

APPLYING/APPLICATIONS

- It is not possible to “transfer” from the John Jay MA program to the CJ Ph.D. program. Each program is administered by a different division of CUNY. The CJ Ph.D. program is administered by the Graduate Center, and the John Jay MA program is administered by John Jay College.
- The Graduate Center will only allow you to apply to one Ph.D. program at CUNY. However, you may apply to other academic institutions outside of CUNY, while also applying to our program.
- The GRE requirement has been suspended for the current admissions cycle. It is optional, and applicants who do not submit a GRE this cycle will not be at a disadvantage relative to applicants who choose to submit GRE scores.
- International applicants do not have to take the TOEFL if they have a master’s degree from an institution that conducts all of its instruction in English and is located in a country that recognizes English as an official language.
- You may submit a variety of materials as a writing sample. Ideally, your selection should be indicative of your capacity to do academic writing. Here are some good examples: a research or academic paper, honors capstone project, or MA thesis.
- Applicants may submit a 25-page excerpt from a lengthier writing sample. References do not count toward the document’s page limit.
- Each applicant must include two references, which ideally are written by Professors. If an applicant has been out of school for several years and finds it difficult to get two academic references, he/she/they may include one academic reference and a professional reference from an individual who can attest to skills and abilities that are suggestive of future academic success.
- There is one application system, and one application for applying to our program. At the beginning of the application (after you have created a profile), you will be asked "do you expect to maintain full-time employment" while enrolled. This is where/how you apply to either the fully-funded or tuition-only options for graduate study.
 - If you already have full-time employment and expect to continue to work, and you answer yes, you will be considered for tuition only funding.
 - If you will not be employed and your answer to that question is no, you will be considered for full funding, which includes tuition and a stipend.
 - You may only apply as either “tuition-only” or as “fully funded.” You cannot apply to both funding options.
 - Working professionals who are applying for admission under the tuition-only option must have a master’s degree.
- If you have questions about the translation of application materials, please contact the Office of Admissions at the Graduate Center.
- If you have any issues uploading application materials, please contact the Office of Admissions at the Graduate Center.
- Applicants without a master’s degree may apply.
- Applicants with a master’s degree that did not require a thesis are not at a disadvantage in the application process.
- Applicants who are currently in an MA program need not finish their MA degree before applying to the Ph.D. program. For instance, you may apply while wrapping up the MA degree (for example, by applying in January while intending to finish the MA degree that spring).
- You do not need to have publications before applying to the program.
- No specific work experience is required for applicants to our program.

- Having prior research experience is helpful because it demonstrates that an applicant has some first-hand knowledge of the central skill they will be focusing on during graduate study. However, students do not need to have conducted research before entering the program.
- The application deadline is January 1st. The application, including all requirements/materials, should be received by the deadline.
- Once the January 1st deadline has passed, applicants will likely hear from the program or the Graduate Center sometime in February.
- Applicants invited to interview with program faculty will receive invites in February. For the 2021 admissions cycle, invitees can expect these interviews to occur via zoom/skype or telephone.

Please visit the admissions section of our website for more information: <https://gc.cuny.edu/Page-Elements/Academics-Research-Centers-Initiatives/Doctoral-Programs/Criminal-Justice/Admissions>

TUITION & FUNDING

- Residents of the tri-state area (such as New Jersey and Connecticut) who wish to remain residents in those states and not establish New York State residence are responsible for paying the out of state tuition difference after they complete the first year in the program (<https://gc.cuny.edu/Prospective-Current-Students/Current-Students/Tuition-Fees>).
- Applicants do not need to establish NYS residency before applying to the program.
- Students who are American citizens are required to establish in-state residency. Specifically, they must move to NYS by no later than August before they begin the first year in the program. Forms and detailed instructions for establishing residency are available in the Office of the Registrar at the Graduate Center. Students who fail to do so will be responsible for paying the out-of-state portion of their tuition after their first year.
- If you opt to remain out of state and pay the out of state tuition difference, it will not affect your stipend.
- International students need not worry about the residency requirement.
- Each applicant who is accepted receives some form of aid. Fully funded students receive tuition, a stipend, and health insurance for 5 years. Tuition only students receive in-state tuition for 5 years.
- Unfortunately, there are no forms of assistance or funding available to cover out-of-state tuition for students who cannot relocate to NYC. Available funding opportunities cover in-state tuition only.
- Our program has 8 fully funded seats and 5 tuition only lines. Currently, we are unsure if covid-19 will have an impact on the number of students to whom we may offer admissions for Fall 2021.
- Tuition only students may adjunct.
- Funded students may be able to adjunct for extra income as long as they do not exceed workload limits set by CUNY.

CURRICULUM/COURSEWORK/WORK ASSIGNMENTS

- Our program prepares students for careers in academia as well as applied research (Vera, Urban, etc.)
- We do our best to schedule classes starting at 4:15 pm. This is also the case during the current semester while classes are remote due to COVID-19.
- During COVID-19, classes are being held via Zoom.

- Cohorts stick together the first year taking all required courses together. In the second year, students can branch out and take other required courses and electives, which allows them to take coursework with students from other cohorts in the program.
- All students must complete the same program requirements. While it is possible to transfer in credits from an MA or JD program, possessing a graduate degree such as an MA does not wave students out of Ph.D. program requirements.
- Possessing a master's degree does not always shorten your time to degree completion. A master's degree may enable you to transfer in some credits, which may down 1-2 semesters of a student's coursework. However, other factors also influence how long it takes to complete the program – how many courses are taken each semester, what data you use for your dissertation, personal matters, etc.
- Working professionals who maintain full-time employment while pursuing their degrees have the opportunity to keep advancing in their chosen field while developing skills that will serve them at work. Students who study full time typically have more time to devote to academic research. This research experience will help them on the academic job market and enable them to get started on their personal research agenda.
- Strong methodological training and experience of any kind, is valuable in the field of criminal justice.
- Clinical training is not a part of our program.
- Our program is multi-disciplinary. Our Ph.D. program faculty hold degrees in Criminal Justice, Psychology, Sociology, Political Science, etc. Students may draw on various disciplines in their research. They may also form dissertation committees with faculty who have and various scholarly backgrounds.
- Fully funded students are assigned work assignments as follows:
 - Year 1 – Research Assistant
 - Year 2 – Teaching Assistant
 - Years 3 and 4 – Teaching as the instructor of record
 - Year 5 – Research Mentor
- In exchange for their stipends, fully funded students complete work assignments during the Fall and Spring semesters. Students are not required to work during the summer. Students may also secure employment on research projects or as adjunct instructors for additional pay.
- Our program hosts brown bags, guest speakers, and professional development sessions. First-year students are required to take a “Proseminar in Criminal Justice,” which covers several essential professional development topics.

OTHER

- Currently, we are unaware of international students needing to purchase extra insurance. The GC offers NYSHIP health insurance which our current international students have successfully used. Please contact the Office of International Students at the Graduate Center for any international student/applicant related questions.
- We work hard to foster strong mentoring relationships between faculty and students. When students begin the program, they are paired with two faculty members, one of whom they work with on research and another that serves as an advisor. We also have a designated faculty member who helps our students identify additional faculty members with whom they might develop on-going research-relationships. Faculty mentoring also plays an important role in our program as students undertake dissertation research.