



Northeastern
College of Social Sciences
and Humanities

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Department of History



Graduate Resource Guide *2026-27*

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Chair's Welcome

Dear Incoming Master's and PhD Students,

On behalf of the faculty and staff, I am delighted to welcome you to our department! This is an exciting time in your academic journey, and we are thrilled to have you join our vibrant community of scholars. As you embark on this challenging yet rewarding path, remember that we are here to support you every step of the way. Please take advantage of the resources available, engage with your professors and peers, and actively participate in departmental events and discussions.

This resource guide contains valuable information to assist you, and we encourage you to reach out to Brian Didio, our Academic Program Administrator, for support. We look forward to supporting your growth, achievements, and contributions during your time here!

Gretchen Heefner
Professor & Chair
Department of History
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Department Administration and Contacts

ADMINISTRATION

Gretchen Heefner, Chair, 205 Meserve, g.heefner@northeastern.edu
Faculty and Department Oversight

Grace Dolan, Administrative Assistant, 249 Meserve Hall, m.dolan@northeastern.edu
(Meeting scheduling, Website, Work Study, Office Supplies, and other office needs)

Brian Didio, Academic Program Administrator, 360Q Renaissance Park, b.didio@northeastern.edu
(Course Registration, Advising & Planning, contacting other departments)

GRADUATE PROGRAMS

Victoria Cain, Director of Graduate Programs, v.cain@northeastern.edu

Jessica Parr, Director of Master's in Public History, j.parr@northeastern.edu

Heather Salter, Director of Master's in World History, h.streetssalter@northeastern.edu

ACADEMIC ADVISING

All graduate students are encouraged to reach out to their advisors at least once a term. Program Directors serve as advisors to students in the MA programs. Brian Didio serves as advisors to all graduate students and should be contacted for assistance with registering for classes.

Heather Salter, Director of Master's in World History, h.streetssalter@northeastern.edu

Jessica Parr, Director of Master's in Public History, j.parr@northeastern.edu

History Events & University Deadlines

For the most accurate and complete list of university-wide dates, please see the [registrar calendar \(linked here\)](#).

Fall 2026

- September 8: Graduate Orientation & Reception
- September 9: First day of fall classes
- November 2: First day of spring registration for new graduate students
- November 9: First day of spring registration for continuing graduate students
- November 25 – November 29: Fall recess
- November 30: Fall classes resume
- December: Spring SGA Assignments Distributed
- December: Department Holiday Party (*date TBD*)
- December 13: Last day of classes with final exams
- December 20: Last day of classes without final exams

Spring 2027

- January 13: Classes resume
- February 22: First day of summer registration period for new graduate students
- March 1: First day of summer registration for continuing graduate students
- March: Department Research Award Applications Due
- March: HGSA Annual Conference (*date TBD*)
- March 8 – March 14: Spring recess
- March 15: Spring classes resume
- April 5: Fall registration for continuing graduate students
- April: Summer SGA Assignments Distributed
- May 2: Last day of classes

Summer 2027

- May 12: First day of summer classes (*Relevant if assigned as summer TA or Instructor*)
- May 12: First day of fall registration for new graduate students
- June 27: Last day of Session A classes (*Relevant if assigned as summer TA or Instructor*)
- July 6: First day of Session B classes (*Relevant if assigned as summer TA or Instructor*)
- August 22: Last day of Session B classes (*Relevant if assigned as summer TA or Instructor*)
- August: Fall SGA Assignments Distributed
- September 8: Fall 2026 classes begin

Student Financial Responsibility Agreement (SFRA) & Student Financial Services

Financial institutions, including the financial departments of colleges and universities, are required by federal debt collection and consumer protection laws to be transparent with their policies/procedures and requirements. These institutions also want to ensure that the consumer/student is aware of the institution's policies and responsibilities. For this reason, Northeastern University requires that all students, on an annual basis, accept the Student Financial Responsibility Agreement (SFRA), which acknowledges their obligations and understanding of the financial policies of the university. The SFRA informs students of the financial responsibilities associated with enrolling for classes and explains the potential consequences that may result if a student fails to meet those obligations.

Our goal is to help students understand the cost of their education and the financial policies associated with their enrollment at Northeastern University. The SFRA, in conjunction with our website, e-statement account information, letters and other documentation, helps explain the university's expectations for payment, and allows us to clearly inform students of our policies related to billing, late payment, contact methods, etc.

What is SFRA and how do I complete it?

The SFRA is a mandatory agreement that outlines financial obligations and responsibilities for attendance at Northeastern University. All students must complete the SFRA via their Student Hub: mc.northeastern.edu

What if I don't accept the SFRA?

The SFRA must be accepted in order to continue to access university services, including class registration, as an active Northeastern student.

How often do I have to complete the SFRA?

The SFRA must be completed at least once per academic year, or if changes to the current agreement are mandated.

What if someone else is responsible for paying my account (i.e. through a sponsorship or employer)?

All students hold ultimate responsibility for their account, including any unpaid balances should the third party payer not pay completely, and as such, must accept the SFRA.

Why must I complete the SFRA if my tuition and applicable fees are being covered by the university or outside funding sources?

It is possible that funded students may accrue charges on their account which are not covered by the university and/or outside sources of aid. For instance, students may be sponsored for tuition and fees only, and have housing and NUSHP charges, for which they are responsible. Student accounts also reflect items such as Library Book Fines, Lost IT charges, and the like. In these instances, students are financially responsible for those additional charges and, as such, must accept the SFRA. Additionally, in the event an account balance results from a change of circumstance in a funding source, students are responsible for the amount due.

What communications does the SFRA cover?

While a student at Northeastern, we must be able to contact you regarding your academic and financial obligations and requirements. The SFRA applies to any contact made regarding your financial obligations to the university. Once you are an Alumni, you may opt-out of further communication(s) by contacting the appropriate department(s) directly.

What is an SFRA Hold?

Failure to complete the **annual** SFRA can result in a hold being applied to your account. This hold will prevent access to your grades, transcripts, and registration-related activities.

Once I complete the SFRA, when will the hold be lifted?

The SFRA hold will be removed within a few minutes after completing the form.

How can I access a copy of the current SFRA?

Students may find a copy of their completed SFRA forms on their Student Hub. Please note, the SFRA is not available on the Family Portal. Parents/Guardians who would like to view the most recent SFRA, may do so [here](#).

If I have additional questions regarding the SFRA, who should I reach out to?

Please contact our office at studentaccounts@northeastern.edu if you have any questions regarding the SFRA.

View a copy of the [Student Financial Responsibility Agreement \(SFRA\)](#).

Student Financial Services

Using the SFS Self-Service Portal as a Campus Partner: The [SFS Self-Service Portal](#) includes a library of frequently asked questions relevant to Students and Campus Partners. You can access the information needed to help guide them to appropriate resources.

This resource is available 24/7 and gives individuals across our global campus network the ability to search various articles, access resources, and browse FAQs related to Student Financial Services. This may reduce the wait time for a response and allow for self-service outside of traditional business hours.

Tuition, Fees, Payment, and Billing.

Tuition and fees are available on the [Student Financial Services website](#). They are subject to revision by the University's President and the Board of Trustees.

Northeastern University Health Plan (Discussed in more detail below)

The Commonwealth of Massachusetts requires that all students who have matriculated and carry a certain course load or are enrolled in a full-time program have hospital insurance. Students who are covered under a comparable domestic hospital insurance plan may waive the Health Services fee through their Student Hub.

Fees:

All fees are mandatory except for the Northeastern University Student Health Plan (NUSHP) fee. Students may waive the NUSHP fee through their Student Hub if they have comparable health plan coverage (please see below for details). [Descriptions for all fees can be found here](#).

Credit Balances

Inquiries about credit balances should be directed to Student Accounts. Refund requests for credit balances are made via the "Services & Links" section on the student's myNortheastern portal. Credit balances will be refunded to the student unless otherwise directed by the student or the bill payer. For more complete information, see [Student Financial Services](#).

Frequently Asked Questions on Billing Information, Payment Information and Dues Dates, Payment Plans through Flywire and other questions should visit this [link](#).

Note the following exception: If the credit in your account is due to a Parent PLUS Loan, Supplemental Loan, and/or payment plan payment(s), the credit balance will be refunded to the bill payer on record unless a Refund

Authorization form, stating that funds may be released directly to the student, is received from that borrower. If a credit stems from an overpayment with a credit card, the refund must be returned to the credit card that was used.

Leave of Absence Tuition and Fee Adjustments

Please refer to [Leaves of Absence and University Withdrawal](#).

Disability Resource Center Tuition Adjustments

Students who are registered with [Northeastern University's Disability Resource Center \(DRC\)](#) and are approved for reduced course loads may be eligible to petition the center for tuition adjustments directly related to their documented disability. Further information is available from the DRC.

State-Specific Refund Policies

For state, province, and country-specific refund information, visit the [Student Financial Services Website](#). For more detailed information on Billing, please see the [Student Billing Website](#).

Financial Aid, Awards, & Fellowships

Finance Your Future

Northeastern offers graduate students a variety of resources to help them finance their education, including assistantships, scholarships, grants, loans, and work awards. Students should also consider starting their **Free Application for Federal Student Aid (FAFSA)**, the first step toward receiving financial support from the federal government.

Included among Northeastern's available resources are:

- [Double Husky Scholarship](#)
- [Lifetime Learning Membership](#)
- [CSSH Graduate Fellowship Opportunities](#)
- [Fellowship Opportunities](#)
- [Yellow Ribbon Program](#) (Specific to military students)

Northeastern also provides assistantships and other financial support to a limited number of qualified fulltime graduate students who have demonstrated high scholastic achievement.

Assistantships

Some assistantships are promised at the time of acceptance; others may be awarded at any time. Prospective students should visit their desired college's website to determine what they're eligible for. Northeastern offers:

- **Research Assistantships (RA)** — Research assistants are involved in research activities under the direct supervision of regular faculty members. Research assistant positions are funded through externally funded grants.
- **Teaching Assistantships (TA)** — Teaching assistants help faculty members in capacities that involve direct contact with either undergraduate or graduate students, such as serving as grading assistants or holding office hours.
- **Stipend Graduate Assistantships (SGA)** — Doctoral students are eligible for an SGA, which offers a stipend, tuition remission, and health plan that covers the entirety of their program. The Department offers Teaching Assistantships or Research Assistantships to doctoral applicants who have been admitted into the program. This is a five-year award, while the student in the program is making favorable progress toward their degree. All TA or RA positions provide tuition remission and coverage under the university health plan. Every admitted applicant will receive a departmental TA or RA assignment each semester. Teaching and Research Assistant Pay Schedule SGAs are paid on the 15th and the last day of each month. If either of these days falls on a weekend day, the payday is the Friday prior.
- **Instructor of Record** - When a Doctoral student completes their comprehensive exams, they may teach courses as an instructor of record to fulfill their SGA.

Questions about award and scholarship eligibility should be directed to Victoria Cain, Director of Graduate Programs, v.cain@northeastern.edu. You can also visit the College of Social Sciences and Humanities [Financial Aid and Awards](#) page.

College of Social Sciences and Humanities Graduate Fellowship & Funding Opportunities

CSSH offers several competitive, semester-long fellowship opportunities to its full-time Ph.D. students. The experiential fellowships and fieldwork fellowships are available every semester, and applications typically open in the first months of the preceding semester. The dissertation completion fellowship can only be used for a doctoral candidate's final semester. **The university sends emails when these fellowship applications open each semester.**

CSSH also maintains a list of fellowship opportunities at Northeastern and outside of the university that is updated frequently here: [Opportunities | PhD Graduate Education at Northeastern University](#)

Experiential Fellowships

Semester-long **experiential fellowships** will facilitate experiential endeavors for doctoral students interested in a placement with an external partner who is not able to otherwise support the student.

- **Eligibility:** To qualify for the experiential fellowship, the doctoral student must have identified and secured interest from an external partner organization. [Apply](#)

Fieldwork Fellowships

Semester-long **fieldwork fellowships** will permit doctoral students to retain their stipend while they collect data or conduct fieldwork directly related to their own dissertation work.

- **Eligibility:** For the fieldwork fellowship, the doctoral student must have successfully defended their dissertation prospectus at the time of application. [Apply](#)

Ph.D. Network Dissertation Completion Fellowships

Semester-long **Dissertation Completion Fellowships** offer support for doctoral students approaching degree completion. Offered in partnership with the Office of the Provost.

- **Eligibility:** For doctoral students to complete their dissertation. The application requires students to demonstrate that they will complete and defend their dissertation by the end of the semester for which they use the fellowship. [Apply](#)

Humanities Center Global Fellowship

This is a yearlong fellowship opportunity provided through the Humanities Center. Applications typically open in March for the following year, and the annual cohort includes a mix of doctoral students and faculty. This is typically for PhD students who have defended their prospectus and plan to use the fellowship period for researching and writing.

- **Eligibility:** For doctoral students to work on their dissertation after they have defended their prospectus. Applications should demonstrate alignment with the theme selected by a lead faculty member each year. [Apply](#)

History Department Funding Opportunities and Awards

Department of History Academic Awards

Feer Award

Professor Robert Feer taught courses in American, Colonial, and Intellectual History. The Department's graduate award, given annually to the graduating Master's or Doctoral student with the highest overall grade point average, is named in his honor.

Gerry Herman Public History Award

This award is given in honor of Professor Gerry Herman, who devoted his career to studying how history is created, presented and consumed by publics outside the academy. The award will be given annually to a graduate student demonstrating exceptional commitment and ability to inspiring public engagement with the past.

The Zanghi and Dow Endowed History Research Award

This fund was established by Lucille Zanghi and James Dow to support graduate students in the College of Social Sciences and Humanities in their historical research projects. The award offers research support for dissertation research. To apply, please provide a CV, a one page explanation of how you will use this funding, a budget, a list of other funds to which you have applied to finance this project and, if applicable, a brief description of your plans to procure future funding for this project. Only doctoral students who have passed their comprehensive examinations and defended their prospectuses may apply for this award.

Gillis Family World History Research Award

This fund has been established by the Gillis Family for graduate students pursuing advanced degrees in World History at Northeastern University. Grants can be used for research, language training, or conference travel. The award provides funding for research, language training and conference travel. To apply, please provide a CV, a one-page explanation of how you will use these funds, a budget, a list of other funds to which you have applied to finance this project and, if applicable, a brief description of your plans to procure future funding for this project. Both MA and PhD students may apply for this award at any stage of their studies.

Northeastern University Student Health Plan (NUSHP)

Effective Dates and Costs

NUSHP plans are effective for the term that a student meets the minimum qualifications outlined by the State of Massachusetts. Students with a comparable domestic insurance plan are given the opportunity to waive NUSHP the term they meet the qualifications via the myNortheastern student portal once they have been billed for NUSHP, please see [Waiver page](#). Eligible students need to waive each academic year. Students who wish to enroll dependents can do so, however there are additional rates for them. Once enrolled in the plan, students must stay for the full policy period, September 1 to August 31. After the waiver deadline, the premium is not adjusted for any reason.

Yearly Rates & Coverage Periods

Rates for eligible students and their dependents for the academic year 2026-2027 can be found on the Northeastern Student Health Plan [enrollment page](#). These rates can be prorated depending on entry dates and qualifying events for students and their dependents.

UHCS

Northeastern University Health and Counseling Services is an institutional member of the American College Health Association (ACHA). ACHA has served as the voice for student health and wellness since 1920. Through advocacy, research and education, ACHA stands at the forefront of issues that impact the health and wellness of college students.

University Health and Counseling Services (UHCS) offers support, information, and response to Mental and Medical Health concerns. Services include:

- Same day routine and urgent [medical visits](#)
- Walk-in [mental health assessment and treatment](#)
- [24/7 mental health support](#)
- Follow-up visits as needed for medical and mental health concerns
- [Referral](#) to clinical care resources in the community
- [Immunization compliance](#)
- [Medical leave of absence](#)
- [Lab Charges](#)
- [Northeastern University Student Health Plan \(NUSHP\)](#)

Master of Arts in History

The Master of Arts in History offers two concentrations: Public History and World History.

- Public history encompasses the practice of history outside the academy in museums, state and local historical societies, archives, the National Park Service, and more. Public history includes the study of such topics as material culture, historical exhibits and museums, historical agencies, archival administration, and how difficult issues including slavery and sites of violence are presented to the public.
- World history focuses on the history of regions or peoples in Africa, Europe, Latin America, Asia, or the United States, with attention to the intersections and connections between national, regional, and global developments.

Program Directors

Jessica Parr, Director of Public History, j.parr@northeastern.edu

Heather Salter, Director of World History, h.streetssalter@northeastern.edu

Program Credit/GPA Requirements (*See also the official catalogue listing of requirements here*)

The MA Program requires **32 total semester hours** (34 with optional co-op). Students are expected to maintain a 3.000 grade-point average (GPA), with a grade of B or higher in HIST 5101, 5102, 5737, and 7370. Should the GPA drop below 3.000, the student will be placed on academic probation and allowed one more semester to bring their GPA to the 3.000 level. If the student is not able to meet this requirement by the end of the following semester, the student may be asked to leave the program.

Concentration in World History

Core Requirements

- | | | |
|-------------------------|--------------------------|-----------|
| 1. HIST 5101: | Theory and Methodology 1 | 4 credits |
| 2. HIST 5102: | Theory and Methodology 2 | 4 credits |
| 3. HIST 7301-HIST 7325: | Research Seminar | 4 credits |

Additional Requirements

- | | |
|---|------------|
| 4. 20 Semester Hours from any of the following courses (4 credits each) | 20 credits |
| a. HIST 6103 - HIST 6295 | |
| b. HIST 7205 - HIST 7218 | |
| c. HIST 7220 - HIST 7297 | |

5. Students must demonstrate reading knowledge in a language other than English

Concentration in Public History

Core Requirements

- | | | |
|---------------|--------------------------|-----------|
| 1. HIST 5101: | Theory and Methodology 1 | 4 credits |
|---------------|--------------------------|-----------|

2. HIST 5237:	Issues and Methods in Public History	4 credits
3. HIST 7370:	Readings and Methods for Digital History	4 credits
4. HIST 8410:	Fieldwork in History (1) (2 semester hours, taken twice)	4 credits
5. HIST 8411	Fieldwork in History (2)	4 credits

Additional Requirements

1. 4 Semester hours from any of the following (4 credits each) 4 credits
 - a. HIST 6000 - HIST 6900
 - b. HIST 7301 - HIST 7235
2. 12 Semester Hours from any of the following courses (4 credits each) 12 credits
 - a. HIST 6238 - HIST 6248
 - b. HIST 6295 - HIST 6966
 - c. HIST 7201 - HIST 7297

Public History Fieldwork Requirements

HIST 8410: Required Fieldwork in Public History (4 credits)

Master's students in the Public History concentration are required to complete one fieldwork totaling at least 300 hours over the semester. This can be accomplished in multiple fieldwork placements. It is the responsibility of the student to notify the Public History Director well in advance of the semester when he/she desires to do a fieldwork so that proper preparations can be made. The History Department takes no position concerning whether fieldwork is paid or done on a volunteer basis--either is acceptable.

Successful completion of fieldwork requires:

1. A letter from the employing agency stating the nature of the tasks to be performed by the student.
2. A written report prepared by the student at the completion of the fieldwork. This report contains a description of the tasks performed, sample materials of work completed (if applicable), and the student's evaluation of the experience.
3. A letter from a supervising agency employee (normally the fieldwork's supervisor) verifying that the student has completed the fieldwork and indicating the quality of the work.

Optional Co-Op Experience

The master's program offers an optional cooperative education experience ("co-op") to eligible students. Cooperative education is central to both the Northeastern experience and to the College of Social Sciences and Humanities experiential liberal arts framework. Northeastern's signature co-op ecosystem provides qualified master's students with six-month work experiences as practicing public historians. Graduate students take their work from campus learning spaces, apply their knowledge outside of the classroom, and then bring knowledge

and skills gained in community learning spaces back to our campus learning spaces during the co-curricular experiential integration course.

Requirements:

- | | | |
|--------------|--|-----------|
| 1. HIST 6964 | Co-op Work Experience (<i>taken twice in consecutive semesters</i>) | 2 credits |
| 2. INSH 6864 | Experiential Integration (<i>taken twice in consecutive semesters</i>) | 2 credits |

Doctoral Program in History

The PhD program seeks to train research historians who plan to teach global, transnational, and comparative history at the college and university level. Systematic training in theory and methodology, preparation for college teaching, the opportunity to complement this training with specific disciplinary certifications, and the chance to work with relevant cultural and historical institutions are distinctive features of Northeastern's doctoral program.

Academic Standing/Progress

Students are required to maintain an overall GPA of at least 3.50 each term. In addition, the PhD annual review is based on a report by the student's advisor with attention to:

- Successful completion of required courses
- Passing the departmental language examination in the language of their field
- Successful performance of teaching assistant duties
- Successful completion, where appropriate, of other required activities, including construction of the comprehensive examination list and the dissertation proposal and scheduling of comprehensive examinations
- Success in setting up a doctoral committee.

Doctoral Degree Candidacy

Students entering without an MA in history must complete 45 semester hours of coursework; pass the qualifying examination; and successfully defend a dissertation proposal by the end of the third year in the program. Students entering with an MA in history must complete 37 semester hours of coursework; pass the qualifying examination; and successfully defend a dissertation proposal by the end of the third year in the program. Upon completion of these requirements, students will be deemed PhD degree candidates by the college.

Milestones

- Annual review
- Language examinations (typically years one or two)
- Completion of required courses (typically year two)
- Qualifying examination (year three)
- PhD candidacy (year three)
- Formation of dissertation committee (year three)
- Defense of dissertation proposal (year three)
- Defense of dissertation (typically year five)

Required Coursework to Achieve Candidacy (45 Credits) ([See university catalogue listing here](#))

Core Requirements

1. HIST 5101:	Theory and Methodology 1	4 credits
2. HIST 5102:	Theory and Methodology 2	4 credits
3. HIST 7370:	Readings and Methods for Digital History	4 credits
4. HIST 7314:	Research Seminar in World History	4 credits
5. HIST 8409:	Practicum in Teaching	1 credit
6. HIST 7314:	Practicum in Reading and Research	4 credits

Additional Requirements

1. 20 Semester Hours from any of the following courses (4 credits each)	20 credits
a. HIST 7219 - HIST 7251	Topics
b. HIST 7976	Directed Study (<i>often used during reading for comps</i>)
c. HIST 8982	Readings (<i>often used during reading for comps</i>)

Courses after required credits

Core Requirements

1. HIST 8960:	Exam Preparation (<i>used to prepare for comprehensive exam</i>)
2. HIST 9990:	Dissertation Term 1
3. HIST 9991:	Dissertation Term 2
4. HIST 9996:	Dissertation Continuation (<i>Required after HIST 9990 and 9991 for every semester until dissertation is complete</i>)

Ph.D. Advanced Entry Program Requirements

Required Coursework to Achieve Candidacy (45 Credits)

Core Requirements

- | | | |
|---------------|--|-----------|
| 1. HIST 5102: | Theory and Methodology 2 | 4 credits |
| 2. HIST 7370: | Readings and Methods for Digital History | 4 credits |
| 3. HIST 7314: | Research Seminar in World History | 4 credits |
| 4. HIST 8409: | Practicum in Teaching | 1 credit |
| 5. HIST 7314: | Practicum in Reading and Research | 4 credits |

Additional Requirements

- | | |
|--|---|
| 1. 8 Semester Hours from any of the following courses (4 credits each) | 8 credits |
| a. HIST 7219 - HIST 7251 | Topics |
| b. HIST 7976 | Directed Study (<i>often used during reading for comps</i>) |
| c. HIST 8982 | Readings (<i>often used during reading for comps</i>) |

Courses after required credits

Core Requirements

- | | |
|---------------|--|
| 5. HIST 8960: | Exam Preparation (<i>used to prepare for comprehensive exam</i>) |
| 6. HIST 9990: | Dissertation Term 1 |
| 7. HIST 9991: | Dissertation Term 2 |
| 8. HIST 9996: | Dissertation Continuation (<i>Required after HIST 9990 and 9991 for every semester until dissertation is complete</i>) |

Other Programs & Certificates

Certificates in History

Graduate Certificate in Public History ([See catalogue listing here](#))

The Graduate Certificate in Public History allows students to pursue an organized course of study in public history. Students have an opportunity to gain a knowledge of core methods and issues in the field of public history and are enabled to use public history approaches in their own research and work.

Public history is a well-established field of practice that marries academic research and methods to public applications and collaborations. Public historians typically work in museums, archives, historical societies, documentary film production, and social activism, though training in public history is useful to a wide variety of humanistic, social science, and legal fields.

Complete all courses and requirements listed below unless otherwise indicated.

Required Coursework for Public History Certificate (12 Credits, Minimum 3.00 GPA)

Core Requirements

- | | | |
|---------------|---|-----------|
| 1. HIST 5237: | Issues and Methods in Public History | 4 credits |
| 2. HIST 8410: | Fieldwork in History (1)
(2 semester hours, taken twice) | 4 credits |

Electives (Complete one of the following)

- | | | |
|---------------|--|-----------|
| 1. HIST 5241: | Exhibits and Museums | 4 credits |
| 2. HIST 7250: | Topics (Sites of Violence and Public Memory) | 4 credits |
| 3. HIST 7250: | Topics (Public History and Slavery) | 4 credits |

Digital Humanities, Graduate Certificate ([See catalogue listing here](#))

The Graduate Certificate in Digital Humanities allows students to pursue an organized course of study in digital humanities with the interdisciplinary faculty of the [NULab for Texts, Maps, and Networks](#). This certificate can be completed both by Northeastern University doctoral and master's students during their existing program of study as well as those seeking a stand-alone certificate.

The digital humanities are interdisciplinary in scope and collaborative in nature. The field is developing in relation to new digital technologies that have changed the objects of study, methods, and opportunities for research and teaching in existing humanities fields. Digitized texts are now read and accessed in new ways; digitized corpora of texts make possible new modes of quantitative and qualitative analysis (including “distant reading,” text mining, mapping, and network analysis); born digital objects constitute new primary sources in need of humanistic theorization, approaches, and critical vocabularies; and modes of encoding, aggregating, and

connecting texts enable the creation of new archival resources that are changing our understanding of the archive itself as well as revealing new historical, literary, and cultural patterns. The field is new and developing rapidly. Many students are eager for training in this area—both because DH is at the cutting edge of disciplinary work and because it offers new opportunities for employment within the academy and outside of it.

Academic Standing/Progress

Students in the program are monitored for academic progress. Those students whose grade-point average falls below a 3.000 are notified by and meet with the director of academic programs. They are counseled that if their GPA does not rise to a 3.000 or higher, they run the risk of not graduating and are advised on strategies for improvement.

Final Project

The student will complete a final independent DH research project located in the student's home program (such as a thesis, or a portion thereof) or participation in a collaborative DH project with substantial student participation. The final project will be overseen by NULab faculty members teaching the project seminar during its development; NULab workshop instructors will advise students on their projects and help students get guidance from other faculty as appropriate. Final projects will be submitted with three components: the project itself, a written project description of about 3,000 words, and a presentation to the NULab community. The DH certificate committee will formally approve all final projects.

Required Coursework for Digital History Certificate (12 Credits, Minimum 3.00 GPA)

Core Requirements

- | | | |
|---------------|--|-----------|
| 1. HIST 7370: | Readings and Methods for Digital History | 4 credits |
| 2. HIST 8410: | NULab Project Seminar (<i>completed twice</i>) | 4 credits |

Electives (Complete one of the following, 4 credits)

- | | |
|---------------|--|
| 1. ARTG 5100 | Information Design Studio 1: Principles |
| 2. ARTG 5120 | Research Methods for Design |
| 3. ARTG 5150 | Information Visualization Principles and Practices |
| 4. CS 6120 | Natural Language Processing |
| 5. CS 7250 | Information Visualization: Theory and Applications |
| 6. CS 7260 | Visualization for Network Science |
| 7. CS 7290 | Special Topics in Data Science |
| 8. ENGL 7380 | Topics in Digital Humanities |
| 9. HIST 7219 | Topics in Cultural History (selected topics only) |
| 10. HIST 7250 | Topics in Public History (selected topics only) |
| 11. INSH 5301 | Introduction to Computational Statistics |
| 12. INSH 5302 | Information Design and Visual Analytics |
| 13. INSH 5602 | Archives and Ethnography |
| 14. INSH 6406 | Analyzing Complex Digitized Data |
| 15. JRNL 6340 | Fundamentals of Digital Journalism |

- | | |
|---------------|--|
| 16. JRNL 6341 | Telling Your Story with Data |
| 17. JRNL 6355 | Seminar in Investigative Reporting |
| 18. POLS 7334 | Social Networks |
| 19. PPUA 5263 | Geographic Information Systems for Urban and Regional Policy |

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OTHER CERTIFICATES

We encourage all graduate students to pursue a certificate during their time in our program. Certificates that integrate easily with history graduate degrees are listed below. You can find their requirements in the links. The listed certificates with asterisks will require one additional class beyond the eight courses required to complete the MA in history, for a total of 36 credits.

- [Computational Social Science*](#)
- [Data Analytics*](#)
- [Digital Humanities](#)
- [Information Ethics*](#)
- [Nonprofit Sector, Philanthropy, & Social Change*](#)
- [Public History](#) (MA/ PhD in World History only)
- [Resilience Studies*](#)
- [Urban Studies*](#)
- [Women's, Gender, & Sexuality Studies](#)

Department Faculty

For a list of current faculty and scholarly interests, please visit the [History Faculty](#) page on the Department of History's website.

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International Students – What You Should Know

Office of Global Services

International students can find all information regarding orientations, travel and documentation, and support services on the [Office of Global Services website](#). OGS is located at 354 Richards Hall, and is open Monday-Friday from 8:30 am - 5:00 pm, and also has virtual services available. To get in touch with someone from OGS, students should submit a question through the [OGS Service Portal](#). Please visit the [OGS contact page here](#) for more details on how to get in touch with the office.

OGS also works to promote meaningful interaction and intercultural understanding among citizens of all countries and their peers from the United States, providing educational and cultural enrichment opportunities for all members of Northeastern University and the community at large. OGS advances the international community of Northeastern by ensuring immigration compliance while providing transformational academic services and cultural experiences for student satisfaction and successful graduation.

OGS maintains the SEVIS (Student and Exchange Visitor Information System) records of nonimmigrant students and scholars at Northeastern, as mandated by the U.S. federal government. OGS provides information and services to ensure compliance with regulations and procedures affecting those international students and scholars in specified nonimmigrant visa classifications.

OGS serves as a "home away from home" for all international students. Affiliation with OGS begins with admission to the academic program and continues throughout the student life cycle at Northeastern and beyond for alumni who apply for Optional Practical Training. OGS offers academic support services, cultural acclimation support; and events and initiatives, including the cultural festival "Carnevale" in the spring, which celebrates the cultural diversity of the entire university community. For a list of OGS services and programs, visit the [OGS website](#).

International students must maintain full-time status at Northeastern to be in compliance with immigration regulations. Also, they must not engage in any type of employment unless timely authorized by OGS. Note that timely registration for courses is especially important so that students may remain in compliance with current federal regulations. They should consult with OGS if they have questions about their individual status.

Prior to Arrival

The most comprehensive guide for pre-arrival planning for international students can be found in the "[International Student Pre-Arrival Handbook](#)." This resource contains a checklist and details on all of the necessary government forms and documentation that you are required to have.

International Student Orientation

There are several orientations that international students should be aware of, all of which are listed on the [OGS orientation website](#). These include mandatory F-1 Orientations in September and July (depending on date of matriculation). For students on J-1 Visas, there is a mandatory orientation, as well.

Commencement Checklist

Applications to graduate are typically due in December to graduate after the fall semester, in February to graduate after the spring semester, and in August to graduate after the summer semester. Guidelines for applying to graduate [can be found here](#).

As you approach the final stages of your degree, you will need complete the following steps:

1. Apply to graduate via the Student Hub. (Note: you must do this regardless of whether or not you plan to participate in a ceremony. If you receive an error message via myNortheastern, please contact your department's administrator as your "expected graduation date" may need to be updated.)

For PhD Candidates:

1. Arrange your defense date, time, and location with your department. The defense must take place approximately 2 weeks before the graduation date, and must be publicly advertised for at least 2 weeks prior to the scheduled defense. This includes an announcement on the Graduate Office web site and an announcement sent by the student's academic department. The student and at least two committee members must be present in person at the defense. All internal and external committee members are expected to participate in the defense. [Deadlines can be found here](#).
2. Contact the Graduate Office (gradcssh@northeastern.edu) to notify them of your defense date and arrange for a format review. This appointment is to ensure that the dissertation is formatted for electronic submission.
3. Prepare a Graduate Approval Record, which will need to be signed by your committee following your defense and submitted to the CSSH graduate office. This must be submitted by the deadline prior to graduation (this is in early December or April each year).
4. Complete the Survey of Earned Doctorates *before* submitting Graduate Approval Record
5. Submit the dissertation electronically to ProQuest/UMI.

Northeastern University Health & Counseling Services

If you are experiencing an emergency on campus, please contact Northeastern University Police Department at 617.373.3333. For off-campus emergencies, please call 911 or go to your nearest emergency department.

For all medical or mental health related issues during business hours please call 617.373.2772 or call **Find@Northeastern** for 24/7 mental health support 877.233.9477 (in the U.S.), 855.229.8797 (Canada), +1.781.457.7777 (International).

[Mental Health](#) services are available via phone, video and in person by appointment. UHCS offers mental health walk-in hours daily.

Walk-in hours are available:

- Monday through Friday 11:00 AM – 2:00 PM
- Tuesday and Thursday 5:00 PM – 7:30 PM

How to have a mental health visit at UHCS

If you are interested in speaking with one of our mental health clinicians, call UHCS at 617.373.2772, option #2. You will be scheduled for a brief phone appointment with one of our mental health clinicians. In that call, you'll be asked to share a little about what's prompting your interest. You and the mental health clinician will review options and set up next steps. Next steps could include scheduling a counseling or medication appointment, support group, or a referral to ongoing therapy in the local community.

What do I need before my first scheduled visit?

For in-person visits: Please arrive 10 minutes prior to your scheduled appointment and bring your NUID. You can check-in for an appointment, with the kiosks, which are located on the right hand side of the reception area. Use your Northeastern username and password to check-in on the tablet. You

For telehealth visits: Please be available at the scheduled time to receive a call from the mental health clinician. It is important to be in a quiet, private space that is free of distractions during the visit. If meeting with the clinician via video call, it is important that you use a secure internet connection rather than public/free Wi-Fi. Limited telehealth visits are available at this time.

What if I need to change or cancel my appointment?

If you need to cancel or change your telehealth appointment, you must notify the clinician and/or UHCS in advance. Call UHCS 617-373-2772.

Academic Integrity

For all relevant forms and the most updated information about academic integrity policies and practices, please see: <https://osccr.sites.northeastern.edu/academic-integrity-policy/>

A commitment to the principles of academic integrity is essential to the mission of Northeastern University. The promotion of independent and original scholarship ensures that students derive the most from their educational experience and their pursuit of knowledge. Academic dishonesty violates the most fundamental values of an intellectual community and undermines the achievements of the entire University.

As members of the academic community, students must become familiar with their rights and responsibilities. In each course, they are responsible for knowing the requirements and restrictions regarding research and writing, examinations of whatever kind, collaborative work, the use of study aids, the appropriateness of assistance, and other issues. Students are responsible for learning the conventions of documentation and

acknowledgment of sources in their fields. Northeastern University expects students to complete all examinations, tests, papers, creative projects, and assignments of any kind according to the highest ethical standards, as set forth either explicitly or implicitly in this Code or by the direction of instructors. The following is a broad overview, but not an all-encompassing definition, of what constitutes a violation of academic integrity.

Cheating: The University defines cheating as using or attempting to use unauthorized materials, information, or study aids in any academic exercise. When completing any academic assignment, a student shall rely on his or her own mastery of the subject.

Examples include, but are not limited to:

- Unauthorized use of aids such as but not limited to notes, text, the Internet, cell phones, etc. to complete any academic assignment.
- Copying from another student's academic work. Unauthorized communication during an examination.
- Handing in the same paper for more than one course without explicit permission from the instructor(s).
- Intentionally viewing a test before it is administered.
- Storing notes in a portable electronic device for use during an examination.

Fabrication: The University defines fabrication as falsification, misrepresentation, or invention of any information, data, or citation in an academic exercise.

Examples include, but are not limited to:

- Inventing data, facts, or sources for an academic assignment. Altering the results of a lab experiment or survey.
- Citing a source in a bibliography that was not used. Stating an opinion as a scientifically proven fact.

Plagiarism: The University defines plagiarism as using as one's own the words, ideas, data, code, or other original academic material of another without providing proper citation or attribution. Plagiarism can apply to any assignment, either final or drafted copies, and it can occur either accidentally or deliberately. Claiming that one has "forgotten" to document ideas or material taken from another source does not exempt one from plagiarizing.

The following sources require citation:

- Word-for-word quotations from a source, including another student's work. Paraphrasing (using the ideas of others in your own words).
- Unusual or controversial facts not widely recognized.
- Audio, video, digital, or live exchanges of ideas, dialogue, or information.

Students unclear as to whether or not a source requires citation should speak with their professor or consult the Writing Center in 412 Holmes Hall.

Unauthorized Collaboration: The University defines unauthorized collaboration as instances when students submit individual academic works that are substantially similar to one another. While several students may have the same source material, any analysis, interpretation, or reporting of data required by an assignment must be each individual's independent work unless the instructor has explicitly granted permission for group work.

Examples include, but are not limited to:

- Submitting work that closely matches that of another student, even when the work is to be original to the student handing in the assignment.
- Sharing a take-home examination, case write-up, lab report, or any other assignment with a peer without express permission from the instructor.

Participation in Academically Dishonest Activities: The University defines participation in academically dishonest activities as any action taken by a student with the intention of gaining an unfair advantage over other students. Examples include, but are not limited to:

- Misrepresenting oneself or one's circumstances to an instructor. Stealing an examination.
- Purchasing a pre-written paper.
- Selling, loaning, or otherwise distributing materials intended for the purpose of cheating, plagiarism, or other Academically dishonest acts.
- Destroying, altering, stealing, or forging another student's work, library materials, laboratory materials, academic records, course syllabi, or examination/course grades.
- Intentionally missing an examination or assignment deadline to gain an unfair advantage. Forging information or signatures on official University documents.

Facilitating Academic Dishonesty:

The University defines facilitating academic dishonesty as intentionally or knowingly helping or contributing to the violation of any provision of this policy.

Examples include, but are not limited to:

- Doing academic work for another student.
- Making available previously used academic work for another individual who intends to resubmit the work for credit.

Obligation to Uphold Academic Integrity:

All members of the Northeastern University community have a role in upholding the Academic Integrity Policy. Any member of the community who witnesses a violation of this policy should report it to the appropriate faculty member or the Office of Student Conduct & Conflict Resolution (OSCCR). All instructors are required to refer to Northeastern's Academic Integrity Policy in their course syllabi.

Options for Instructors Reporting Alleged Violations of the Academic Integrity Policy: A faculty member who suspects a student in his or her class, or working under his or her direction, of violating the Academic Integrity Policy can choose to:

- File official charges with the OSCCR, or
- Submit the complaint as an "information only" case to request that the incident be kept "on file" for the student.

An instructor who believes that a student made an unintentional mistake and who does not want to file an official complaint may submit an "information only" complaint. The faculty member will speak with the student

suspected of violating the policy before sending forward a complaint. OSCCR will inform the student via e-mail when it receives an “information only” complaint.

This correspondence will provide the student with resources to avoid potential future violations as well as notice that another “information only” complaint for an Academic Integrity violation may result in an official charge and meeting with a member of the OSCCR staff. When an “information only” complaint is received by OSCCR for a student who already has one or more “information only” complaints on file, OSCCR reserves the right to determine whether there are sufficient facts in the new complaint to support a charge of an Academic Integrity violation. The Director of OSCCR will review all complaints submitted against a student to determine whether sufficient evidence for a violation of the Academic Integrity Policy exists. If the Director determines that the evidence is sufficient, the case will be assigned to a staff member within the OSCCR. The staff member will assign the case to an Administrative Hearing or to the Student Conduct Board as appropriate.

Sanctions: Hearing Officers and the Student Conduct Board have discretion to impose sanctions for a responsible finding of an Academic Integrity violation that range in severity from a written warning to expulsion and include an action taken by the student to help rebuild trust within the community. Hearing officers will take the following into consideration when determining appropriate sanctions for violations of the Academic Integrity policy.

- Nature of the violation(s)
- Severity of the damage, injury, or harm resulting therefrom Student’s past disciplinary record
- Mitigating circumstances
- Aggravating circumstances

Appeals: Students may appeal the disciplinary actions of an Academic Integrity violation on the three grounds identified in the Code of Student Conduct. The Appeals Process outlined in the Code of Student Conduct will be used for such appeals. Please refer to the Code of Student Conduct for a complete description and explanation of the Appeals Process.

Grading Authority: OSCCR does not have authority over assignment or course grades.

Therefore, a student who violates Northeastern University’s Academic Integrity Policy may also be subject to academic penalties at the discretion of the instructor in the course. This can result in, but is not restricted to, the student failing the course. A student with questions about the Academic Appeals process should contact the academic advisor to review that process.

University Policies

The Northeastern University Graduate Catalog contains the university's primary statements about these academic programs and degree requirements, as authorized by the president or the Board of Trustees. For information about other academic policies and procedures; student responsibilities; student academic and curricular life; faculty rights and responsibilities; or general personnel policies, benefits, and services, please refer to the Cooperative Education Student Handbook, Faculty Handbook, and related procedural guides, as appropriate.

Emergency Closing of the University

Northeastern University posts emergency announcements, including news of weather-related closings, on its homepage and notifies members of the community individually through the NU ALERT system. In addition, the university has made arrangements to notify students, faculty, and staff by radio and television when it becomes necessary to cancel classes because of extremely inclement weather. AM stations WBZ (1030), WILD (1090), and WRKO (680), and FM station WBUR (90.9) are the radio stations authorized to announce the university's decision to close. Television stations WBZ-TV4, WCVB-TV5, and WHDHTV7 will also report cancellations. Since instructional television courses originate from live or broadcast facilities at the university, neither the classes nor the courier service operates when the university is closed. Please listen to the radio or television to determine whether the university will be closed.

If a storm occurs at night, the announcement of university closing is given to the radio stations at approximately 6 a.m. Classes are generally canceled for that entire day and evening at all campus locations unless stated otherwise. When a storm begins late in the day, cancellations of evening classes may be announced. This announcement is usually made between 2 p.m. and 3 p.m.

Equal Opportunity Policy

Northeastern University does not discriminate on the basis of race, color, religion, sex, sexual orientation, age, national origin, disability, or veteran status in admission to, access to, treatment in, or employment in its programs and activities. In addition, Northeastern University will not condone any form of sexual harassment. Handbooks containing the university's nondiscrimination policies and its grievance procedures are available in the Office of Institutional Diversity and Inclusion, 125 Richards Hall.

Inquiries regarding the university's nondiscrimination policies may be directed to: Office of Institutional Diversity and Inclusion 125 Richards Hall, Northeastern University Boston, Massachusetts 02115, 617.373.2133.

Inquiries concerning the application of nondiscrimination policies may also be referred to the Regional Director, Office for Civil Rights, U.S. Department of Education, 8th Floor, 5 Post Office Square, Boston, MA 02109-3921.

Disability Resource Center

The Disability Resource Center provides a variety of disability-related services and accommodations to Northeastern University's students and employees with disabilities.

Northeastern University's compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 are coordinated by the senior director of the Disability Resource Center. Persons requiring information regarding the Disability Resource Center should contact the center at 617.373.2675 or, if using TTY, via Relay 711.

Family Educational Rights and Privacy Act

In accordance with the Family Educational Rights and Privacy Act of 1974, Northeastern University permits its students to inspect their records wherever appropriate and to challenge the specifics of them when they feel it is necessary to do so. Specific details of the law as it applies to Northeastern are printed in the Undergraduate Student Handbook and Graduate Student Handbook and are distributed annually at registration for the university's colleges and graduate schools.

Cleary Act

Northeastern is committed to assisting all members of the university community in providing for their own safety and security. Information regarding campus security and personal safety, including topics such as crime prevention, university police law enforcement authority, crime reporting policies, crime statistics for the most recent three-year period, and disciplinary procedures, is available upon request from the Northeastern University Director of Public Safety, 360 Huntington Avenue, Boston, MA 02115, or by calling 617.373.2696.

180 Renaissance Park
Northeastern University
360 Huntington Avenue Boston, MA
02115-5000
(T) 617.373.5990
(F) 617.373.7281

gradcssh@northeastern.edu (email) www.northeastern.edu/cssh/graduate

Title IX Policy

Northeastern University is committed to providing equal opportunity to its students and employees, and to eliminating discrimination when it occurs. In furtherance of this commitment, Northeastern University strictly prohibits discrimination or harassment on the basis of race, color, religion, religious creed, genetic information, sex, gender identity, sexual orientation, age, national origin, ancestry, veteran, or disability status. The Northeastern University [Title IX policy](#) articulates how the University will respond to reported allegations of sexual harassment involving students, including sexual assault, and provides a consolidated statement of the rights and responsibilities under University policies and Title IX, as amended by the Violence Against Women Reauthorization Act of 2013. The policy describes how areas within the University will coordinate the provision of interim remedies and the prompt and effective investigation of allegations of Prohibited Offenses. This policy applies to all members of the University community, including students and prospective students, employees and prospective employees, faculty, staff and volunteers in connection with University activities. It further applies to on- or off-campus behavior involving students.

Non-Retaliation Policy

The Grievance Procedure and Title IX Policy also prohibits retaliation for asserting or otherwise participating in claims of discrimination. It is unlawful to take adverse actions against any member of the Northeastern community for filing a complaint of harassment or discrimination, or for cooperating in an investigation of such a complaint. Retaliation against a member of the Northeastern community who, in good faith, reports alleged harassment or who participates in an investigation is a violation of the policy and is subject to appropriate discipline. Retaliation may have an adverse impact in the following areas: hiring, firing, promotions, demotions, compensation, benefits, grading, pressure to withdraw from class, ignoring, refusing requests for assistance. This list is not exhaustive.

The University will not tolerate retaliation against any person who in good faith makes a report of a Prohibited Offense. Any person who retaliates directly or indirectly against a Victim, witness, person reporting a Prohibited Offense, a respondent and/or charged party or any person involved in the investigation of a Prohibited Offense will be subject to discipline, up to and including termination (if an employee) or expulsion (if a student).

Policy on Non-Fraternization

Northeastern University strives to provide an environment for students, faculty and staff that is respectful, fair, and free of unlawful harassment or discrimination. In keeping with its commitment to provide equal opportunity to students, faculty and staff, and in order to avoid potential conflicts of interest, favoritism, exploitation, harassment or breaches of professional standards, the University's [Policy on Non-Fraternization](#) prohibits romantic or sexual relationships where there is supervision, direction or control between the parties **Policy on Sexual Harassment**

The [Policy on Sexual Harassment](#) strictly prohibits all forms of sexual harassment. Every member of the Northeastern community, including students, faculty, staff, contractors, alumni, parents, and visitors may have rights and/or duties under this policy.

Policy on Equal Opportunity

The [Policy on Equal Opportunity](#) strictly prohibits discrimination or harassment on the basis of race, color, religion, religious creed, genetic information, sex, gender identity, sexual orientation, age, national origin, ancestry, veteran or disability status.

Title IX Prohibited Offenses

There are a number of different options to report for those who have experienced or witnessed sex discrimination, sexual harassment, sexual assault, domestic violence or other conduct that violates the Title IX policy.

After an Assault

If you or someone you know has recently been assaulted:

- Go to a safe place as soon as you can.
- Call the Northeastern Police Department.
- Try to preserve all physical evidence.
- Try not to wash your face or hands, bathe, brush your teeth, drink or eat, douche, or change clothes if you can avoid it. If you do change your clothes, put all clothing you were wearing at the time of the assault in individual paper bags (not plastic). It is important to preserve as much evidence as possible should you later decide to press criminal charges.
- Seek medical attention. The [University Health and Counseling Services \(617-373-2772\)](#) offers urgent medical and counseling appointments to all students. You also have the right to go to the Emergency Room at Beth Israel Deaconess Medical Center, Brigham and Women's Hospital or Boston Medical Center to meet a Sexual Assault Nurse Examiner (SANE) to both collect forensic evidence and provide medical care and support to you. NUPD can provide students with an escort to the hospital.
- When you feel ready, please contact the resources below for ongoing support.

File a Report with the Title IX Coordinator

The Title IX Coordinator is charged with investigating and responding to allegations of sexual misconduct. We understand the sensitivity surrounding your decision to report. Our goal is to empower you by making you aware of your rights, available support resources and options through the University reporting processes. We will support you with compassion and equity while respecting your privacy.

Contact: Mark Jannoni, Assistant Vice President for University Equity and Compliance/Title IX Coordinator / Email: titleix@northeastern.edu / Phone: 617.373.4644 / Northeastern University Richards Hall 125 Reports can also be submitted on-line through the [Title IX Reporting form](#) which exists to assist the complainant in formulating a concise statement of their allegations and is sent directly to the Office for University Equity and Compliance.

File an Anonymous Report

You may file an [anonymous complaint](#) directly to the Title IX Coordinator and the Office for University Equity and Compliance. While all complaints will be reviewed, the University's ability to investigate anonymous reports may be limited when the identity of the complainant is unknown.

This form will allow the reporter to give only the details they are comfortable sharing at the time of the report.

In order to route this form directly to the Title IX Coordinator, please select ***Title IX: Sex and Gender-based Discrimination*** under **Nature of this report**.

Talk with a Confidential Resource

Northeastern understands that some survivors of harassment, discrimination, sexual misconduct or other violations of this policy may not be ready or willing to report through a channel that could result in university action. For the most updated information about places and people to whom a confidential report can be made, see <https://ouec.northeastern.edu/contact/#confidential-resources>.

A student reporting to any of the above confidential resources may request complete confidentiality, meaning that the staff in question will not share reported information with University officials without the student's consent. Please note that these resources may have obligations under University policies, state or federal laws that prevent them from maintaining absolute confidentiality.

Report to Faculty or Staff

All faculty and staff are considered "responsible employees" and are required to report information to the Title IX Coordinator. Only those individuals who are statutorily prohibited from reporting, such as health professionals from UHCS and spiritual advisors or clergy do not have a duty to report all incidents. As such, any reports of sexual misconduct made to faculty or staff will be directed to the Title IX Coordinator who will investigate and respond accordingly.

File a Criminal Complaint with the Police

Community members impacted by sexual violence are strongly encouraged to report all allegations of Prohibited Offenses to NUPD as soon as possible, regardless of where the offense took place. NUPD can:

- Escort the affected party to a local hospital
- Provide full investigation of reports by specially trained officers
- Offer information about criminal prosecution and University disciplinary alternatives
- Accompany and provide transportation to all court sessions both on and off campus
- Offer assistance in obtaining a Harassment Protection Order; No Contact Order; and/ or Restraining Order through the appropriate system.

*Reporting a sexual assault to NUPD does **NOT** commit the affected party to future legal action.*

Please note that NUPD will report incidences of sexual misconduct to the Title IX Coordinator so the University may investigate and respond. If the incident is a crime, NUPD will include it in an annual security report without identifying the victim in accordance with the Clery Act.

Northeastern University Police Department

716 Columbus Avenue

Boston, Massachusetts 02115-5000 Emergency Phone: [617.373.3333](tel:617.373.3333)

Non-Emergency Phone: [617.373.2121](tel:617.373.2121)

Boston Police Department One Schroeder Plaza Boston, MA 02120
Phone: [617.343.450](tel:617.343.450)

The Office for University Equity and Compliance is responsible for investigating complaints of discrimination. Any member of the Northeastern community who believes that they have been discriminated is strongly encouraged to report the incident promptly to:

The Office for University Equity and Compliance

Email: OUEC@northeastern.edu

Phone: 617.373.4644

Mark Jannoni

Assistant Vice President

Office for University Equity and Compliance Email: m.jannoni@northeastern.edu

Phone: [617-373-4644](tel:617-373-4644)

Northeastern University 360 Huntington Avenue

125 Richards Hall

Boston, Massachusetts 02115-5000

On-Line report

Reports can also be submitted on-line through the [Bias Report form](#) which exists to assist the complainant in formulating a concise statement of their allegations and is sent directly to the Office for University Equity and Compliance.

FILE A COMPLAINT

Please contact Mark Jannoni, the Assistant Vice President for Title IX Compliance and Title IX Coordinator by email (titleix@northeastern.edu) to set up a meeting to discuss your rights, options, and resources surrounding Title IX policy violations.

Conversations with coordinators from the Office of Gender Equity and Compliance are kept *private*, and information about reported incidents will only be shared only with individuals who “need to know” to assist in the assessment, investigation, and resolution of the allegation. In all cases, the wishes of the person initiating the conversation are given full consideration.

Interim Measures

Upon receipt of a report, the Title IX Coordinator, NUPD, or other designated individuals will work with all parties involved in an incident of reported sex or gender-based discrimination. We will work to provide any appropriate interim measures or remedies to address their safety, health and well-being. Should you be the affected party or the accused party, you will be provided a notification that outlines your rights and available resources as well as the University’s obligations under Title IX.

Completing an Online Incident Report

<https://cm.maxient.com/reportingform.php?NortheasternUniv>

Please provide as much information as possible – if you are unsure about something, please leave it blank.

To route this form directly to the Title IX Coordinator, please select *Title IX:*

Sex and Gender- based Discrimination under Nature of this report.

Where to Go for Questions About...

If You Have Questions About....	Please Contact	Contact Information	Web Resources
Academic Advising and Performance	Brian Didio Heather Salter Jessica Parr Victoria Cain	b.didio@northeastern.edu h.streetssalter@northeastern.edu j.parr@northeastern.edu v.cain@northeastern.edu	
Department Policies, Courses, and Degree Requirements	Gretchen Heefner Victoria Cain Brian Didio	g.heefner@northeastern.edu v.cain@northeastern.edu b.didio@northeastern.edu	https://catalog.northeastern.edu/graduate/social-scienceshumanities/history/
Transferring Credits	Victoria Cain	v.cain@northeastern.edu	https://catalog.northeastern.edu/graduate/general-admissiontransfer-credit/
Degree Audits, Ph.D. Network Approval	Brian Didio Victoria Cain	b.didio@northeastern.edu v.cain@northeastern.edu	
Room Reservations	Grace Dolan	m.dolan@northeastern.edu	
Work Study	Grace Dolan	m.dolan@northeastern.edu	
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Tuition, Financial Aid, Reimbursement, and Scholarships	Student Financial Services	https://studentfinance.northeastern.edu/	https://studentfinance.northeastern.edu/applying-foraid/graduate/types-of-aid/
University Health and Counseling Services	https://www.northeastern.edu/uhrs/aboutuhrs/confidentialitystatement/	https://www.northeastern.edu/uhrs/accs-to-care/	https://www.northeastern.edu/uhrs/
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