



MS Global Technology and Development – Applied International Development (GTD-AID)

Graduate Student Handbook
2025-2026

ASU Charter

ASU is a comprehensive public research university, measured not by whom it excludes, but by whom it includes and how they succeed; advancing research and discovery of public value; and assuming fundamental responsibility for the economic, social, cultural and overall health of the communities it serves.

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Introduction



Welcome to the M.S. in Global Technology & Development - Applied International Development Concentration!

The MS in Global Technology and Development program (GTD) offers students a global program that encompasses social, economic and political development, while highlighting the variables of technology and innovation in these development processes, and how issues of unequal development and injustice can be addressed. The Applied International Development Concentration allows students to concentrate, as well, on a specific sector to gain skills and knowledge that can be directly applied.

One of the central concerns addressed in the program is the global disparity in wealth and access to resources and basic needs, both between and within countries. Students are encouraged to pursue questions of their own that engage them in practical sectoral solutions related to technology and human socioeconomic and political development within nations, regions and around the globe.

The GTD student body represents a diversity of backgrounds, experiences and interests, and a myriad of undergraduate degrees, from engineering to the social sciences. Students who have graduated with their M.S. degree in Global Technology and Development are currently working for international development agencies, non-governmental organizations, the private sector in technology, and military and educational institutions.

We are very excited to have you in this unique program in international development, and look forward to your participation in classes, the final applied project, and other activities in the School for the Future of Innovation in Society (SFIS), and the other schools and colleges at ASU. The Concentration in International Development was added as an offering in the Fall of 2018, and we look forward to facilitating your journey through this newest, applied, version of the GTD master's.

Please do not hesitate to contact any of us during your journey as a master's student in the GTD-AID. We look forward to working with you!

Program overview

The **Master of Science in Global Technology and Development** is a globally focused social science program that offers students the understanding of systems of technology, the interface between technology and society, and current dynamics of global development concepts, policies and practices, especially in light of, innovation and change. We study the impact that globalization, development policies and practices, and technological development have had on the world, and use that knowledge to assess its impact and influence appropriate policies and programs for the future. Graduates bring to their organizations knowledge and awareness of how development priorities vary in different societies, and how technology can be adapted and utilized with differing results. Moreover, the program provides a curriculum that gives graduates a global perspective, and sensitivity to how the diffusion and power dynamics of technology might transform our world. Through integrating the study of human development with the study of technology, students are prepared for careers in technology- The course of study is designed to empower graduates of the program with the capacity to understand and analyze related public policy, government service, international development and international management, as well as the private sector.

The Concentration in Applied International Development within the M.S. in Global Technology & Development allows students to choose an applied area of specialization, including education, global management, public administration, sustainability or health. This applied concentration offers practitioners of international development, both early career and experienced professionals, to construct a set of coursework that fits their needs. The degree offers the development and enhancement of applied skills and attributes in planning, management, analysis and evaluation in development with attention to sectoral specializations. Students in this program will be anchored in the School for the Future of Innovation in Society, but choose areas of specialization that are offered by schools and colleges across ASU's curriculum, including the Thunderbird School of Global Management, the College of Health Solutions, Mary Lou Fulton Teachers College, College of Public Service and Community Solutions, and the School of Sustainability.

In this program, you will be able to select an area of specialization relevant to your interests, current work, and career goals. You will also take at least one core course with others in the program, which reviews international development theory, history and policy in the contemporary context. As well, you will be able to select courses that will develop skills in research, project management and project evaluation.

Program contacts

Program Chair: Dr. Yassine Dguidegue, yassine.dguidegue@asu.edu

Graduate Advisor/SFIS Assistant Director of Academic and Curriculum Services:
Wendi Taylor, wendi.taylor@asu.edu

Admission

Admission to the MS Global Development and Technology – Applied International Development program is available for the Fall, Spring and Summer terms with admissions on a rolling deadline. Applications will be reviewed by the GTD Admissions Committee only after all materials have been received. Application status can be monitored in MyASU. Official admission decisions will be emailed to the student.

Graduate admission requirements

ASU maintains minimum standards for consideration for admission to graduate programs. The program may establish requirements in excess of those established by the university.

- An earned bachelor's degree or higher from a regionally accredited institution in the U.S., or the equivalent of a U.S. bachelor's degree from an international institution officially recognized by that country.
- A minimum grade point average of 3.00 (scale is 4.00 = "A") in the last 60 semester hours or 90 quarter hours of undergraduate coursework is required to be considered for admission to an ASU graduate degree program.
- International applicants must provide proof of English proficiency. The following are accepted to meet this requirement.
 - Test of English as a Foreign Language (TOEFL): score of at least 80 (iBT). ASU's institutional code is 4007. Only electronic copies of scores are accepted.
 - International English Language Testing System (IELTS): overall band score of at least 6.5. No institutional code is needed.
 - Pearson Test of English (PTE): score of at least 60.
 - Individual academic units or programs may have higher requirements for English proficiency.

Academic program requirements

A bachelor's degree in any field is potentially sufficient, though a combination of course work and/or work experience in technology/science and the social sciences is preferred. Students are strongly encouraged to have had prior relevant international or intercultural education, work, or experience.

Provisional admission

On rare occasion, when an applicant does not meet minimum academic standards with respect to grade point averages as required by the Graduate College and the academic unit, but has additional evidence to suggest the potential for success, the GTD Admissions Committee may recommend that the student be considered for Provisional Admission. The

student would be admitted with the provision that they must take a certain number of graduate level academic credits (applicable to the GTD program) over a specified period of time and obtain a specified GPA on that coursework. If students satisfy the requirements then they would be converted to regular admission status. If not, ASU Graduate Admissions will withdraw the student from the degree program.

Pre-admission credit policy

Credit hours completed at ASU and/or from another regionally accredited US institution or international institution officially recognized by that country, before the semester and year of admission to an ASU graduate degree program. With the approval of the Faculty Advisor, Degree Program Chair, and the Graduate College office, students may include a maximum of 12 graduate-level credit hours with grades of “B” or better that were not used towards a previous degree. Preadmission credits must have been taken within three years of admission to the ASU degree program to be accepted.

Tuition and assistance

Tuition and fees

Tuition is set by ASU and the Arizona Board of Regents each year. View the general [Tuition and Fees Schedule](#), or calculate a more specific estimate of charges using the [ASU Tuition Estimator](#). Information on residency requirements can be found at [Residency for Tuition Purposes](#).

Financial Assistance

Traditional Financial Aid

Loans and Grants may be available if the student has filed a [FAFSA](#) for the academic year. More information is available on [ASU's Financial Aid website](#).

Scholarships, Grants and Fellowships

College of Global Futures also offers scholarships, fellowships, and grants for both current and incoming graduate students. Many scholarship applications are due in spring each year for the following academic year. Specific deadlines can be found on the [College of Global Futures Financial Support](#) webpage.

Graduate Student Government (GSG)

This organization offers a variety of [research and travel awards](#) to help students participate in academic and career-related activities.

Curriculum and Graduation requirements

Program requirements

Summary of MS Global Technology & Development Requirements	Semester Credits
GTD-AID Core course	3
GTD-AID Concentration courses	9
GTD-AID Specialization courses	15
Applied Project	3

Total: 30

Core Course descriptions

GTD Required Core Course (3 credits)

****Must be completed with a grade of B or higher.***

GTD 511 Development Policies and Practices (3 credits)

This course provides a summary of development theory, policy and practice, with an emphasis on analyzing past successes and failures, and considering innovative ways in which collaboration with local knowledge systems can create more inclusive and equitable development worldwide.

Required Concentration Courses (9 credits – pick 9 credits from the list below)

****All Other Required Courses must be completed with a grade of B or higher.***

GTD 501 Global Technology and Development (3 credits)

GTD 503 Technology and the International Political System (3 credits)

GTD 504 Technology and Development in Zones of Conflict (3 credits)

GTD 505 Social Science Inquiry for Global Development (3 credits)

GTD 506 Applied Project Methods in Global Development (3 credits) – ***highly recommended***

GTD 508 Technology and Development in Latin America (3 credits)

NLM 520 Financial and Resource Management (3 credits)

NLM 530 Program Evaluation and Information Management (3 credits)

Specialization options

Students in the AID Concentration select **15 credits** of the 30 total program credits **from ONE of the schools listed below**. (Course list may change over time as new courses become available; check with advisor for latest list)

THUNDERBIRD SCHOOL OF GLOBAL MANAGEMENT

- TGM 557 Global Marketing Strategy and Management (3)
- TGM 582 Communicating and Negotiating in a Dynamic Global World (3)
- TGM 507 Global Organizational Consulting: Basics (2)

- TAM 542 Leadership and Personal Leadership Development (3)
- TAM 541 Strategy in a Competitive World (3)
- TAM 534 Global Venture Creation (3)

COLLEGE OF HEALTH SOLUTIONS

- HCD 502 Health Care Systems and Design (3)
- HCD 521 Law and Health Promotion (3)
- HCD 532 Health Care Management and Finance (3)
- HCD 570 Process Engineering (3)
- HCD 575 Leadership and Professionalism (3)

COLLEGE OF PUBLIC SERVICE AND COMMUNITY SOLUTIONS

School of Community Resources and Development

- CRD 572 Community and Social Innovations (3)
- NLM 520 Financial and Resource Management (3)
- NLM 530 Program Evaluation and Information Management (3)
- NLM 562 Social Entrepreneurship (3)
- NLM 565 Grant Writing Nonprofit Organizations (3)
- NLM 570 International Non-Governmental Organizations (3)
- NLM 572 Community and Social Innovations (3)
- TDM 530 Sustainable Tourism Destination Planning and Management I (3)
- TDM 531 Sustainable Tourism Destination Planning and Management II (3)
- TDM 570 Sustainable Tourism (3)

School of Public Affairs

- PAF 505 Public Policy Analysis (3)
- PAF 508 Organization Behavior (3)
- PAF 520 Public Management (3)
- PAF 552 Integrated Emergency Management (3)
- PAF 555 Information Technology in Emergency Management (3)
- PAF 560 Community Resilience (3)

School of Criminology and Criminal Justice

- CRJ 510 Criminal Justice Planning and Program Evaluation (3)
- CRJ 554 Homeland Security (3)

SCHOOL OF SUSTAINABILITY

- SOS 508 Pathways to Sustainability (3)
- SOS 509 Leading Sustainability Transitions (3)
- SOS 591 Special Topic Courses (credits may vary)

Examples are:

Social-ecological Systems and Adaptation

Society and Natural Resources Management

Navigating the New Arctic

- SOS 594 Special Topic Courses (credits may vary)

Examples are:

The Changing Energy Industry

Hacking Conservation and Development
Urban Sustainable Redevelopment
Social Dimensions of Climate Change

- EMS 522 Mastering the Global Sustainability Context (3)
- EMS 523 Strategic Sustainability and Leadership (3)
- EMS 524 Sustainability Storytelling and Communications (3)
- EMS 525 Essentials for Transformative Leadership in Sustainability (3)

MARY LOU FULTON TEACHERS COLLEGE

- BLE 535 Sociolinguistic Issues in Bilingual Education (3)
- COE 501 Introduction to Research and Evaluation in Education (3)
- EDT 502 Design and Development of Institution (3)
- EDT 501 Foundations of Learning Design and Technologies (3)
- EDT 503 Instructional Media Design (*prerequisites required*) (3)
- EDP 540 Theoretical Views of Learning (3)
- HED 607 Visualization and Presentation (3)
- TEL 504 Learning and Instruction (3)
- EDA 514 Leadership in Curriculum and Assessment (3)
- ECD 565 Instructional Methods (3)
- ECD 505 Foundations of Early Childhood Education (3)

Culminating Experience Requirement: Applied Project (3 credits)

This is a research-based course where students work one-on-one with a Faculty Mentor on a pre-approved topic. Permission is required to enroll in the class and should be taken in the student's final semester.

Culminating Experience - Applied Project

There is some flexibility and scope in the nature of each student's Applied Project. It can be a research paper where students must introduce a research problem, conduct a relevant literature review, describe the methodology, and then conduct research, or, create a project as a solution to that problem. They would then evaluate the research results, or the project — all in a written document. The research curriculum in GTD 506 is designed to prepare students for this culminating experience and while not required, students are encouraged to take this course.

There is room, however, for a variety of other options, including a research proposal for funding, a publishable paper, or a multimedia project such as film documentary or other audio visual exploration and demonstration of concepts, research, and development practices.

Applied Projects must be relevant to the subject areas of Global Technology and Development, and therefore must address in some way the global context, the factor of technology, and social, economic, cultural or political development.

Applied Project Committee

Students will select a faculty member to serve as their Faculty Mentor on their Applied Project. While most students will work with someone [within SFIS](#), it is possible to work with faculty member outside of the School as long as they have been made aware of the expectations and guidelines of the Applied Project.

If a student has not yet identified a faculty member to work with by the time they are due to enroll in their Applied Project, they can submit the required documents to the Program Chair for approval. The Program Chair will either work with the student or connect them with an appropriate faculty mentor within the School.

Second Reader

After making initial edits and revisions with the student's Faculty Mentor, the student will also be given feedback on their Applied Project from another faculty member that serves as a Second Reader. This faculty member is not listed on the iPOS and the student is responsible for working with their faculty mentor to find an appropriate second reader.

Approval Process

In order to register for GTD 593/Applied Project, students must submit a completed ***Applied Project Approval Form*** and two-page prospectus of their research idea to their Faculty Mentor for Approval. The prospectus must include preliminary sources and a description of the methods planned for either research or project development.

After permission is given by the Faculty Mentor, the completed form and prospectus are then submitted to GTD Program Chair for final approval.

If the Graduate Academic Advisor was not included in the approval process, they will then be notified so an override can be entered into the system to allow the student to register for the course.

In addition, the student must have an approved iPOS on file and submit their request to enroll in an omnibus course before permission can be given to enroll. (See Graduate Advisor for more information.)

Resource Site

The GTD Resource site is on Canvas and offers examples of exemplar Applied Projects, a list of past Applied Project titles as well as guidelines and relevant forms.

Timeline

While GTD 593 is offered in Sessions A, B and C, students typically need the majority of the semester to successfully finish and graduate. Because of this, it is recommended the student submit these for approval *before* the start of the semester in which they wish to enroll.

If the student enrolls in their Applied Project but does not successfully complete it by the end of that term, they will be issued a grade of 'I' (incomplete) and will *have up to one calendar year* to finish their Applied Project. If the student successfully finishes it within the calendar year, the 'I' grade will then be changed to the grade the student receives on their Applied Project.

If the student does not successfully finish it after one calendar year, the 'I' grade will become permanent on the student's transcript and the student will need to enroll in and pay for the GTD 593 class again.

The student must enroll in the 1-credit GTD 595/Continuing Registration each semester to meet the continuous enrollment requirement until they graduate (including Summer if a student wishes to graduate that term.)

Application to graduate

Students should apply for graduation during the semester of planned graduation and must apply no later than the dates specified on the University Registrar Services website. Students apply for graduation through their MyASU and must have an approved iPOS on file before applying for graduation.

Commencement and Convocation

There are two main ceremonies during graduation week, each requiring separate RSVPs:

- **Commencement** is the university-wide graduation ceremony (the graduate students' ceremony is separate from the undergraduates' ceremony), facilitated by the President of the University. Degrees are conferred at this ceremony.
- **Convocation** is the College of Global Futures graduation ceremony. Graduates walk across the stage in front of a smaller audience. Hoods are already worn since degrees are conferred at Commencement. The College of Global Futures will send additional information about graduation directly to students who have applied to graduate. Additional information can also be found [here](#).

There are also [special interest and cultural convocations](#) in which students can participate.

Graduation regalia (cap with tassel, gown, and hood) is required for all students to participate in these ceremonies and are not provided by ASU. These items are available to purchase either on campus or online. Students are responsible for ordering, purchasing, and picking up their regalia.

Academic Progress Tools and Milestones

Interactive Plan of Study (iPOS)

The Interactive Plan of Study, or iPOS, is an agreement between the student, the academic unit, and the Graduate College. The iPOS must be submitted by the time the student has enrolled in 50 percent of the minimum credit hours required for the degree program. If a student has not submitted their iPOS by the time they've completed 15 credits an advising hold that prevents future registration may be issued until this has been resolved.

More information about the iPOS and instructions on how to submit can be found [here](#).

Faculty Chair: Just the Committee Chair (Faculty Mentor for the Applied Project) should be listed on the iPOS.

Change of coursework or committee: If a change of coursework or committee is needed, the student must update the courses and/or committee listed in the iPOS and submit for review. The iPOS will be routed electronically to Graduate Advisor for review and Academic Unit approval, and then to the Graduate College for final approval.

Completion Time Limit

ASU policy mandates that all coursework used to complete an ASU master's degree must be completed within a six-year time limit. Any exception to the time limit policy must be approved by the unit and the Graduate College. The Graduate College may withdraw students who are unable to complete all degree requirements and graduate within the allowed maximum time limits.

Grade Point Averages

Graduate students must maintain the following minimum grade point average (GPA) requirements in order to maintain satisfactory academic progress and graduate:

- The **iPOS GPA** must be 3.00 or higher and includes all courses that appear on the student's approved iPOS. The iPOS GPA includes all courses that appear on the student's approved iPOS.
- The **Overall Graduate GPA** must be 3.00 or higher. The Overall Graduate GPA includes all courses numbered 500 or higher that appear on the transcript after admission to the graduate program. This includes shared coursework if enrolled in an approved accelerated bachelor's/master's program.
- The **Cumulative GPA** must be 3.00 or higher. The Cumulative GPA includes all courses completed at ASU the graduate career, including undergraduate courses.

Policies

Enrollment and Leave Policies

The academic unit and university have firm policies related to continuous enrollment and requesting leaves of absence. The most common enrollment issues and questions are addressed below. Additional information can be found in Graduate College's [Policies and Procedures Handbook](#).

Drop/Add Deadline

The [Academic Calendar](#) lists specific dates and deadlines for each semester. SFIS does not allow requests to drop courses past the drop/add deadline. Instead, a student who no longer wishes to take a course will need to withdraw from it. A withdrawal will result in a "W" grade on the student's transcript. A "W" grade may negatively impact students receiving student loans and lowers the student's pace rate, which is a measurement of credit hours *attempted* versus credit hours *successfully completed*. The only way to avoid a "W" grade is to drop the class during the university's add-drop period. The School does not back-date course drop paperwork.

To add a class, students can fill out an Enrollment Change Request to add a class after the deadline. The student needs to collect all signatures on the form. The Enrollment Change Request form can be found under the Late Drop/Add Requests section of the [Graduate Policies, Procedures and Forms](#) webpage.

Continuous Enrollment

Once admitted to a graduate degree or certificate program, students must register for a minimum of one credit each fall and spring (and sometimes summer) of their graduate education, including the term in which they graduate. This includes periods when students are engaged in research, writing, exams, or other work beyond the completion of coursework requirements or are in any way utilizing university resources, facilities or faculty time.

Registration for every fall semester and spring semester is required. Summer registration is required for students completing culminating experiences or graduating from the degree program.

Grades of "W" (withdrawal) or "X" (audit) are not considered valid registration for continuous enrollment purposes. "W" grades are received when students officially withdraw from a course after the course drop deadline. "X" grades are received for audit courses. Additionally, students completing work for a course in which they received a grade of "I" (incomplete) must maintain continuous enrollment as defined previously.

Leave of Absence

Graduate students planning to discontinue registration for a semester or more must submit a Leave of Absence request via their Interactive Plan of Student (iPOS). This request must be submitted and approved before the anticipated semester of non-registration. Students may request a maximum of two semesters of leave during their entire program. Having an approved Leave of Absence by the Graduate College will enable students to reenter their program without re-applying to the university.

A student on leave is not required to pay fees, but in turn is not permitted to place any demands on university faculty or use any university resources. Examples of utilizing university resources can be found in the [Graduate College's Policies and Procedures Handbook](#).

Grades

Students must reach out to their instructors for any classes where grades have not been entered or where they do not match the passing grades listed below. Incorrect grades can delay or prevent conferral of a degree. Any "NR" (not recorded) grade on a transcript will prevent a student from graduating.

Incomplete Grades

Incompletes are given at the discretion of the instructor of a course and should not be expected. Students granted an incomplete must complete a contract with the instructor, outlining the work required and the timeline for completion. The completed [incomplete grade contract](#) must be sent to the Graduate Advisor who will obtain the graduate director's signature and keep an electronic record of the contract in the student's file. The timeline cannot exceed one calendar year, but the instructor may choose an earlier completion date.

Once coursework has been fulfilled, a grade will be assigned. The grade must be entered within the calendar year, so the student should allow a few weeks for the instructor to grade each assignment. If the student does not complete coursework within the period stipulated by the instructor (on the contract), then the student may receive an unsatisfactory or failing grade for the course.

In the case that the instructor gives the student the full calendar year within which to complete the course, and the course is not complete within that time, then the incomplete will become permanent and the student will have to retake the course if it is a required course. *SFIS permits only two incompletes on a student's transcript at any time.* More than two incompletes is cause for academic probation. More than two permanent incompletes can be grounds for dismissal from the program.

Grade Appeal and Academic Grievance Process

The College of Global Futures follows the university policy for grade appeals. Outlined on the college's website are the steps a student can take if they wish to appeal a grade. This process only applies to courses and programs offered through the College of Global Futures. If the course or program is offered through another unit, the student will need to reference that unit's protocols. You can find information about which unit offers a course by clicking "Full Class Details" on the course in the course search tool and you will see the unit next to "Offered by".

It is recommended that this process be pursued in the semester following the issuance of the grade in dispute (but before commencement) to protect the student from retaliation. Students who believe they are victims of retaliation should immediately contact the Dean of the college.

Academic Probation and Dismissal Policy

A student may be **placed on academic probation** if they meet any of the following criteria:

- The student does not meet GPA or grade requirements as outlined in the satisfactory academic progress policy;
- The student does not meet grade requirements as outlined in the satisfactory academic progress policy;
- The student has more than two incompletes on their transcript since starting the program;
- The student does not meet milestones specified in the graduate handbook by the deadlines expressed therein; or
- The student fails to complete the program within the time to completion specified in the graduate handbook.

Students will be notified by email and letter if they are being recommended for dismissal from the program. For a ground campus International student to be dismissed from their program effective immediately, the school's program chair must provide a written document to the international student (as early in the process as possible) letting them know that being withdrawn from a degree program can have immediate consequences regarding their visa status.

A student **may be dismissed** from a graduate program with or without first being placed on probation if:

- The student is on academic probation because their GPA has fallen below the minimum GPA as outlined in the Satisfactory Academic Progress Policy section or below 3.00 for all post-baccalaureate courses taken at ASU, and the student fails to bring the GPA to required levels by the deadline specified in the probation letter;

- The student receives a lower grade than what is required while on academic probation;
- The student has more than two permanent incompletes since starting the program;
- The student fails to meet milestones specified in the graduate handbook;
- The student fails to meet conditions stipulated in their probation letter; or
- The student violates terms of the [Student Code of Conduct](#).

Academic Probation and Dismissal Appeal Process

A student may appeal any action concerning academic probation or dismissal by petitioning through their school within 10 business days, using the [College of Global Futures Grade Appeal and Academic Grievance Form](#).

Appealing probation status follows the Grade Appeal and Academic Grievance Process. The dismissal appeal process follows the process outlined below. Students can voluntarily withdraw from their degree program at any time during the dismissal/appeal process, thereby avoiding having a dismissal on their record.

Dismissal Appeal Process – School Level:

The designated person or committee within the school reviews the student's appeal.

Possible outcomes include:

1. If the student does not appeal within the specified timeline in their letter, the school designee will notify the student in writing that they will be recommended to the Graduate College for dismissal.
2. The school designee notifies the student in writing of a successful appeal. The letter should include any stipulations or restrictions. For example, if the student is allowed to continue in the program under the condition of academic probation, the letter must outline specifically what the student needs to accomplish and in what timeframe to obtain academic good standing.
3. The school designee notifies the student in writing of an unsuccessful appeal. The letter will state that the school is recommending dismissal from the degree program. The student has the right to appeal the recommendation of dismissal to the college and they should send their appeal to the college's Associate Dean for Student Success, Sharon Hall (sharonjh@asu.edu) and copy Lisa Murphy (lisa.m.murphy@asu.edu) and the point of contact they've been working with in the school within 10 business days.

Dismissal Appeal Process – College Level:

The school provides the college-level designee with a letter recommending dismissal of the student, along with supporting documentation. The designated person or committee within the college reviews the student's appeal. Possible outcomes include:

1. If the student does not appeal within the specified timeline in letter, the college designee will notify the student in writing that they will be recommended to the Graduate College for dismissal.

2. If the student does appeal within the specified timeline in the letter, the college designee will notify the student in writing that the college-level appeal was received and will be reviewed.
3. The college designee notifies the student in writing of a successful appeal. The letter should include any stipulations or restrictions (e.g. if the student is allowed to continue in the program under the condition of academic probation, the letter must outline specifically what the student needs to accomplish and the timeframe to obtain academic good standing).
4. The college designee notifies the student in writing of an unsuccessful appeal and that they will be recommended to Graduate College for dismissal.

Graduate College Review of Dismissal:

If the student does not appeal at the college level, or if the appeal is denied, the college designee sends a recommendation for dismissal to the Graduate College along with supporting documentation. Graduate College reviews the case, notifies the student of the final dismissal decision and sends copies of the notification to the school and college.

Student Rights and Responsibilities

It is the responsibility of each student to understand and observe all procedures and requirements specified by the ASU Graduate College and SFIS. All students are required to read and understand the Graduate Handbook and ASU's [Graduate Policies and Procedures](#) and to adhere to the [Student Code of Conduct](#). Faculty and staff provide academic advice and assistance, but the ultimate responsibility for meeting degree and other requirements remains with the student. Students should frequently check their MyASU page for notifications about enrollment, billing and financial aid, and other reminders.

ASU Email

All ASU students are required to have an active ASU email address. Students may forward their ASU email to another preferred account. It is important that students check their ASU email frequently, so they do not miss important notices. Arizona State University and SFIS conduct their business via ASU email only.

Culture of Respect

ASU is a community and a professional work environment. Graduate students are expected to treat peers, teachers, students, staff, and members of the ASU community with respect and to work with them in a professional manner, both in person and online. SFIS expects its students to be good representatives who recognize that poor behavior by one student impacts others by creating a negative perception of the school.

Diversity and Inclusion

ASU is committed to building excellence, enhancing access to exemplary education, and having an impact on our community, state, nation and the world. This commitment requires our faculty, staff, and students to learn from the diverse perspectives and engage in the advancement of knowledge with the most inclusive understanding of the issues through our scholarly activities.

Diversity is defined in terms of both representation and inclusion. Representation reflects the extent to which our students, staff, faculty, and administrators proportionately reflect the regional and national populations served by our public institution. Inclusion encompasses empowerment and amplifying voices among all members of the university community in the areas of scholarship, teaching, learning, and governance. Both are integral to how we ensure a just and equitable environment for everyone who is part of it, and one that is not undermined by bias, prejudice, harassment, or other forms of discriminatory attitudes and behaviors.

As a result, diversity is not only measured by race, ethnicity, country of origin, and gender, but also includes cultural identity, disability, gender identity, intellectual perspective, national origin, physical and mental abilities, religion, sexual orientation, socioeconomic background,

veteran experience, caste, and age. These aspects of identity belong to all members of our community and make us richer in our thinking and outlook.

It is imperative that students treat each other and those they interact with, including instructors, faculty, and staff, with respect, kindness, and dignity. Discrimination will not be tolerated.

Resources for exploring diversity and inclusion at ASU are included below. For additional information on discrimination, harassment, and abuse, including what to do if you experience these or become aware of specific instances, the [ASU Office of Inclusion and Community Engagement](#) has additional resources, including information about ways to report your concern, such as the [ASU Hotline](#), [Incident Report Form](#), and a [Student Advocate](#) you can talk with about your situation.

- [Dispelling Stereotypes video series](#)
- [To Be Welcoming implicit bias classes](#) from ASU/Starbucks Global Academy (30-60 mins each)
- [ASU's Office of Inclusion and Community Engagement website](#)

Title IX and Sexual Harassment

ASU prohibits all forms of discrimination, harassment and retaliation. To view ASU's policy please see <https://www.asu.edu/aad/manuals/acd/acd401.html>.

Title IX protects individuals from discrimination based on sex in any educational program or activity operated by recipients of federal financial assistance. As required by Title IX, ASU does not discriminate on the basis of sex in the education programs or activities that we operate, including in admission and employment. Inquiries concerning the application of Title IX may be referred to the Title IX Coordinator or to the U.S. Department of Education, Assistant Secretary, or both. Contact titleixcoordinator@asu.edu or 480-965-0696 for more information. Office located at 1120 S. Cady Mall, INTDSB 284. For information on making a report, please go to www.asu.edu/reportit/.

Student Code of Conduct

The [Arizona Board of Regents \(ABOR\) Student Code of Conduct](#) sets forth the standards of conduct expected of students who join the university community. Students who violate such standards will be subject to disciplinary sanctions in order to promote personal development, protect the university community, and maintain order and stability on campus and in associated learning environments.

Academic Integrity

The College of Global Futures takes academic integrity seriously and requires students to:

1. have a good understanding of [what academic integrity is](#) and [why it's important](#);

2. understand what types of activities and behaviors violate the [student honor code](#) and [ASU's academic integrity policy](#);
3. have an awareness that [resources](#) exist to help prevent academic integrity violations; and
4. [report all academic integrity violations](#) as soon as they arise.

Each college/school has an [academic integrity officer](#) who can address questions related to academic integrity. If there are questions about a particular course, students should reach out to officers from the college/school that offers the course.

Newly admitted graduate students will receive a “priority task” in MyASU directing them to complete an online module on academic integrity. The module consists of a PowerPoint that outlines academic integrity and students must take a quiz and pass with an 80% or higher.

Resources

Arizona State University and SFIS provide numerous resources to assist students. The following list includes some of the [many resources](#) that may be beneficial for graduate students while pursuing a degree. This information is subject to change.

Graduate Advising

SFIS Graduate Advising Office strives to provide quality academic advising and support services to promote student success. Find office hours and schedule an appointment on the [Graduate Advising](#) webpage.

My ASU Portal

[My ASU](#) is an interactive, customized portal to a diverse range of student services, from financial aid to academic advising and course registration. Through the site, students can access their ASU email account and online course materials. My ASU also serves as a portal to the ASU Library and the source for downloadable software.

Sun Card

The [Sun Card](#) is Arizona State University's official photo ID card. Students may upload a photo and either pick up the Sun Card in the Sun Devil Card Services Office or have the Sun Card delivered by mail. Students will be charged \$25 for the card. A Sun Card is required to access some locations on campus, particularly the Graduate Lounge/Kitchen in ISTB X.

ASU Online Success Coach

Students can find contact information for their ASU Online Success Coach in My ASU.

Graduate College Policies and Procedures Manual

The Graduate College oversees all graduate programs at ASU and upholds university and graduate program rules and policies. All graduate students are responsible for familiarizing themselves with Graduate College's [Policies and Procedures Manual](#) in addition to those specific to the academic unit.

Canvas

Arizona State University provides online courses and course material through a Learning Management System (LMS) called [Canvas](#).

SFIS Grad Representatives

Grad reps are student leaders elected by their peers. They serve for one academic year (Fall to Spring or Spring to Fall). They are also liaisons between the graduate student community and the faculty and administration of SFIS. They communicate feedback from the student body, attend faculty and high-level department meetings, and are invited to represent the graduate student community at special guest events. Grad reps also assist in planning graduate student events and communicate with prospective and new graduate students. Current students interested in becoming a future rep can discuss their interest with

a current grad rep and ask to be included in the next election. Voting takes place at the end of each fall and spring semester, as one (of the two) reps from each program is always transitioning off as a new representative is elected.

Current students interested in becoming a future rep can discuss their interest with a current grad rep and ask to be included in the next election. Voting takes place at the end of each fall and spring semester, as one (of the two) reps from each program is always transitioning off as a new representative is elected.

Online Tutoring and Writing Support

ASU provides free [tutoring and writing](#) support. Graduate students are strongly encouraged to utilize writing support services.

ASU Libraries

ASU has several libraries and hosts impressive online and hardcopy collections. They have created a [website](#) specifically for ASU Online Students with walk-throughs, tutorials and useful resources to learn how to use the ASU Library and conduct searches.

Study Abroad

There are several exciting [study abroad](#) opportunities that may be of interest to graduate students. New opportunities are posted regularly.

ASU Mobile App

The [ASU Mobile App](#) provides access to features such as My ASU, email, maps, and library resources. Students can also access maps and find out about campus events and athletics. Students can download the app from the Apple app store or from Google Play.

Technical Support

Students can use ASU's IT Knowledge Base and find answers to frequently asked questions through the Service tab on My ASU. Students also have access to 24/7 technical support via chat, and [getprotected.asu.edu](#) provides information to reduce online vulnerability to viruses, malware, and phishing attacks.

Software

ASU students can access and use powerful software applications for free through [MyApps](#), which can be accessed online or through My ASU. All students may get a free license to Microsoft Office for use on a personal computer. Students also have access to cloud storage on Google Drive, Dropbox for Education and OneDrive for Business through their ASU account. Software and technical requirements may vary for individual courses.

Student Accounts

Students can use the Finances tab in My ASU to access information about student accounts, including account charges, financial aid, and scholarships. For assistance, students are encouraged to contact [Student Business Services](#). They can answer questions about tuition and billing, student refunds (including financial aid disbursement), receipt and payment processing, support for past due accounts, third party sponsorship assistance, and Perkins

Loan repayment. Students may also submit questions through the Service tab in My ASU, email sbs@asu.edu, or call 1-855-278-5080.

Student Accessibility and Inclusive Learning Services (SAILS)

Student Accessibility and Inclusive Learning Services (SAILS) provides services to qualified students with disabilities on all ASU campuses. Eligibility is based on qualifying disability documentation and assessment of individual need. Every effort is made to provide reasonable accommodations for qualified students with disabilities. Qualified students who wish to request an accommodation for a disability should contact [SAILS](#).

Counseling Services

ASU Online students have 24/7 access to counselling and other mental health resources from TELUS Health Student Support through 360 Life Services.

Wellness

ASU and SFIS are committed to the health and wellness of our graduate students. The Graduate and Professional Students Association (GPSA) has compiled a one-page guide to [Graduate Wellness Resources](#) that includes information about financial, social, emotional, and physical health and wellness resources available to ASU students. The ASU Graduate College has also compiled a list of [10 Best Practices in Graduate Student Wellbeing](#) to help you care for yourself through increasing academic rigor and demands.

Alumni Network

The [College of Global Futures Alumni Network](#) strives to Empower College of Global Future alumni with enduring connections, education, and resources to be a voice and force for a thriving, sustainable world.

Veterans Services

The ASU [Pat Tillman Veterans Center](#) provides services specifically for all students who are current or former US military.

Career Services and Internships

The College of Global Futures has a career services team dedicated to helping students discuss career options and perform company and occupational research. To book an appointment, please visit the [College of Global Futures Advising](#) site.

The Career Services team keeps the [Careers Connect](#) portal up to date to ensure students in the program can connect with meaningful opportunities like internships, fellowships, and full-time jobs. This resource is curated to align with the unique outlook and values of students studying in the College of Global Futures.

ASU Online Events, Clubs and Organizations

There are numerous online events hosted year-round. See [ASU Online Events](#) to find events of interest. In addition, students may elect to join various online clubs and organizations through Sun Devil Sync (<https://asu.campuslabs.com/engage/>).

Contacts

Students may sometimes need to contact other offices on campus for assistance. This is a partial list of offices that provide useful resources for students.

[Emergency Services](#)

To report an emergency, dial 911

To reach ASU Police, dial 480-965-3456; press 1 for dispatch

ASU Emergency Information line 1-844-864-8327

[Graduate College](#)

Interdisciplinary B, Suite 285

480-965-3521

Grad-gps@asu.edu

[Graduate and Professional Student Association](#) (GPSA)

Center for Family Studies (CFS) Building

480-727-9870

gpsa@asu.edu

[Office of the University Provost](#)

Fulton Center, Suite 420

[Contact Form](#)

[University Technology Office](#)

480-965-6500 or 1-855-278-5080

<https://uto.asu.edu/services>