Program Information

Master of Science in Criminal Justice Administration

The Master of Science in Criminal Justice Administration is designed to offer post-baccalaureate education to criminal justice professionals, administrators, and traditional students seeking criminal justice graduate education. The curriculum offers course work and skills necessary for successful administration in police, corrections, and courts agencies as well as private criminal justice agencies such as residential treatment centers, halfway houses, and private security firms. Students seeking admission to law school and doctoral studies in criminal justice will find this program appealing.

Admission Information

*Regular admission* status may be granted to applicants having submitted all required information. Applications will be reviewed on a continuing basis; therefore students are encouraged to apply early and to facilitate financial aid requests when needed. Students may be admitted for both full- and part-time studies. *Provisional admission* status may be accorded to applicants who have submitted required credentials, yet exhibit deficiencies in certain requirements.

Applicants receiving *provisional admission* will be offered *regular admission* upon successfully completing 12 graduate semester hours of course work with a 3.0 GPA or higher.

Basic Requirements for Admission

The Master of Science in Criminal Justice Administration admissions committee will convene to review application materials. The committee will base its recommendations primarily upon grade point average, recommendation letters, personal statement and any relevant work experience.

a. baccalaureate degree (preferably in criminal justice or social science) from an accredited institution;
b. an earned cumulative GPA of 3.0 or higher;
c. applicants must submit official copies of transcripts from the college conferring their bachelors degree and any graduate university courses; FSU students should contact CJ offices;
d. three reference forms or professional letters of recommendation from faculty or agency employers; and
e. a personal statement indicating why the individual is pursuing the master's degree at Ferris.
Before beginning coursework, students will attend a graduate student orientation and will be notified of time/location of meeting at time of acceptance.

**Program Requirements**

**Graduation Requirements:**

a. Complete 30 semester hours with a 3.0 GPA or higher.
b. Up to 6 credit hours may be transferred from another accredited graduate program in criminal justice.
c. No grade under a C is permitted. All work below a C must be repeated to fulfill graduation requirements. Only one C (or C+) is allowed on the final transcript. Upon any second grade below C, the student may be removed from enrollment.
d. Students must complete all degree requirements within 5 years of starting classes at Ferris State University. An extension may be granted for extenuating circumstances, upon recommendation of the student's major program advisor and written approval of the Director of the School of Criminal Justice.

Additional information on the program is available by calling (231) 591-3652 or (231) 591-2458.

**Program Course Requirements:**

**Criminal Justice Core (12 hours)**

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>CRIM 605</td>
<td>Legal Issues in Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRIM 615</td>
<td>Nature of Crime</td>
<td>3</td>
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<tr>
<td>CRIM 625</td>
<td>Criminal Justice Data Collection &amp; Analysis</td>
<td>3</td>
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<tr>
<td>CRIM 630</td>
<td>Seminar in Law Enforcement <strong>OR</strong></td>
<td>3</td>
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<tr>
<td>CRIM 640</td>
<td>Seminar in Corrections</td>
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**Skill/Tool Requirements (3 hours)**

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>CRIM 650</td>
<td>Criminal Justice Research Methods</td>
<td>3</td>
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**Administration (9 hours)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>CRIM 608</td>
<td>Organizational Leadership</td>
<td>3</td>
</tr>
<tr>
<td>CRIM 665</td>
<td>Financial Management for CJ Administrators</td>
<td>3</td>
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<tr>
<td>CRIM 673</td>
<td>Human Resource Management</td>
<td>3</td>
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Required In-Class Credit Hours = 24

**Culminating Experience (6 hours)**

**OPTION 1:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>CRIM 660</td>
<td>Thesis</td>
<td>6</td>
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**OPTION 2:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tr>
<td>CRIM 670</td>
<td>Graduate Topics</td>
<td>3</td>
</tr>
<tr>
<td>CRIM 699</td>
<td>Comprehensive Critique/Exam</td>
<td>3</td>
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30 semester hours
Course Descriptions

CRIM 605  Legal Issues in Criminal Justice
This course is designed to provide the student with a basic understanding of legal issues surrounding the role of an administrator and a line worker. Subjects to be addressed include civil liability under state tort law, civil liability under federal law, criminal liability, and the impact of recent court decisions. Students will acquire a working knowledge of their legal role and responsibility and will learn risk management strategies to reduce the risk of exposure to liability.

CRIM 608  Organizational Leadership
This course is designed for graduate students interested in identifying and enhancing their leadership styles and skills in preparation for management careers in the field of criminal justice. Students will be exposed to related theories, concepts and issues, and will apply these theories and skills through selected projects and experiential exercises.

CRIM 615  Nature of Crime
This course examines the theory and research on the nature and correlates of crime. The relationship between explanations of and the policies proposed to reduce crime will be covered. The most recent contributions to understanding the nature of crime will be reviewed.

CRIM 625  Data Collection & Analysis in Criminal Justice
This course will introduce students to the various data collection and analysis methods used in Criminal Justice research. The course focuses on proper collection methods, data entry, and data analysis using various statistical software packages. Students will be exposed to different statistical techniques and multivariate methods of analysis.

CRIM 630  Seminar in Law Enforcement
This course is designed for graduate students with an interest in contemporary policing. This course will explore the role of police in American society. Attention is given to the origin of policing, the nature of police organizations and police work, and patterns of relations between police and the public. The values of a democratic society as they affect the law enforcement role are also discussed.

CRIM 640  Seminar in Corrections
This course is designed to give an analytical perspective to the history, development, current practices, critical issues and future of corrections. Various theoretical and practical approaches to corrections and the research intended to support or refute these perspectives will be assessed.

CRIM 650  Criminal Justice Research Methodology
This course provides students with an understanding of criminal justice research, the concepts and logic of research designs, and explores experimental research designs. The student will be familiarized with research methods in order to lay the groundwork for designing research projects, as well as to interpret research designs and findings of studies they read. Additionally, students will compile and analyze criminal justice data using statistical computer programming (e.g. SPSS).

CRIM 660  Criminal Justice Thesis
This is a directed studies course, which requires students to apply research methods learned in the curriculum in solving a criminal justice problem or resolving an issue in the criminal justice system. The focus will be on the application of scientific technique to problem solving and the preparation of a formal, written thesis and defense of research.
**CRIM 665  ** Financial Management for Criminal Justice Administrators  
This course introduces professionals in the criminal justice field to the basic principles of accounting and financial management, including the preparation of budgets, the use of external and internal audits, and the working relationship between accounting personnel and other administrators. Special emphasis will be placed on governmental accounting and its unique considerations.

**CRIM 670  ** Graduate Topics in Criminal Justice  
This course offers a concentrated study of selected critical issues in the criminal justice system. Topics that are timely and of concern to both academicians and practitioners will be chosen for study.

**CRIM 673  ** Personnel/Human Resource Management  
This program takes a problem solving/decision-making approach to human resource management. Students will overview and integrate such topics as: legal aspects of personnel management, job analysis, employee selection and performance evaluation, training and development, compensation systems, and labor relations.

**CRIM 680  ** Special Studies in Criminal Justice  
The special studies are for students who have completed all the required courses and are working on the completion of their thesis. This continuing credit allows the student to remain active in the program.

**CRIM 699  ** Comprehensive Critique/Exam  
This course is designed to review key areas of concentration taught in the program including the criminal justice core courses, research and evaluation, and managerial skills. By reviewing the key concepts of these major areas, the student will be prepared for the end of the term comprehensive exam.