

CREES

**Center for Russian and East European Studies
University of Michigan**

GRADUATE PROGRAMS HANDBOOK

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ABOUT CREES

The Center for Russian and East European Studies (CREES), a constituent unit of the University of Michigan International Institute, is one of the nation's leading institutes for interdisciplinary research and training in Russian and East European studies. First designated an NDEA Slavic Language and Area Center in 1959, CREES is now one of 20 U.S. Department of Education-supported National Resource Centers for Eastern Europe, Russia, and Central Asia. It is renowned for its regional programs in Central European, Russian, and Southeast European studies. Since 2008, CREES works alongside the Center for European Studies-European Union Center and Weiser Center for Emerging Democracies within the Ronald and Eileen Weiser Center for Europe and Eurasia.

Over 200 students are enrolled in interdisciplinary REES B.A. and M.A. degree programs, REES minors and graduate certificate programs, graduate-level dual degree programs with professional schools (business, law, and public policy), and school and departmental graduate-level programs. CREES organizes lectures, conferences, and other public events and provides instructional and informational services to schools and colleges, media, and businesses.

REES-RELATED STUDY AT U-M

CREES has over 70 affiliated faculty area specialists and visiting scholars who teach more than 150 courses each year. These faculty associates are critical to the strength of the interdisciplinary program in Russian and East European Studies that is the core of REES graduate degrees. Students can learn about the business, cultures, societies, economics, history, languages, laws, literatures, and politics of the region from the best scholars in the world. CREES cooperates with many U-M units to provide the courses that are required to complete the REES M.A. degree and to encourage and support study of the region by Ph.D. students.

For more information on REES graduate degrees and/or REES-related Ph.D. programs at U-M, please consult the following websites:

University of Michigan

<http://www.umich.edu>

Rackham School of Graduate Studies

<http://www.rackham.umich.edu>

Center for Russian and East European Studies

<http://www.ii.umich.edu/crees>

GRADUATE DEGREE PROGRAMS

CREES offers several graduate degree options in Russian and East European Studies including the M.A.; the certificate of graduate studies; and dual degrees with business, law, and public policy. The degrees are interdisciplinary and allow flexibility to students choosing to focus their studies on humanities, social sciences, and professional coursework related to Russia and Eastern Europe. REES degrees are intended to train future academic and professional experts on the region, and a key component of this is competency in at least one regional language.

Master of Arts Degree

Russian and East European Studies

at the University of Michigan Horace H. Rackham School of Graduate Studies

The Master of Arts degree program in Russian and East European Studies (REES) offers training to graduate students preparing for academic and professional careers with a focus on the region of the former Soviet Union and Eastern Europe. The enhancement of language ability to the level of professional competence and the acquisition of on-site experience and analytical skills appropriate for an area expert are goals of the M.A. program. Students may focus their programs on one or more countries of the region, but are expected to achieve a wide range of area knowledge as well as disciplinary and professional skills.

Applicants to the REES M.A. program must have completed a bachelor's degree. Those admitted to the program typically present GRE scores in the mid-600s, as well as an undergraduate GPA of at least 3.25. (Applicants to the Business Administration or Law dual degree programs may substitute GMAT or LSAT scores.)

Attainment of area language proficiency needed for post-graduation careers is a key program objective. All students must demonstrate proficiency equivalent to three years in at least one language of the region (German not included) by completing coursework at the appropriate level (or the equivalent). Students are encouraged to continue language study even after minimum proficiency levels have been achieved, since they will want to use primary language sources for their master's projects.

The normal program of study for the REES M.A. takes two years and includes the following requirements:

- **Course distribution.** A minimum of 30 hours distributed over four or more of the following fields: architecture, art history, anthropology, business, communication studies, comparative literature, economics, education, history, Judaic studies, law, music, political science, public policy, Slavic languages and literatures, and sociology. At least 15 credits must be in courses offered primarily or exclusively for graduate students (500-level or above). For examples of REES-approved courses, see our course lists.
- **Language Proficiency.** Students are expected to achieve a high level of language proficiency by the end of their studies. Language proficiency tests are administered before the first term of study for the purpose of placement and at the end of the program.
- **Research Seminar.** Russian and East European Studies 795 or REES-approved graduate seminar with thesis as end product.
- **Master's Project.** A thesis or final project/practicum integrating area expertise with disciplinary or professional work must be submitted and approved by two REES faculty associates. This project should be tailored to a student's own interests and academic or career goals.
- **Recommended.** Enrollment in introductory colloquia on Russian and East European Studies (REES 695 or its equivalent).

Advising

M.A. students should meet with the Academic Advisor at least three times throughout the course of their degree: once at orientation, again near the end of their first year to discuss plans for the thesis and for guidance in selecting a thesis advisor, and early in their final semester to conduct a degree audit. Additional meetings can be scheduled as necessary. Contact REES at 734.764.0351 or crees@umich.edu to set up an appointment.

Graduate Certificate Program Russian and East European Studies

at the University of Michigan Horace H. Rackham School of Graduate Studies

CREES offers a 15-credit hour Graduate Certificate Program in Russian and East European Studies. This certificate is intended primarily for graduate-level students in LSA departments and professional schools as a means to acquire context-based expertise on the region of the former Soviet Union and Eastern Europe as well as formal recognition of this expertise on their U-M transcript.

The Graduate Certificate Program in REES requires completion of a program of study that allows the student to acquire context-based knowledge of the societies, cultures, economies, and politics of the region. For students enrolled in U-M graduate programs and professional schools, not more than one-sixth of the credits required for any given master's degree may be double-counted between a certificate and that master's. Double-counted courses may not exceed one-half of the certificate requirement. No double-counting is permitted for free-standing certificate programs.

Program Design

The 15-credit hour Graduate Certificate Program in REES has several components:

- An interdisciplinary colloquium on Russian and East European studies (REES 695 or equivalent).
- A research seminar leading to a final project/paper/practicum to be approved by at least two faculty members, one CREES Faculty Associate, and one from the student's home unit.
- CREES-approved coursework taken in at least three disciplinary/professional fields, including the student's field of study. A list of these courses is available on the CREES website.
- A minimum of second year competency in a language of the region (by the time of graduation) as demonstrated by an examination administered by the U-M Slavic Department.

Application Procedure (*please see www.i.umich.edu/crees for a list of required application materials*)

Current Rackham Students: Any student with a bachelor's degree who has been admitted to or is currently enrolled in a Rackham graduate degree program at U-M is eligible to apply at any time for the Graduate Certificate program in REES. To make enrollment in the certificate program effective the same term during which degree conferral will take place, applications must be received by January 15 for winter term, May 15 for spring/summer, or September 15 for fall term.

Non-Rackham Applicants: Any student with a bachelor's degree from the University of Michigan or another university is eligible to apply for the Graduate Certificate program in REES. The certificate can be pursued by students currently enrolled in non-Rackham programs and professional schools at U-M, and also by individuals seeking the certificate as a stand-alone degree. **Application deadlines: March 31 for fall term and October 15 for winter term.**

Advising

Graduate Certificate students are encouraged to meet with the CREES Academic Advisor at least once per year to evaluate progress toward the certificate. Appointments with the Academic Advisor can be scheduled by contacting CREES at 734.764.0351 or crees@umich.edu. It is also important that the student's home department or school is aware of his/her intent to pursue a certificate in REES. The student will be personally responsible for letting the departmental advisor know of such intent, and the application will need to be signed by the current program advisor.

Dual Master's Degree Program

Russian and East European Studies and Business

*at the University of Michigan Horace H. Rackham School of Graduate Studies
and Stephen M. Ross School of Business*

The Stephen M. Ross School of Business at the University of Michigan and the Center for Russian and East European Studies (CREES) within the Horace H. Rackham School of Graduate Studies offer a dual degree program enabling a small number of qualified students to pursue concurrent work in business administration and Russian and East European Studies (REES) leading to the M.B.A. and M.A. degrees. This program combines professional training in the fundamentals of business administration with intensive interdisciplinary study of the former Soviet Union and Eastern Europe. Students completing the program will be prepared to pursue business careers and other opportunities in the region.

This dual degree program may begin with studies in either school; however, because of the sequential nature of core courses in the M.B.A. program, most students will find it advantageous to devote their first year to business courses. The 75-credit hour program is arranged so that all requirements for both degrees may be completed within two and one-half to three years of enrollment. Please note that at least three terms of full-time enrollment must be completed in Business Administration. The degrees are awarded simultaneously.

Students must earn at least 75 credits and satisfy the following requirements in order to earn the M.A./M.B.A.:

The M.B.A. 57-credit hour degree program including:

- 45 Business Administration Credits, made up of:
 - Roughly 30 credit hour M.B.A. core (no credit is awarded for Business Administration core courses successfully waived: credit must be earned with Business electives);
 - Roughly 15 elective hours in Business Administration;
 - M.B.A. Communication Requirement.
- Up to 12 credit hours of transferable electives from Russian and East European Studies.

The REES 30-credit hour degree program including:

- 18 credit hours in REES courses, at least 15 hours of which are at the graduate-level (500 or above), and at least one of which is a research seminar (REES 795, Business 750, or the equivalent).
 - Course distribution in at least three disciplines in addition to business (e.g., anthropology, art history, comparative literature, economics, history, law, natural resources and environment, political science, public policy, Slavic languages and literatures, and sociology);
 - A master's essay or project approved by a REES faculty associate and a Business School faculty member.
- 12 hours of additional coursework at least at the 400 level in either Business Administration or REES, which complement the student's individual program, and which receive the approval of advisors in both CREES and the Business School.

An additional resource for students in the REES/Business dual degree program is the William Davidson Institute, a private institute at the Ross School of Business. The Davidson Institute was established in 1992 with a mandate to assist countries in transition and emerging market economies (<http://www.wdi.umich.edu>).

Dual Master's Degree Program

Russian and East European Studies and Public Policy

at The University of Michigan Horace H. Rackham School of Graduate Studies

The Center for Russian and East European Studies (CREES) and the Gerald R. Ford School of Public Policy offer a dual M.A./M.P.P. program. The dual degree program seeks qualified students for careers in international policy in the countries of the former Soviet Union and Eastern Europe to join a growing cohort of outstanding and highly trained policy specialists on the region.

The accelerated dual degree program leading to master's degrees in REES and Public Policy is designed to address problems in the social sector brought on by transformation of the region's state socialist systems. The program incorporates training in the Ford School's management and analysis programs with CREES's focus on language proficiency, regional expertise, and disciplinary training in the humanities and social sciences.

Requirements

The minimum number of credits for the dual degree program is 54 credit hours including:

REES core program

- REES 695: Colloquium on Russian and East European Studies (3 credits)
- Elective core of five REES courses in the humanities and social sciences to be distributed over at least four fields, including public policy (15 credits)
- A graduate research seminar (REES 795 or its equivalent), leading to a thesis or project (3 credits)

Public Policy core program

- Required core (24 credits)
- Advanced Analytical Methods course (3 credits)
- Advanced Political/Organizational Behavior course (3 credits)
- International Policy seminar (3 credits)

A student may complete the requirements for both degrees in four terms. Students develop individualized plans of study with guidance of two faculty members, one from CREES and one from the Ford School.

Dual Degree Program

Russian and East European Studies and Law

*at the University of Michigan School of Law
and Horace H. Rackham School of Graduate Studies*

The Center for Russian and East European Studies (CREES) and the University of Michigan School of Law dual degree program leads to a Master of Arts (M.A.) in Russian and East European Studies (REES) and a Juris Doctor (J.D.). The program is offered in recognition of the growing need for specialists who combine training in law with area expertise on the former Soviet Union and its successor states and Eastern Europe.

By coordinating the course requirements of the two programs, both can be completed in approximately three and one-half years without diminishing the quality or scope of either. The minimum number of credits required for the dual degree is 88, which includes a combination of law and REES courses. The suggested program of study recommends that students take the complete sequence of first-year courses in the Law School during the first year of the dual program, with a mix of course work in both programs during the second and third years. Tuition will be assessed at either the Law School or Rackham Graduate School rate, whichever is higher, when courses toward both degrees are taken in one term.

Basic Requirements for the REES M.A.

Degree requirements for the M.A. include a master's thesis, a 700-level research seminar, and proficiency in a language of the region. Students who need language proficiency should consider attending an intensive summer language program. CREES offers summer FLAS Fellowships to cover tuition and a stipend for these programs, both in the U.S. and abroad. The **minimum requirement for the M.A. is 30 credit hours**, 12 of which can be satisfied by law coursework.

Basic Requirements for the J.D.

Students entering the Law School must complete the required first-year law curriculum. Law students are required to complete a seminar, a course in professional responsibility, a course in transnational law, and an upper-class writing requirement. Students admitted to the Law School in May 2005 or later must earn a **minimum of 82 credits** toward the J.D., at least 70 of which must be earned in regularly scheduled Law School courses. 12 credit hours can be satisfied with REES courses.

Requirements for the Dual J.D./M.A.

The minimum requirement for the dual degree in REES/Law is 88 credit hours.

Students must satisfy the degree requirements of each school and should consult with advisors in each school for the precise graduation requirements for the degree and for information about course offerings. Students should not expect any Law School courses beyond first-year courses to be offered in the summer term. Students will not receive credit toward the J.D. for non-law coursework taken prior to matriculation at the Law School. Students should consult with the CREES advisor concerning credit toward the M.A. for law coursework.

At the beginning of the final year of study, students should submit a Rackham Dual/Joint Degree Election Form for approval from both schools.

GENERAL ACADEMIC REQUIREMENTS AND PROCEDURES

This section summarizes and highlights general academic requirements and procedures of the Rackham Graduate School that pertain to the REES M.A. program. Students should refer to the latest edition of the Rackham Student Handbook for more information: <http://www.rackham.umich.edu/policies/gsh>.

Residency Requirement

REES M.A. students must complete at least 15 of the 30 required credit hours on the U-M Ann Arbor campus. Courses taken on a visited (audited) basis do not fulfill the residency requirement.

Transfer of Credit

Credits earned before admission will not automatically be applied toward master's degree requirements, and must be reviewed by both CREES and by Rackham. Students may transfer a maximum of six credit hours from other institutions of higher education, or from another unit of the University of Michigan, or from a combination of those two. Only graduate-level courses taken for a letter grade of B or above may be transferred. To transfer credit, a student must submit a Petition to Transfer Credit with an official transcript from the institution granting credit. Students must have completed at least eight credit hours in residence at Rackham and have a grade point average of 5.0 in the degree program before transfer of credit can be initiated. Credit hours used to meet degree requirements for another degree, either at U-M or at another institution, cannot be used to meet the requirements of the degree. All requests for transfer of credit must be approved by CREES and by the Rackham Office of Academic Records and Dissertations (OARD), which provides instructions on procedures and a transfer of credit request form at <http://www.rackham.umich.edu/downloads/oard/forms/transfercrredit.pdf>.

Course Selection and Academic Record

It is the responsibility of the student to make sure that the course selections recorded with the Registrar's Office accurately reflect the classes he/she is currently attending. Course selections may be modified through Wolverine Access during the first three weeks of a full term and the first two weeks of a half term. Courses dropped during this period do not remain on the student's academic record.

After this period and through the last day of classes, students may add or drop courses or change the status from credit to visit only with the approval of course instructor. Students must contact CREES or the instructor's home department in order to process a drop or add during this period. Courses dropped during this period will remain on the student's permanent academic record with the notation W, or withdrawn.

No changes to a course are allowed after a grade has been assigned. Retroactive changes to a course or credit are exceptions to normal policy, and permission is granted only for unusual reasons and with approval from the department. Petitions must be submitted to Rackham OARD for approval. Students may drop a course only if the instructor has not submitted the final grade to the Registrar's Office. Courses dropped in this manner remain on the student's academic record with the notation W. Students should contact the CREES Student Services Associate if they have questions.

Time Limit

Effective for those starting in the Fall 2007 term, a student in a terminal master's program is expected to complete all work within five years from the date of first enrollment in the program. Students exceeding this time limit must file a petition for modification or waiver of regulation with Rackham OARD. A student who fails to complete degree requirements within five years may be withdrawn and required to apply for readmission.

Satisfactory Progress/Cause for Dismissal from M.A. Program

Students must maintain a minimum cumulative grade point average of 5.0 or B for all graduate courses taken for credit toward the degree. A student whose cumulative GPA falls below a B average in a given term or half term will be placed on probation for the following term or half term by Rackham. A student whose cumulative grade point average is below a B cannot be recommended for a degree. A student who is not making satisfactory progress or has failed to demonstrate the ability to succeed in his or her program may be required to withdraw or be dismissed. A student whose cumulative GPA falls below a B (5.00 on a 9 point scale) may be denied permission to register, required to withdraw, or dismissed from the program. Other reasons for withdrawal or dismissal may include not making satisfactory progress toward the degree, or failing to demonstrate an ability to succeed in his or her plan of studies.

Students may also be dismissed for failing to meet the standards of academic and professional integrity (<http://www.rackham.umich.edu/policies/gsh/appb>). If CREES determines that a student should be recommended for dismissal, CREES will give the student written notification.

Detached Study

Detached study is a registration status for students who are not enrolled for courses or directed research, but who are working toward completion of the degree as a primary activity. It assures the student of re-admission to the Graduate School at the end of the period and may be used for certification to the student's employer or to an external agency granting support. Students on detached study may continue to defer or apply for student loans. Eligible students are active in a degree program; have at least a 5.0 GPA; are within the five-year degree time limit; and must not require access to University services beyond library privileges, a computing account, and certain forms of financial aid.

Dual Degree Programs

CREES offers Rackham-approved dual degrees with the following schools: Business, Law, and Public Policy. Dual degree programs lead to two different degree citations on the transcript and two separate diplomas. The purpose of a dual degree program is to allow students to undertake complementary programs of graduate study simultaneously through streamlined curricular arrangements that allow double-counting of courses. Detailed information about specific dual degree requirements can be found elsewhere in this manual.

Student-Initiated Dual Degree Programs

A student may seek arrangements for a dual degree program that is not among those already approved by Rackham. Student-initiated dual degree programs are reviewed on an individual basis and must be approved by the two graduate programs and Rackham.

Double Counting Credit Hours for Dual Degree Programs

Students in dual degree programs may double-count a limited number of credit hours toward the requirements of both degrees. Double counting of credit hours for two certificate programs is not allowed. To request double counting, a student must complete a Double Counting for Dual/Joint Degree Form (<http://www.rackham.umich.edu/downloads/oard/forms/dualjoint6010.pdf>). For REES dual degrees, the following rules apply: at least 15 credit hours must be earned in Rackham and counted solely for the REES M.A., credit hours can overlap with only one other program, and all double-counting must be approved by the REES Academic Advisor.

The maximum number of credit hours that may be double-counted for a dual degree program may be determined by adding the minimum number of hours required for each program and dividing by six. Any fraction resulting from these calculations must be rounded down to the nearest whole number of credit hours. Credit hours for a single course may not be split; a course must be double-counted in its entirety or not at all.

Certificate of Graduate Studies Program

CREES offers a 15-credit certificate of graduate studies, which is a non-degree credential that is designed to provide students with a specialization in Russian and East European Studies that supplements a primary field of study. A student must be formally admitted to a certificate program. Students must complete at least one term in a Rackham or non-Rackham graduate degree program before applying. Applicants must complete a Dual Degree/Program Application:

<http://www.rackham.umich.edu/downloads/admissions/forms/DualDegreeProgram.pdf>.

Students who are not enrolled in a Rackham graduate program, but who have obtained a bachelor's degree are also eligible to apply for the Graduate Certificate. Application deadlines are March 31 for Fall term admission and October 15 for Winter term admission. Further information is provided on the CREES website at <http://www.ii.umich.edu/crees/academics/gradprog>.

Change of Program

Students may apply to change from one graduate program to another within Rackham. This change requires consideration by the new program's admissions committee. The student should contact the new program for information about required materials, and must submit a Change of Program Application (<http://www.rackham.umich.edu/downloads/admissions/forms/ChangeofProgram.pdf>) to the department or program. Students who have not been enrolled in the Graduate School or on detached study for 12 consecutive months before the term of proposed change of program must apply for readmission to the Graduate School.

Application for Degree

A student who has completed all work must use Wolverine Access to apply for degree. Deadlines for each term are published by OARD (http://www.rackham.umich.edu/student_life/events_workshops). Students must apply for graduation by the published deadline to have their names published in the commencement program. A student who fails to complete all requirements during the term in which the degree application is submitted must reapply to be considered again for the degree. Master's diplomas are not distributed at commencement, but are mailed seven to eight weeks later.

REES M.A. students should meet with the CREES Academic Advisor at the beginning of their final semester in order to confirm that all course requirements have been met. At this time students should also obtain an M.A. thesis approval form, which will need to be completed and signed by two faculty advisors in order to fulfill the M.A. degree requirements. The thesis approval form must be submitted to CREES by the end of the term in which the student plans to graduate.

FINANCIAL SUPPORT

REES graduate students are eligible to apply for various CREES-sponsored funding opportunities, in addition to other sources. CREES-sponsored funding opportunities include:

- **Academic Year and Summer Foreign Language and Area Studies (FLAS) Fellowships**, available to U.S. citizens and permanent residents enrolled in full-time U-M graduate or professional degree programs specializing in languages of the former Soviet Union and Eastern Europe. Except in the case of professional school students, first- and second-year Russian are not included. Academic Year FLAS recipients receive full U-M tuition and a monthly stipend during fall and winter terms. Summer FLAS recipients receive full tuition and fees to their language program and a stipend.
- **Graduate Student Instructor** positions for the two REES survey courses: REES 395, Survey of Russia: The Russian Empire, the Soviet Union, and the Successor States (offered Fall semester); and REES 396, Survey of Central and Eastern Europe and the Enlarged European Union (offered Winter semester). GSIs receive a full tuition waiver, health insurance, and a salary for the semester in which the position is awarded.
- **CREES Research, Internship, and Fellowship (CRIF) Program Grants** to be used toward summer or semester-long research projects or internships at institutions in Eastern Europe or the former Soviet Union. Applicants for research grants may be at preliminary or more advanced stages of their research; applicants for internships should be prepared to identify the venue for their internship in a governmental agency, business, or NGO in the region.
- **Copernicus Fellowship** to be awarded to an incoming graduate student who expects to focus his/her graduate work on Polish Studies. Students may not apply directly for this award but must be nominated by their admitting department or school.
- **Emerging Democracy Fellowships** to be awarded to incoming graduate students who expect to focus their graduate work around the theme of "emerging democracy past or present" in Europe, Russia, or Eurasia.

CAREER OPPORTUNITIES

In the past, REES M.A. recipients and those with dual degrees with professional programs have pursued careers in government service (e.g., State Department, Foreign Service, military) or non-governmental organizations both domestically and abroad. These include non-profit human rights or environmental organizations and think-tanks. Others have found positions in private businesses, including consulting firms, banks, and law firms. Others have gone on to teach at all levels, and many graduates have continued on to obtain a Ph.D. in various fields.

USEFUL LINKS

For a comprehensive and current list, see <http://www.ii.umich.edu/crees/resources>

University of Michigan Resources, Departments, and Offices

- CREES announcement blog <http://mblog.lib.umich.edu/CREES>
- University of Michigan International Institute <http://www.ii.umich.edu>
- Department of Slavic Languages and Literatures <http://www.lsa.umich.edu/slavic>
- Slavic and East European Division, U-M Library <http://www.lib.umich.edu/area/Slavic>
- Office of the Registrar <http://www.umich.edu/~regoff>
- Wolverine Access <https://wolverineaccess.umich.edu>
- Rackham Graduate School <http://www.rackham.umich.edu>

Area Studies Organizations, Funding, and Employment Resources

- American Association for the Association of Slavic Studies (AAASS) <http://www.fas.harvard.edu/~aaass>
- American Councils for International Education (ACTR/ACCELS) <http://www.americancouncils.org>
- Association for Women in Slavic Studies (AWSS) <http://www.loyola.edu/awss>
- IREX <http://www.irex.org>
- Open Society Institute <http://www.soros.org>
- U.S. Department of State <http://www.state.gov>
- Woodrow Wilson International Center for Scholars <http://www.wilsoncenter.org>

RESOURCES

Information in this handbook comes from the following sources:

- Rackham Graduate School Academic Policies <http://www.rackham.umich.edu/policies/gsh/>
- Center for Japanese Studies MA Handbook 2005 <http://www.ii.umich.edu/cjs>
- Center for Russian and East European Studies <http://www.ii.umich.edu/crees>