



# Northeastern University

## College of Social Sciences and Humanities

### PLUS ONE DEGREE PROGRAMS

#### APPLICATION, COURSE SUBSTITUTION CHART and CHECKLIST

Please submit this application directly to the Graduate Office, located in 180 Renaissance Park (or [gradcssh@northeastern.edu](mailto:gradcssh@northeastern.edu)).

Notes: If you **do not** have a 3.25+ GPA, the Graduate Office will explain the additional materials required.

If you **do** have a 3.25+ GPA, no additional materials are required.

Deadlines: Fall Semester: August 15<sup>th</sup>

Spring Semester: December 1st

*Graduate Office*

180 Renaissance Park  
360 Huntington Ave.  
Boston, MA 02115  
617.373.5990  
617.373.7281

[gradcssh@northeastern.edu](mailto:gradcssh@northeastern.edu)  
[www.northeastern.edu/cssh/graduate](http://www.northeastern.edu/cssh/graduate)

#### TO BE COMPLETED BY STUDENT

NUID \_\_\_\_\_ Department \_\_\_\_\_

Name \_\_\_\_\_ DOB \_\_\_\_\_ Gender \_\_\_\_\_  
LAST, First mm/dd/yyyy

Citizenship Status – Check One:      US Citizen      US Permanent Resident      International

Current Address \_\_\_\_\_

Email \_\_\_\_\_@husky.neu.edu Phone \_\_\_\_\_

Undergraduate Degree and Department \_\_\_\_\_

BA/BS Entry Term \_\_\_\_\_

Graduate Degree Program and Department Applying to \_\_\_\_\_

PlusOne Entry Term \_\_\_\_\_

Direct Entry Applicant (3.25+ GPA)?      Yes      No

If yes, please **skip to signatures** as no recommender names are required.

#### RECOMMENDERS' NAMES

#### EMAIL

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

#### SIGNATURES

#### DATE

Student \_\_\_\_\_

Graduate Program Director \_\_\_\_\_

#### To be completed by the Graduate Office

Application Received by/Date

Online Application Created/Date

\_\_\_\_\_

## CSSH COURSE SUBSTITUTION CHART

Student's Name \_\_\_\_\_ NUID: \_\_\_\_\_

<b>TO BE COMPLETED BY</b> <b><u>UNDERGRADUATE PROGRAM DIRECTOR</u></b>		<b>TO BE COMPLETED BY</b> <b><u>GRADUATE PROGRAM DIRECTOR</u></b>	
Undergraduate Requirements Replaced (e.g. Capstone, Major Electives, etc.)	Number of Undergraduate Credits	Graduate Courses	Number of Graduate Credits
<b>Total Undergraduate Credits:</b>		<b>Total Graduate Credits:</b>	

Undergraduate Academic Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### CONTACT LIST

Graduate Program	Graduate Program Administrator
Criminal Justice	Jennifer Smith (sccj@northeastern.edu; 617-373-3327)
Economics	Jacquetta Hester (gradecon@northeastern.edu; 617-373-2871)
English	Melissa Daigle (gradenglish@northeastern.edu; 617-373-3692)
History	Bonne Knipfer (gradhistory@northeastern.edu; 617-373-2662)
International Affairs	Julie Switkes (sppua@northeastern.edu; 617-373-2891)
Political Science	Rosy Trovato (gradpolisci@northeastern.edu; 617-373-4404)
Public Administration	Louis DaRos (sppua@northeastern.edu; 617-373-5913)
Security and Resilience Studies	Rosy Trovato (gradpolisci@northeastern.edu; 617-373-4404)

## PlusOne Applicant Checklist

To ensure a smooth transition, students should submit the application the semester prior to earning 64 semester hours, typically the Junior year (with the exception of Economics students; they should apply during Junior year).

### Applying to a PlusOne Program:

- \_\_\_\_\_ 1. Contact Amber Crowe Connolly ([gradcssh@northeastern.edu](mailto:gradcssh@northeastern.edu)) from the Graduate Office for the PlusOne Materials - Application, Course Substitution Chart, Checklist - and further instructions. Fall application deadline is August 15; Spring application deadline is December 1. The Graduate Office will provide you with information about the supporting materials required. **Note:** *If your GPA is 3.25+, you will be a **Direct Entry** student and no supporting materials are required.*
- \_\_\_\_\_ 2. Complete the PlusOne Materials, including meeting with the Undergraduate Program Director and the Graduate Program Director who will complete the respective sections of the Course Substitution Chart. Note: when meeting with the Graduate Program Director, he/she should also sign page 1.
- \_\_\_\_\_ 3. Meet with your Undergraduate Advisor (180 RP) to confirm graduate coursework (up to 16 SH depending on graduate program) will fit into your undergraduate schedule. Your Undergraduate Advisor will discuss your potential curriculum plan and sign page 2 at this meeting.

### **Direct Entry applicants: Please skip to step 6**

- \_\_\_\_\_ 4. Non-Direct Entry applicants: Notify your recommender(s) that you need a letter of recommendation for the PlusOne Program. You may want to provide a resume and a little information about why you are applying to the program. Recommenders will be instructed by the Graduate Office on how to submit the letter(s) electronically.
- \_\_\_\_\_ 5. Non-Direct Entry applicants: Write your personal statement to accompany your PlusOne Admission Application, and touch base with Amber Crowe Connolly for clarification about any other required documents.
- \_\_\_\_\_ 6. Submit your PlusOne Materials to Amber Crowe Connolly in the CSSH Graduate Office, 180J RP ([gradcssh@northeastern.edu](mailto:gradcssh@northeastern.edu)). Ensure that these materials are submitted prior to the deadline.

### Upon Admission to a PlusOne Program:

- \_\_\_\_\_ 1. Fill out Part 1 and 2 of the PlusOne Transition to Master's Form with your Undergraduate Advisor.
- \_\_\_\_\_ 2. Domestic students: Prior to March of your Senior year, complete a Graduate FAFSA. Graduate Students are considered independent of their parents so it's important that you complete a FAFSA if you anticipate needing loans for your Graduate year.
- \_\_\_\_\_ 3. International students: Contact the graduate office prior to March of your Senior year to complete a new I-20 request as you are required to have a new I-20 which accurately reflects your new degree program.
- \_\_\_\_\_ 4. Maintain contact with your Undergraduate Advisor.
- \_\_\_\_\_ 5. Graduate with your bachelor's degree and become a Graduate Student!