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## FOREWORD

The Bloustein School Student Handbook has two basic purposes. It informs students of opportunities for involvement- with people, special programs, and issues-that are available at the Bloustein School. It describes programs and services that will help increase the quality of every student's educational experience.

The handbook also informs the School community of many of the school and university-wide policies. These policies express expectations of behavior, convey a respect for community and describe our expectations about academic integrity.

Please be aware that the handbook is not a complete statement of all policies, procedures, rules, and regulations of the Bloustein School; and that the School reserves the right to change without notice any procedures, policies, programs and so on, that appear in the Student Handbook.

University's Statement on academic integrity can be found at  
<http://academicintegrity.rutgers.edu/integrity.shtml>

Information for student grade appeal process can be found at  
[http://catalogs.rutgers.edu/generated/nb-ug\\_0507/pg21717.html](http://catalogs.rutgers.edu/generated/nb-ug_0507/pg21717.html)

## **MESSAGE FROM THE DIRECTOR**

Welcome to the Edward J. Bloustein School! The School was established in 1992 to honor the life work of Rutgers' 17<sup>th</sup> president, who was a constitutional scholar, active citizen, philosopher, and teacher that lived a life of civic engagement. The School's creation unified the University's teaching, research and service in planning and public policy. Today, the School is one of the nation's key centers for the theory and practice of planning and public policy scholarship and analysis. It is also one of the few policy schools that have the capacity to comprehensively address local, state, regional, national and international policy and planning issues, at both the graduate and undergraduate levels. The School and its associated research centers are leaders in such areas as smart growth, transportation planning, workforce development, and environmental health. The Bloustein School offers undergraduate major and minor programs of study in planning and public policy (762) and public health (832). Many planning and public policy graduates continue on to graduate school to become urban planners or experts in public policy. Our public health graduates may find entry-level jobs in health administration, health education, environmental and occupational health, and other public sector areas. Also, our curriculum prepares them for graduate work such that they can become epidemiologists, health officers and administrators.

So, I hope you enjoy your time here at the Bloustein School and again welcome!

## ADMISSION

Undergraduate students seeking the planning and public policy (762) or the public health (832) major must apply for admission to the Edward J. Bloustein School of Planning and Public Policy (EJBSPPP). Students seeking a minor in either public health or planning and public policy do not require EJBSPPP admission. Students are encourage to apply as soon as they have completed their college area distribution requirements for English and mathematics, who have completed each of the prerequisite courses for the majors with a grade of 'C' or better.

Applicants are required to write a 500-word personal statement about why they are interested in that major area of study, and to submit their resume along with their applications. Acceptance of applications and decisions about admission are made on a rolling basis. To obtain more information about Bloustein admission and an application, students should contact the undergraduate program office of the school at [millerel@rci.rutgers.edu](mailto:millerel@rci.rutgers.edu), the school's website, <http://policy.rutgers.edu/undergrad>, or the office of academic advising at their Rutgers University admitting unit.

The School of Arts and Sciences (SAS) recognizes major and minor courses of study in both planning and public policy (762) and public health (832) as counting towards graduation requirements. The School of Environmental and Biological Sciences (SEBS) recognizes the public health (832) major and minor, but only the planning and public policy (762) minor as counting towards graduation requirements. It is possible for SEBS students to declare planning and public policy (762) as a second major if they also complete a recognized SEBS major.

## **PLANNING AND PUBLIC POLICY (762) MAJOR**

The major consists of two disciplines, urban or regional planning and public policy.

Though separate, the two work as one to promote safer, healthier, and more prosperous communities for their present residents and future generations. There are several specializations in planning: land use, environmental, economic development, and transportation.

Public policy addresses the social, moral and economic values that tie a society together.

These values change over time. Some areas of public policy are housing, education, health, labor, transportation and the environment.

The planning and public policy major prepares students for entry-level positions in the public and private sectors, especially those in housing, transportation, and community development; and graduate education in urban planning and policy development. This program leads to a Bachelor of Arts degree.

### **LEARNING GOALS**

A successful planning and public policy major will be able to:

- Apply concepts from research methods and basic statistics to critically analyze articles in the planning and public policy literature
- Write a coherent, well-organized capstone paper about a topic related to planning and public policy
- Integrate and apply concepts from earlier coursework to a fieldwork experience in planning and public policy, resulting in a final oral presentation in a public forum

## Requirements for the Planning and Public Policy (762) Major

### Prerequisites:

- Introduction to Planning, Policy and Health (10:762:101 or 10:832:101)
- Basic Statistical Methods (10:762:205)

### Core Courses:

- Introduction to Microeconomics (01:220:102)
- Introduction to Macroeconomics (01:220:103) *or* American Government (01:790:104)
- Research Methods (10:762:395)
- Pre-approved 300-level writing course (**one** of these)
  - Scientific and Technical Writing (01:355:302)
  - Writing for Business and Professions (01:355:303)
  - Writing Grant Proposals (01:355:315)
- Internship (10:762:400)
- Senior Seminar (10:762:494)

### Elective Courses:

*Eighteen (18) additional credits of electives in planning and public policy (762) or from pre-approved elective course list; 12 credits of which must be at 300-level or above are required.*

### Pre-Approved Electives for the Planning and Public Policy major:

*Any non-required planning and public policy (762) course qualifies as an elective, as do select public health (832) courses and pre-approved courses offered by other departments. Each course that is cross listed with 762 or 832 may be counted only once.*

### ENVIRONMENTAL PLANNING AND GEOMATICS

11:372:231	Fundamentals of Environmental Planning
11:372:232	Fundamentals of Environmental Geomatics
11:372:409	New Jersey Planning Practice
11:372:411	Environmental Planning and the Development Process

### ENVIRONMENTAL POLICY, INSTITUTIONS, AND BEHAVIOR

11:374:279	Politics of Environmental Issues
11:374:331	Culture and Environment

## **ENVIRONMENTAL SCIENCES**

- 11:375:333 Environmental Law I
- 11:375:334 Environmental Law II

## **GEOGRAPHY**

- 10:450:240 Cities- credit not granted for this course and 10:762:233
- 10:450:321 Geographic Information Systems

## **POLITICAL SCIENCE**

- 01:790:305 Public Policy Formation

## **PUBLIC HEALTH**

- 10:832:338 Health and Public Policy
- 10:832:350 Drugs, Culture and Society
- 10:832:351 Addictions Policy
- 10:832:416 Mental Health Policy
- 10:832:417 Population Tools and Policy
- 10:832:420 GIS for Health and Planning
- 10:832:462 Human Rights and Health
- 10:832:476 Immigration Policy and Health
- 10:832:483 Protecting Public Health and the Environment

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### **The required internship course for 762 major**

The Planning and Public Policy (762) major requires an internship. This experience allows you to apply the concepts and skills learned in your PPP courses and to test your possible career interests. There is a final orientation at the EJBSPPP. Internships may be 3 or 6 credits. A 3-credit internship requires a minimum of 125 hours (1 full day or 2 half days per week for 15 weeks) in an agency related to Planning and Public Policy. A 6-credit internship requires a minimum of 225 hours. Schedules can be worked out with the approval of your internship supervisor. Also, there is an actual class meeting on campus in addition to fieldwork hours.

*Preparing for an internship.* Before you can receive a special permission number to register for the internship, you must complete all of the following steps.

1. **Have your student folder reviewed by the program director or student services coordinator.** Contact him or her to make an *appointment at least a few months before you plan to register for the internship.* S/he will check that you:
  - Are a declared Planning and Public Policy major, accepted to the EJBSPPP.
  - Are in good standing in the major.
  - Have completed all prerequisite and core courses.
  - Have completed Research Methods (10:762:395)
  - After s/he has ascertained that you meet these requirements, you will be advised to attend the orientation session in semester preceding internship. ***The special permission numbers will be issued at this time by the internship professor or student services coordinator.***
2. **Discuss possible placements** with the program director, student services coordinator or internship professor, considering issues such as the population you wish to work with, topics of interest, types of settings, or skills you wish to develop. It is fine to look into ideas about where you might want to pursue your internship, but *do not make any formal arrangements until you have approval from the Rutgers internship faculty supervisor.*
3. **Update your resume.** Before you contact possible internship site supervisors, create or update your resume to reflect you education (including GPA overall and within the major), employment history, and contact information. If you do not know how to write a professional-style resume, please see the student services coordinator, the internship faculty supervisor, or visit Career Services.
4. **Meet with the Rutgers faculty internship supervisor**-the person who is listed on the schedule as the professor for the internship course.
5. **Orientation to the practicum.** Attend the practicum presentations and orientation session, which is held at the end of each semester (fall, spring and summer). Be sure to sign the sheet indicating that you have attended. Watch for signs, web site or email notices for the date and place of this session, or ask your advisor.
6. **Obtain a copy of the internship contract**, which must be completed and signed by *both* your site supervisor and the Rutgers internship professor *before* you can begin to count time working at the site toward the internship requirements.
7. **Attend the first day of class.** Although the students taking the practicum will be interning at many different sites, there are periodic “class” meetings during the semester with the Rutgers

Practicum professor and the other students registered for the practicum. Look in the Rutgers’ registration guide for the time and place of the first meeting; the professor will explain the schedule of meetings and other course requirements for the practicum.

*Internship must be unpaid.* You cannot be paid for your internship. *With the approval from the Rutgers faculty member who supervises the internship,* you may do an internship at the same site where you have a paid job, but your experience must be *under a different supervisor* than the person for whom you work for pay. You may receive travel reimbursement from your internship site if applicable.

*Balancing the internship and other time commitments.* The internship is a big time commitment. Do not plan to take more than 3 other courses during the same semester as your internship. If you also work more than 20 hours a week for pay or have other substantial responsibilities, take no more than 2 other courses in the same semester as the internship.

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### **Requirements for the Planning and Public Policy Minor**

- Introduction to Planning, Policy and Health (10:762:101 or 10:832:101)
- Basic Statistical Methods (10:762:205)
- A basic economics course (01:220:102,103 or 11:373:121)
- 5 additional planning and public policy (762) courses of at least 3 credits, *excluding Research Methods, Internship and Senior Seminar, which are for majors only.*

## **PUBLIC HEALTH (832) MAJOR**

Public health is community health. Its professionals monitor and diagnose the health concerns of **entire communities** and promote healthy practices and behaviors to assure our **populations** stay healthy. The three core public health functions are:

1. To assess and monitor the health of communities and populations at risk and to identify health problems and priorities;
2. To formulate public policies designed to solve identified local and national health problems and priorities;
3. To assure that all populations have access to appropriate and cost-effective care, including health promotion and disease prevention services, and evaluation of the effectiveness of that care.

The public health (832) major prepares students for graduate education in public health and for entry-level positions in a broad spectrum of private and public health organizations. Students receive a conceptual understanding of interrelated health, environmental, economic, educational, and social welfare issues. This program leads to a Bachelor of Science degree.

### **Learning Goals**

A successful public health major will be able to:

- Apply concepts from research methods and basic statistics to critically analyze articles in the public health literature.
- Write a coherent, well-organized paper about a public health topic.
- Integrate and apply concepts from earlier coursework to a capstone fieldwork experience in public health, resulting in defined deliverable for the host agency and a final oral presentation of the work in a public forum.

## REQUIREMENTS FOR THE PUBLIC HEALTH (832) MAJOR

### Prerequisites:

- Introduction to Planning, Policy and Health (10:762:101 or 10:832:101)
- Basic Statistical Methods (10:762:205)

### Core Courses:

- General Biology (01:119:101 and 01:119:102)
- General Chemistry (0:160:161 and 01:160:162)
- Introduction to Experimentation (01:160:171)
- Principles of Public Health (10:832:232)
- Epidemiology (10:832:335)
- Pre-approved 300-level writing course (**one** of these)
  - Scientific and Technical Writing (01:355:302) *or*
  - Writing for Business and Professions (01:355:303) *or*
  - Writing Grant Proposals (01:355:315) *or*
  - Public Health Literature (10:832:339)
- Research Methods (10:762:395) *open to majors only*
- Internship (10:832:499) *open to majors only*

### Elective Courses:

*Twelve (12) additional credits of electives in public health (832) or from pre-approved elective course list; 9 credits of which must be at 300-level or above are required.*

### Pre-approved electives for the Public Health major:

*Any non-required public health (832) course qualifies as an elective, as do the courses offered by other departments. Each course that is cross listed with 832 or 762 may be counted only once.*

### AFRICANA STUDIES

01:014:347 Health Issues in the African-American Community

### BIOLOGICAL SCIENCES

01:119:150 Biology, Society, and Biomedical Issues  
01:119:152 Biomedical Issues-AIDS  
01:119:154 Genetics, Law and Social Policy  
01:119:182 Human Sexuality

### ECONOMICS

01:220:316 Health Economics

## **ENVIRONMENTAL POLICY, INSTITUTIONS, AND BEHAVIOR**

- 11:374:225 Environment and Health in Society and the Mass Media
- 11:374:341 Social and Ecological Aspects of Health and Disease
- 11:374:430 Topics: Risk, Health and Safety
- 11:374:431 Topics: New and Re-emerging Diseases
- 11:374:436 Health Literacy

## **ENVIRONMENTAL SCIENCES**

- 11:375:301 Environment and Health
- 11:375:302 Elements of Water and Wastewater Treatment
- 11:375:435 Introduction to Occupational Safety and Health
- 11:375:406 Public Health Practice and Administration
- 11:375:421 Air Pollution

## **EXERCISE SCIENCE**

- 01:377:225 Contemporary Health Problems
- 01:377:304 Exercise and Aging

## **FOOD SCIENCE**

- 11:400:104 Food and Health

## **NUTRITIONAL SCIENCES**

- 11:709:226 Nutrition and Children
- 11:709:255 Nutrition and Health

## **PHILOSOPHY**

- 01:730:105 Current Moral and Social Issues
- 01:730:249 Bioethics (formerly Medical Ethics)

## **PLANNING AND PUBLIC POLICY**

- 10:762:303 Poverty in Developing Nations
- 10:762:304 Poverty in US
- 10:762:324 Social Movements
- 10:762:331 Urban Social Policy
- 10:762:335 Gender, Family and Public Policy
- 10:762:420 GIS for Health and Planning
- 10:762:462 Human Rights and Health

10:762:476	Immigration Policy
10:762:477	Immigration Policy (Case)
10:762:483	Protecting Public Health and the Environment

## **PSYCHOLOGY**

01:830:331	Infant and Child Development
01:830:333	Adolescent Development
01:830:335	Adult Development and Aging
01:830:377	Health Psychology

## **SOCIOLOGY**

01:920:210	Sociology of Medicine and Health Care
01:920:303	Social Gerontology
01:920:307	Sociology of Mental Illness

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### **The required internship course for 832 major**

The last step in the Public Health major is to complete a practicum, which is an internship or fieldwork experience that allows you to apply the concepts and skills learned in your PH courses and to test out possible career interests.

#### *Field versus research practicum*

There are two types of practicum, both of which require the same number of hours and a final oral presentation at the EJBSPPP.

- A field practicum is an internship at a workplace such as a health department or hospital. Working with their site supervisor, the student defines and completes a project related to public health, such as designing a health education program on a particular topic or learning to conduct field inspections. Students also “shadow” their site supervisor, attending meetings, site inspections, health education classes or other activities related to their project.
  - Most PH majors choose to do a field practicum, which provides “real world” experience related to Public Health, and helps acquaint them with a workplace setting.
- A research practicum is an in-depth investigation into a PH-related topic under the supervision of a Rutgers faculty member or other Public Health professional. It can comprise a review of the literature or a data analysis on the chosen topic, culminating in a scientific research paper.
- A research practicum is most appropriate for students who want to gain experience in the research and writing process in preparation for graduate study, or those who want to become well-versed in a particular health topic.

Both types of practicum require a minimum of 225 hours on a project related to Public Health. Most students doing a field practicum work 15 hours a week (often 2 days a week, full-time) for 15 weeks, but other schedules can be worked out with the approval of your supervisor.

Preparing for a practicum. Before you can receive a special permission number to register for the practicum, you must complete all of the following steps.

1. **Folder review by program director or student services coordinator.**  
Contact him or her to make an appointment at least a few months before you plan to register for the practicum. S/he will check that you:
  1. Are a declared Public Health major, accepted to the EJBSPPP.
  2. Are in good standing in the major.
  3. Have completed all prerequisite and core courses, most importantly Research Methods (10:762:395)
  4. Have completed at least 100 credits toward your Rutgers degree and at least 40 credits toward the PH major.
  5. After s/he has ascertained that you meet these requirements, you will be advised to attend the orientation session in semester preceding internship. ***The special permission numbers will be issued as this time by the internship professor or student services coordinator.***
2. **Discuss possible placements.** Your advisor will discuss ways to decide what type of practicum is best for you, considering issues such as the population you wish to work with, health topics of interest, types of settings, or skills you wish to develop. It is fine to look into ideas about where you might want to pursue your practicum, but *don't try to make any formal arrangements until you have approval from the Rutgers practicum professor.*
3. **Update your resume.** Before you contact possible practicum site supervisors, create or update your resume to reflect your education (including GPA overall and within the major), employment history, and contact information. If you do not know how to write a professional-style resume, please see the student services coordinator, the internship faculty supervisor, or visit Career Services.
4. **Meet with the Rutgers faculty practicum supervisor-** the person who is listed on the schedule as the professor for the practicum course.
5. **Orientation to the practicum.** Attend the practicum presentations and orientation session, which is held at the end of each semester (fall, spring and summer). Be sure to sign the sheet indicating that you have attended. Watch for signs, web site or email notices for the date and place of this session, or ask your advisor.
6. **Obtain a copy of the internship contract.** Obtain a copy of the practicum contract, which must be completed and signed by both your site supervisor at the Rutgers practicum professor before you can count any time working at the site toward the practicum requirements.

7. **Attend the first day of class.** Although the students taking the practicum will be interning at many different sites, there are periodic “class” meetings during the semester with the Rutgers

Practicum professor and the other students registered for the practicum. Look in the Rutgers’ registration guide for the time and place of the first meeting; the professor will explain the schedule of meetings and other course requirements for the practicum.

*Practicum must be unpaid.* You cannot be paid for your practicum. *With the approval of Rutgers faculty member who supervises the practicum,* you may do an internship at the same site where you have a paid job, but your practicum project must be *a different project under a different supervisor* than the person for whom you work for pay. You may receive travel reimbursement from your internship site if applicable.

*Balancing the practicum and other time commitments.* The internship is a big time commitment. Do not plan to take more than 3 other courses during the same semester as your internship. If you also work more than 20 hours a week for pay or have other substantial responsibilities, take no more than 2 other courses in the same semester as the internship.

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### **Requirements for the Public Health Minor**

- Introduction to Planning, Policy and Health (762:101 or 832:101)
- Basic Statistical Methods (762:205)
- A human biology course (01:119:101, 01:119:127 or 128, 01:119:131, 01:119:150, 01:119:152, or 01:119:182)
- 5 additional public health (832) courses of at least 3 credits each, ***excluding Research Methods and Internship with Seminar, which are for majors only.***

## **BLOUSTEIN RESEARCH FELLOWS (Honors Program)**

The Bloustein Research Fellows program offers an opportunity for a select group of students to align with the applied research done by the faculty, centers, and institutes at the Edward J. Bloustein School of Planning and Public Policy. Students may explore applications of planning and public policy related to community development, energy, health, or transportation policy, urban planning or workforce development. Students may participate in the program if they have completed the prerequisite courses to the Bloustein School admission for the planning and public policy (762) or public health (832) major and hold *at least* a 3.4 cumulative grade-point average.

## **DEPARTMENTAL HONORS AND AWARDS**

Departmental honors in Planning and Public Policy and Public Health are awarded to those candidates whose grade-point average is at least 3.4 for all courses counted toward the major(s). To receive high honors, a student must achieve at least a 3.6 grade point average; and at least a 3.8 grade point average for highest honors. The Bloustein School issues a certificate to the student as well as notifies the undergraduate college of the achievement. Also, there is an annual undergraduate baccalaureate dinner for October, January and May Bloustein graduates. Two awards given at this time are the Miriam Barker and the Sydney and Mildred Greenberg awards. These awards are given to a planning and public policy major and a public health major, respectively, who have achieved scholastic excellence.

## **DEGREE NAVIGATOR**

Degree Navigator is a flexible, easy-to-use degree audit and academic advising system for undergraduate programs. The system is designed to assist the student and the academic advisor with the process of managing your general education and major requirements. When examining Degree Navigator for the Public Health and Planning and Public Policy curriculum, students must be sure the correct version is set in order to obtain the appropriate information, i.e. Version: Fall 2003, Fall 2005 or Fall 2007. This is based upon when the student entered the university or program.

*For students following the Fall 2003 or Fall 2005 public health curriculums, any corrections will be made by adding a “note”. This applies to students following the Fall 2003 version of planning and public policy curriculum as well.*

## CERTIFICATE PROGRAMS

Certificates recognizing areas of concentration are awarded only with or subsequent to the awarding of a baccalaureate degree. Each certificate program requires between 15 and 24 credits of specified coursework. Students may pursue more than one certificate. A meeting with the Bloustein undergraduate student services coordinator is recommended to discuss and coordinate the required coursework. The following certificate programs are available to current or returning (post-baccalaureate) students in any Rutgers-NB major:

The ***Community Development Certificate*** is offered for students or to professionals in the field who wish to upgrade their skills. The program provides a concentration of core courses in community development such as capacity building, community-based organizations, community growth and decline, urban revitalization, community politics, finance and tourism.

The ***Real Estate Certificate*** is offered for students or to professionals in the field who wish to upgrade their skills. The program provides a concentration of core courses in real estate such as historic preservation, real estate development, planning thought, finance, and housing economics.

The ***Urban Planning Certificate*** is offered for students or to professionals in the field who wish to upgrade their skills. The program provides a concentration of core courses in urban planning such as smart growth, urban revitalization, state and regional planning, planning law, sustainable development and community growth and decline.

The ***Public Health Preparedness Certificate*** is offered for students and first responders (e.g., emergency medical technicians, police officers, firefighters) interested in biological, chemical and radiological agents that have the potential to cause widespread harm to public health; as well as emergency management concepts. The certificate is offered in conjunction with the UMDNJ-School of Public Health.

The ***Public Health Education Certificate*** is offered for students interested in preparing for the national Certified Health Education Specialist (CHES) examination; for additional information on the CHES examination, see [www.nchec.org/](http://www.nchec.org/). The certificate is offered in conjunction with the Rutgers University Health Services-Health Outreach, Promotion and Education (HOPE).

The following certificate program is open only to students who are pursuing or who have already completed the public health major:

The ***Nursing Home Administration (NHA) Certificate*** is offered for students interested in gerontology, eldercare and health administration. The certificate reduces the number of post-graduate hours required, and covers much of the material necessary for students to prepare for the state licensing examination. Students may complete both the public health major and the NHA Certificate requirements simultaneously, in which case the NHA courses, the elective requirements and the practicum requirement work towards the public health major.

## **ARTICULATED PROGRAMS**

### **Bachelor of Science or Bachelor of Arts/ Master of Public Health 5-year Program**

Articulated programs exist on the Piscataway/New Brunswick Campus for a BA or BS/MPH degree option for select, highly-qualified undergraduate students with an interest in a public health career. The articulated program, administered through the Edward J. Bloustein School of Planning and Public Policy, is open to all majors attending Rutgers-New Brunswick. The program allows Rutgers undergraduate students to take up to 15 graduate core credits at the UMDNJ-School of Public Health toward both degrees while enrolled as an undergraduate student paying undergraduate tuition. The graduate credits obtained as an undergraduate from the UMDNJ-School of Public Health, program cannot be transferred to other graduate programs. This program provides select students advanced placement in graduate study.

Applicants for admission to the articulated BA or BS/MPH program must have completed at least 60 but no more than 90 undergraduate credits (at least 20 of which count towards their major requirements) and demonstrated both a mature attitude and superior academic achievement. They must be recommended to the program by their major advisor or college dean. Faculty or college dean letters of recommendation should include a brief description of the student's interests, track record, and statement of maturity. The faculty recommendation should be sent to the Rutgers advisor to the program, who will then invite the student for an appointment to discuss the application process.

Students applying to the articulated program must submit official transcripts of all prior work, an essay stating their career goals in public health, and letters of recommendation, including one from the Rutgers advisor to the five (5) year program. The GRE scores are waived.

For more information, please contact Christina Miller, Coordinator of Undergraduate Student Services at [millercl@rci.rutgers.edu](mailto:millercl@rci.rutgers.edu).

**Bachelors/Master of City and Regional Planning (BA or BS/MCRP)  
and  
Bachelors/ Master of Public Policy (BA or BS/MPP)  
3-1-1 Programs**

The Edward J. Bloustein School of Planning and Public Policy, in conjunction with the undergraduate colleges at Rutgers University, has created special programs that enables students to earn a *Bachelor of Arts or Science and a Master of City and Regional Planning* **or** a *Bachelor of Arts or Science and a Master of Public Policy* in five years rather than the normal six years. These programs give exemplary students the opportunity to complete their liberal arts education and prepare themselves for a career in urban planning and development and public policy.

During the first three years of their undergraduate education, students will complete most of their major and general studies requirements. During their senior year, admitted students will take up to six (6) graduate courses in the Urban Planning and Policy Development Program or the Public Policy Program, which are taught in the school's state-of-the-art facility on Livingston Avenue. Also, students receive the benefit of undergraduate tuition rates while taking graduate courses, thus reducing the cost of the two degrees. At the end of their fourth year, students should have completed all undergraduate requirements to receive their bachelor's degree. During their fifth year, students complete their graduate studies and receive the MCRP or the MPP degree. Interested students must achieve and maintain at least a 3.0 grade-point average.

Students may apply for admission to either the BA or BS/MCRP **or** BA or BS/MPP by January 15th of their junior year. Students should take the GRE in the fall of their junior year. The application needs to contain official transcripts, three letters of recommendation, a statement of purpose, GRE scores, resume and a letter from your academic advisor at your undergraduate college authorizing the application. Your statement of purpose should indicate which 3-1-1 program you are pursuing.

For more information, please contact Lynn Astorga, Coordinator of Graduate Student Services at [lastorga@rci.rutgers.edu](mailto:lastorga@rci.rutgers.edu).

## **INTERNSHIP/CAREER OPPORTUNITIES**

Students are informed about career opportunities and internships/volunteer opportunities via the major list serves, the office of student services, Rutgers University Office of Career Services and the career page at the Bloustein School's website at <http://policy.rutgers.edu/students/careers.php>. There are career sessions and seminars, job and graduate school fairs organized through the School as well as Rutgers University to assist students in their post baccalaureate endeavors.

## **EDWARD J. BLOUSTEIN PUBLIC SERVICE ASSOCIATION (EJBPSA)**

The organization was established during the fall 2006 term, and provides opportunities for networking, as well as participation in a variety of public service activities. The EJBPSA undergraduate student organization is dedicated to providing a forum for students interested in public service initiatives. EJBPSA endeavors may involve local government, and community-based and non-profit organizations in areas of interest that include community development, public health, housing and transportation.

Undergraduate students benefit by participating in the EJBPSA by gaining access to academic and career development activities, as well as mentoring and networking opportunities. All officers for the EJBPSA are required to be declared planning and public policy (762) majors, or declared public health (832) majors at the Edward J. Bloustein School of Planning and Public Policy. All Rutgers -New Brunswick undergraduate students from all disciplines are eligible to join the EJBPSA. The organization won the Alegria Award for Outstanding Achievement in Community Service in spring 2007.

## **FACULTY**

Bloustein School faculty publish in scholarly journals; serve as advisers to local, state, and federal government; and are engaged in cutting-edge research that addresses many of our era's most challenging issues, including educational policy, brownfields and neighborhood redevelopment, transportation policy, and workforce development. For a complete list of faculty and their teaching and research interests, please visit the Bloustein School's website at <http://policy.rutgers.edu/faculty/>.

## **OFFICE OF STUDENT SERVICES**

There is a support staff in place to give academic advising and to assist with student needs. Steve Weston, Christina Miller and Lynn Astorga are available to help. Their hours and contact information are as follows:

Steve Weston, Assistant Dean for Student and Academic Services  
Room 186; (732) 932-5475 ext. 753; [sdweston@rci.rutgers.edu](mailto:sdweston@rci.rutgers.edu)  
Office Hours: 8:30am to 5:30pm (M-F)

Christina Miller, Coordinator, Undergraduate Student Services  
Room 183; (732) 932-5475 ext. 683; [millercl@rci.rutgers.edu](mailto:millercl@rci.rutgers.edu)  
Office Hours: 10:00am to 6:00pm (M-Th); 9:30am to 5:30pm (F)

Lynn Astorga, Coordinator, Graduate Student Services  
Room 184; (732) 932-5475 ext. 740; [lastorga@rci.rutgers.edu](mailto:lastorga@rci.rutgers.edu)  
Office Hours: 8:30am to 5:00pm (M-F)