov, 520-724-3305

Agency/Organization Website link:
[Pre-Trial Services, Arizona Superior Court in Pima County](http://agency.governmentjobs.com/scpima/default.cfm)
Volunteer Opportunity

Call for

Integrative Cancer Therapy Volunteers

Interested in supporting cancer patients in your community? Become part of the Arizona Oncology Foundation, and help others who are dealing with their own diagnosis, or the illness of a loved one.

- Learn and support holistic modalities including reflexology, movement classes, prosthesis outfitting, and nutritional/educational services.
- Connect current and former cancer patients with community resources.
- Provide support for staff and practitioners through special projects.

Find out more at [www.arizonaoncologyfoundation.org/volunteer.html](http://www.arizonaoncologyfoundation.org/volunteer.html)
Or contact our Coordinator Ferris, at Ferris.Ramadan@usoncology.com

ARIZONA ONCOLOGY FOUNDATION

*Please note that this volunteer opportunity is not for SGPP credit.*
Wildcat Welcome and the First 30 days!

Welcome to a new year at the University of Arizona! Whether you are a brand new student or this is your last year on campus, Wildcat Welcome is here to help you start the year off right! Our goal is to help you get settled on campus, make new friends, find your way around, find resources to make you successful, explore different groups and communities, and learn what it means to be a Wildcat.

**UA Clicks**

UA Clicks is a mandatory program for all new Wildcats on August 17, 2018 that helps you learn what to expect on the first day of class. Your session is assigned based on your college so you can learn what it means to navigate the university as a student in your academic area. Plan for your UA Clicks session to run an hour and a half. We'll be checking you in, so be sure to bring your CatCard!

[Click Here for More Information](http://welcome.arizona.edu/)

*Location Varies By College*

Wildcat Welcome event information at [http://welcome.arizona.edu/](http://welcome.arizona.edu/)
Part-time jobs for full-time students

Get Real World Ready: One Stop Part-time & Internship Job Shop for Students

HIGHLIGHTS OF THIS YEAR'S FAIR

- Held centrally on campus in the Student Union Memorial Center Grand Ballroom
- Hundreds of part-time positions & internships available on and near campus
- Focus on potential internships on campus related to your major

WHY WORK ON CAMPUS?

- Convenience
- Become an "insider" fast by getting involved in the local community
- Interact with faculty and participate in research projects...and get paid for it
- Sometimes student worker discounts are available (i.e. student employees in the Student Union receive half-priced meals while they are working
- Commuting to campus? Fill those empty blocks of time between classes.

Registration and further information at https://career.arizona.edu/wildcat-student-employment-fair
Follow SGPP on

sgpp.arizona.edu

SGPP Advising @SGPPcats

sgppadvising    SGPPcats
Announcements

What is the difference between:
Master of Public Administration (MPA)
and
Master of Public Policy (MPP)?

A Master of Public Administration (MPA) degree can help students learn how to successfully implement policy and programs.

A Master of Public Administration degree prepares students for the following career paths:
- Program Managers
- City Managers
- Executive Directors

A Master of Public Policy (MPP) degree programs place an emphasis on analyzing policy, creating policy, and solving existing policy problems using quantitative and qualitative data.

A Master of Public Policy degree prepares students for the following career paths:
- Chief Financial Officers
- Human Resources
- Development Directors
- Government Affairs Director
- Business Development Director
- Policy Advisor

For more information, visit: https://mpp.ssps.arizona.edu/mpp-vs-mpa

Boost your career in just one year

MASTER OF LEGAL STUDIES

Meet the demand for expertise in legal issues, regulations, negotiation skills, and more related to:
- Business
- Psychology
- Education
- Social work
- Criminal Justice
- Environmental protection
- Mining
- Health care
- International relations
- Trade
- Human rights
- Immigration
- Tribal justice

- No admissions test required
- Full-time or part-time program
- Begin in Fall or Spring semester
- Choose from 14 specializations, or create your own
- Accelerated option for B.A. in Law students

Visit law.arizona.edu/MLS to learn more and apply.
Announcements

We offer FREE drop-in tutoring for selected math, science, language, and business classes, as well as writing across all disciplines. When you drop in to any of our locations, you will sit at a table with others studying the same subject you are. After assessing your learning needs, our tutors may work with you individually or encourage you to collaborate with several students working on the same idea. We recommend that you attempt the concept independently before coming in; however, if you aren’t sure where to begin, our tutors will help you work through the concept. Check the schedule below to see when and where we offer tutoring for your courses.

**Summer 2018 Drop-In Tutoring Schedule: May 14 – August 9**
- There will be no tutoring available on May 27, May 28, or July 4.
- The schedule is subject to change. (Last updated: May 11, 2018)

**Writing Center**
- Sunday, online, 5-8 pm
- Monday, Bear Down Gym, 11 am – 3 pm
- Tuesday, Bear Down Gym, 12 – 4 pm, online 6-9 pm
- Wednesday, Bear Down Gym, 12 – 4 pm, online 6-9 pm
- Thursday, Bear Down Gym, 12 – 4 pm
- Friday, Bear Down Gym, 11 am – 2 pm

**Math (Math 100-129)**
- Monday, Bear Down Gym, 11 am – 5 pm
- Tuesday, Bear Down Gym, 11 am – 5 pm
- Wednesday, Bear Down Gym, 11 am – 5 pm
- Thursday, Bear Down Gym, 11 am – 5 pm
- Friday, Bear Down Gym, 11 am – 5 pm
Academic Advising

Academic Advisor contact information can be found here. Log into SBS Wise Advising here to schedule or view walk-in appointments with your advisor.

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