

# BROOKS SCHOOL OF PUBLIC POLICY

## Overview

The Cornell Jeb E. Brooks School of Public Policy is where you can actively contribute to finding solutions for the world's most pressing problems. Our areas of policy focus span a broad spectrum of critical areas in our learning, teaching, research, and outreach efforts:

- Data Science and Technology Policy
- Environmental and Sustainability Policy
- Health Policy
- Human Security
- Politics and Economics of Development
- Race, Racism, and Public Policy
- Social Policy and Inequality

Dean Colleen Barry describes the exciting journey that awaits you at Brooks: "We are building one of the nation's preeminent schools of public policy, where we embrace a shared mission to inform policymakers and other decision-makers, educate future leaders, and serve the greater good."

Through our extensive public engagement programs, you'll have the chance to make a tangible impact on the lives of others as a student. Upon graduation, you'll be well-prepared for careers in the public, private, and non-profit sectors, as well as for those not yet imagined.

Our faculty, drawn from diverse backgrounds and disciplines, offer a global perspective in their teaching and research. The challenges facing our world demand interdisciplinary solutions, and we foster creativity and collaboration at Brooks.

Website: [publicpolicy.cornell.edu](https://publicpolicy.cornell.edu) (<https://publicpolicy.cornell.edu/>)

## General Information

### Administration

- Colleen L. Barry, Dean
- Maria Fitzpatrick, Senior Associate Dean of Academic Affairs
- Gustavo Flores Macías, Senior Associate Dean for Strategic Initiatives
- Jamila Michener, Senior Associate Dean of Public Engagement
- Jeff Niederdeppe, Senior Associate Dean of Faculty Development
- Christie Avgar, Assistant Dean of Enrollment and Student Services
- Aubryn Sidle, Director of Undergraduate Studies
- Nicholas Sanders, Director of Graduate Studies
- Matthew Hall, Director of Cornell Population Center and Director of the MPA Program
- Michael Richards, Director of the Sloan Program
- Michelle Gardner, Associate Director of Career Management
- Mary Garin, Associate Director of Masters Programs
- Jennifer Wright, Registrar

### Office of Admissions, Student Services and Career Management

The Brooks School Office of Admissions, Student Services, and Career Management is dedicated to assisting students throughout their

academic journey at Cornell University. The office is committed to ensuring that students excel academically, professionally, and personally during their time at the Brooks School. Students are encouraged to take advantage of the various resources and services available to fully benefit from their college experience.

The office can be contacted via email at [Brooks-StudentServices@cornell.edu](mailto:Brooks-StudentServices@cornell.edu), by phone at (607) 254-3451, or in person at MVR 2201.

For specific inquiries, please use the following contact information:

- Undergraduate support: [BrooksUGProgram@cornell.edu](mailto:BrooksUGProgram@cornell.edu)
- Graduate MPA support: [mpa@cornell.edu](mailto:mpa@cornell.edu)
- Graduate MHA support: [sloan@cornell.edu](mailto:sloan@cornell.edu)
- Enrollment support: [BrooksRegistrar@cornell.edu](mailto:BrooksRegistrar@cornell.edu)

## Admissions

The office offers support to both first-year and transfer applicants for undergraduate programs, as well as professional graduate degree applicants.

## Career Management

The office assists students across Brooks School programs in exploring career opportunities, developing professional skills, and preparing for post-graduation endeavors. This includes resume building, interview preparation, networking opportunities, and connecting students with internship and job opportunities. Coursework to support career exploration includes PUBPOL 1112 Career Explorations in Public Policy and PUBPOL 5990 Challenges and Trends in the Health Services Industry.

## Special Academic Opportunities

### Capital Semester

The Capital Semester program offers students the opportunity to immerse themselves in New York State government affairs through a paid internship experience while earning academic credit. Key features of the program include:

- Undergraduate students enroll in a full semester of 12 Cornell credits through PUBPOL 4970 New York State Government Affairs.
- Graduate students enroll in 8 Cornell credits through PUBPOL 5920 Public Affairs Externships
- The program includes a paid internship with a New York State legislator, either in the Assembly or Senate, located in Albany.
  - Graduate students are only eligible to participate in the senate program.
- Interns engage in various activities such as attending hearings and legislative sessions, meeting with lobbyists and constituents, writing reports for legislation and potential publication, and assisting in the daily work of their assigned legislator.
- Opportunities are available for undergraduate and graduate students, regardless of major, and are especially beneficial for those interested in policy-related careers or further academic studies in law, graduate school, or business school.

For more information, including application details and benefits, please visit the Brooks School website or contact campus liaison, Zoë Nelson, at [zmn2@cornell.edu](mailto:zmn2@cornell.edu).

## Brooks School Cornell in Washington DC Connect

The Cornell in Washington DC Connect program allows students to complete Cornell coursework offered in D.C. while also conducting a full-time Washington-based internship. Brooks School undergraduates and MPA students are eligible to participate in the Cornell in Washington DC Connect Program, as are students from other colleges.

For more information, please contact [cwash@cornell.edu](mailto:cwash@cornell.edu) or visit the Cornell in Washington DC Connect Program office at 2201 Martha Van Rensselaer (MVR) Hall.

## Brooks School Cornell in Washington DC Start

The Cornell in Washington DC Start Program is a unique opportunity for first semester Brooks School Bachelor of Science students who want to pursue careers in national and international public affairs to jumpstart their policy studies in the Nation's Capital. During their first semester as Cornell undergraduates, DC Start Scholars will take a signature immersive learning course in applied public policy that offers close-up exposure to policymaking and political process in the Nation's Capital alongside first semester coursework required for the Brooks School's Public Policy and Health Care Policy majors. This curriculum will allow DC Start Scholars to seamlessly advance in their majors back in Ithaca, NY during their spring semester at Cornell. DC Start Scholars will also have the opportunity to take elective courses on policy-related topics and engage with Cornell alumni and other policy leaders working in D.C. public policy-related fields.

Students apply to DC Start as part of their Brooks School undergraduate program application to Cornell.

Participants must live in the Brooks School student residence building in Washington D.C.

## Study Abroad

### Semester Long Opportunities:

Brooks School students are eligible to participate in any Cornell approved study abroad programs that are open to all Cornell students. Students should work with an advisor in the Office of Admissions, Student Services and Career Management to plan how study abroad coursework may fit into their degree planning.

### Short-Term Study Abroad Opportunities:

The following Brooks School courses offer short term study abroad opportunities either during the regular academic year, winter term, or summer session. Each course is taught in English by Cornell faculty. To see if these courses are offered in the current academic year please refer to the class roster. Brooks School students may also participate in other short-term study abroad opportunities offered via other academic units at Cornell.

- PUBPOL 2031 Population and Public Policy Copenhagen Field Study (Part of a 2 course multi-term sequence: PUBPOL 2030 & PUBPOL 2031)
- PUBPOL 3480 Sustainability Education Policy in the U.S. and Ecuador
- PUBPOL 3620 Population Controversies in Europe
- PUBPOL 3791 Community Impact Analysis in Development Policy II (Community Impact Analysis in Development Policy II) (Part of a 3 course multi-term sequence: PUBPOL 3790, PUBPOL 3791 & PUBPOL 3792)
- PUBPOL 5033 Danish Health Care System
- PUBPOL 5455 Comparative Public Administration

- PUBPOL 5480 Sustainability Education Policy in the U.S. and Ecuador
- PUBPOL 5757 Infrastructure Project Management and Finance Practicum

## Special Degree Options

### Five-Year BS/MHA

The five-year accelerated program is designed for a select number of Cornell Undergraduate students offering an expedited pathway to earn a Bachelor of Science (BS) degree and a Master of Health Administration (MHA) degree.

#### Eligible majors:

- Biology and Society (BSOC) in the College of Agriculture and Life Sciences
- Global and Public Health Sciences (GPHS) in the College of Human Ecology
- Health Care Policy (HCP) in the Brooks School
- Human Biology, Health and Society (HBHS) in the College of Human Ecology
- Human Development (HD) in the College of Human Ecology
- Nutritional Sciences (NS) in the College of Human Ecology
- Public Policy (PUBPOL) in the Brooks School
- Policy Analysis and Management (PAM) in the Brooks School

- **Application Timing:** Qualified students can apply to the Sloan Program during their junior year of undergraduate studies. This early application allows them to begin preparing for the accelerated pathway. See the Sloan program page for more information about the application requirements.

**Credit Overlap:** To accelerate the degree timeline, students in the BS/MHA are able to apply graduate level coursework towards their undergraduate degree requirements, typically electives. Students in the HD, HBHS, PAM, and PUBPOL programs are eligible to overlap up to 30 credits between their BS and MHA degrees. Students in the HCP, GPHS, NS, and BSOC programs are eligible to overlap up to 12 credits between their BS and MHA degrees. Please contact an advisor to discuss course plans and the bursar and financial aid offices to discuss implications for tuition and financial aid.

### 3 + 3 BS/JD

This pathway allows Cornell undergraduate students to spend their final semester of undergraduate study at Cornell Law School before graduating in December. This accelerated program allows participants to receive both a bachelor's and a Juris Doctor (JD) degree in six years.

For more information and inquiries, please see the Law School's catalog page or contact JD Admissions at [jdadmissions@cornell.edu](mailto:jdadmissions@cornell.edu) or (607) 255-5141.

## Complementary MPA Degree Pathways

### MPA – JD Pathway

Cornell Law School and the Cornell Jeb E. Brooks School of Public Policy offer a four-year pathway that leads to a J.D. degree and a Master of Public Administration (<https://publicpolicy.cornell.edu/masters/mpa/residential/apply/>) degree. See the MPA program page for more information.

### MPA – MBA Pathway

As of May 2025, admissions to the MPA-MBA pathway is on pause. Students who received acceptance into both pathways prior to May

2025 remain eligible to participate. See the MPA program page for more information.

## Degree Programs

The Brooks School of Public Policy offers a variety of undergraduate, professional, and doctoral degrees.

### Undergraduate Majors

- Health Care Policy (BS) (<https://catalog.cornell.edu/programs/health-care-policy-major-bs/>)
- Public Policy (BS) (<https://catalog.cornell.edu/programs/public-policy-bs/>)
- Public Policy (BA) (<https://catalog.cornell.edu/programs/public-policy-ba/>) - in partnership with the College of Arts and Sciences
- Policy Analysis and Management (BS) (<https://catalog.cornell.edu/programs/policy-analysis-management-bs/>) - (applicable only to students who matriculated before March 1, 2023)

### Undergraduate Minors

- Demography Minor (<https://catalog.cornell.edu/programs/demography-minor/>) - (graduate and undergraduate options)
- Health Policy Minor (<https://catalog.cornell.edu/programs/health-policy-minor/>) - (open to undergraduate students outside of Brooks)
- Policy Analysis and Management Minor (<https://catalog.cornell.edu/programs/policy-analysis-management-minor/>) - (open to undergraduate students outside of Brooks)

### Graduate and Professional Degrees

- Data Science for Public Policy (MS) (<https://catalog.cornell.edu/programs/data-science-public-policy/>)
- Environmental & Sustainability Policy (MS) (<https://catalog.cornell.edu/programs/environmental-sustainability-policy/>)
- Public Administration (MPA) (<https://catalog.cornell.edu/programs/public-administration-mpa/>)
- Executive Master of Public Administration (EMPA) (<https://catalog.cornell.edu/programs/empa/>)
- Health Administration (MHA) (<https://catalog.cornell.edu/programs/health-administration-mha/>)
- Executive Master of Health Administration (MHA) (<https://catalog.cornell.edu/programs/emha/>)
- Public Policy (PhD) (<https://catalog.cornell.edu/programs/public-policy-phd/>) - (administered by the Graduate School)

## Policies and Procedures

The following outlines Brooks School policies and procedures.

### Course Enrollment

#### Add/Drop Deadlines

Most Brooks School courses follow the university add and drop deadlines and procedures for courses that follow the standard session length (7 weeks or full semester).

Engaged learning and abroad courses may have an application process that may set an earlier deadline on the application.

Brooks School courses that do not follow a standard session length may have an earlier add/drop deadline listed in the notes of the class roster.

### Professional Masters Course Loads

Executive Masters students in the Brooks School must carry a minimum of 6 graduate level credits per semester.

Residential Masters students in the Brooks School must carry a minimum of 12 graduate level credits per semester.

While most programs require no more than 16 credits per semester to graduate on time, Masters students enrolled in the Brooks School may take up to 20 credits per semester. Masters students in good academic standing with a unique educational need may petition to take 22 credits for a specific semester.

Petitions will only be accepted during the add period for the requested term, and will not be accepted during pre-enroll.

### Course Level Requirements for Master's Students

Professional Masters students are expected to take graduate level coursework at the 5000 level or above. Only graduate level coursework will apply towards the Professional Masters degree. Professional Masters students who wish to take an undergraduate course for leisure must receive permission from their program director before enrolling.

### Late Course Enrollment

Students who miss the pre-enrollment period must wait until the add/drop period of the next semester to enroll in courses. Extensions are seldom given and typically only for extenuating circumstances.

If a student misses the deadline, they should contact the Brooks School Registrar promptly to discuss the possibility of petitioning the deadline.

Students must review their course schedule in Student Center for accuracy regarding course numbers, credit hours, grade options, and other details. Any errors should be corrected immediately.

### Administrative Drop From Classes

Students are responsible for ensuring they meet the necessary prerequisites for a course before enrolling. If a student believes they have relevant experience or have completed alternate coursework that adequately prepares them for a course, they should seek permission from the instructor before enrolling without meeting the prerequisite. It's important to note that students who do not meet the posted prerequisites outlined in the course description may be removed from the class roster.

Additionally, for courses with limited enrollment, students must attend the first two class sessions. Failure to do so may result in being dropped from the course list. However, students can avoid being dropped by informing the instructor in advance if they are unable to attend due to unavoidable circumstances.

### Independent Study/Special Studies/Project Session Courses

Special Studies and Project Session courses provide opportunities for students to do independent work not available in regular courses.

Semester credits for special studies courses are determined by the number of contact hours the student has with the supervising faculty member (or a person designated by the faculty member). To earn 1 credit, a student must have equivalent of three to four hours of contact time per week for 15 weeks (a minimum total of 45 contact hours). For additional credit, multiply the number of credits to be reached by 45 to determine the minimum number of contact hours needed for the course.

For independent study/project session/special studies outside of the Brooks School, please refer to the policies and procedures listed for the respective unit.

### Graduate/Professional Independent Study Courses

Students must seek instructor approval to enroll in the Brooks graduate level independent study courses. Enrollment is through permission number or manual add form. Students and supervising faculty are responsible to discuss requirements of the independent study before enrollment. Please see program level pages for limits on how many independent study courses may meet degree requirements.

The graduate/professional independent study courses offered through the Brooks School are:

Code	Title	Hours
PUBPOL 5000	Special Studies	0.5-5
PUBPOL 5920	Public Affairs Externships	1-8
PUBPOL 6000	Special Problems for Graduate Students	1-15
PUBPOL 8990	Master's Thesis and Research	1-15
PUBPOL 9990	Doctoral Thesis and Research	1-15

### Brooks Undergraduate Special Studies Courses

The undergraduate other special studies courses offered through the Brooks School are:

Code	Title	Hours
PUBPOL 4000	Directed Readings	1-15
PUBPOL 4010	Empirical Research	1-15
PUBPOL 4020	Supervised Fieldwork	1-15
PUBPOL 4030	Teaching Apprenticeship	1-15

Juniors and seniors normally take those courses, and a faculty member in the department in which the course is offered supervises work on an individual basis. It is important for students to use the appropriate course number (4000, 4010, or 4020, 4030) for a special project.

To register for an undergraduate special studies course in the Brooks School, a student completes an online special studies or teaching apprenticeship application for the course, available at [experience.cornell.edu](https://experience.cornell.edu) (<https://experience.cornell.edu>). The student discusses the proposed course with the faculty member under whose supervision the study would be done and then prepares a plan of work. If the faculty member agrees to supervise the study, the student completes the application. The deadline to enroll in Special Studies is the end of the 5th week of the semester.

Strict limitations exist on the number of special studies credits that can apply toward graduation and how these credits may be applied toward Major requirements. Refer to Brooks School Credit Requirements for details.

### Changes in Status and Petitions

The petition process allows students to request exceptions to existing regulation and academic policies. Petitions are evaluated based on the student's unique situation and the intent of Brooks School and university regulations. Generally, extenuating circumstances, such as a medical emergency, are necessary for a petition to waive a deadline to be approved.

Students can avoid the need to petition by adhering to the deadlines and academic policies relevant to their academic program. If unsure about

a deadline, students can consult with an advisor at the Brooks Office of Admissions, Student Services, and Career Management at [BrooksStudentservices@cornell.edu](mailto:BrooksStudentservices@cornell.edu) or the Brooks School registrar's office at [BrooksRegistrar@cornell.edu](mailto:BrooksRegistrar@cornell.edu).

A general petition may be required for various purposes, such as carrying fewer than 12 credits, withdrawing from a class with a grade of "W" after the drop deadline, adding a course after the Add Deadline, changing a grade option after the deadline, exemption from graduation requirements, substituting a required course in their major, enrolling with a time conflict, or staying an additional semester to fulfill graduation requirements.

While many requests can be petitioned within the Brooks School, other requests may require other options. Students can discuss their situation with an academic advisor or the Brooks School registrar to determine if a petition is appropriate.

If a student decides to submit a general petition, they can find the form on the Brooks School website. After completing the form, the student must meet with an advisor at the Brooks Office of Admissions, Student Services and Career Management. The decision regarding the petition will be communicated to the student via their Cornell email address, indicating approval or denial.

Students have the option to appeal the registrar's decision to the Assistant Dean of Enrollment and Student Services. An advising staff member can assist students throughout this appeal process.

### Time Conflict Petition

Time conflicts are only approved under rare and extenuating circumstances (e.g. otherwise the student would not be able to graduate on time without the conflict). Final decision regarding the conflict petition is made by the Brooks School Registrar. The petition can be found on the Brooks School website.

To be eligible to enroll with a time conflict, the following criteria must be met:

- The student must be in good academic standing with the Brooks School
- The student must have a minimum 3.3 GPA
- Time conflict cannot be greater than 25% of either class
- Support from both instructors with a documented plan of how missed class time will be made up.

### Leave of Absence

A student may request a leave of absence at any time after they have commenced attendance at the university as part of a Cornell degree program. A leave may be extended for a second semester by making a written request to the Brooks School of Public Policy Registrar by emailing [BrooksRegistrar@cornell.edu](mailto:BrooksRegistrar@cornell.edu).

It is important to note that In-absentia study status and leave of absence status are not the same; however, students may petition to earn credits with either status. Students on leave must notify the Brooks School registrar, in writing, of their intention to return to campus by the university deadlines in order to be eligible to participate in the initial pre-enrollment period. Those whose leave period has expired will be withdrawn from the school after the third week of the semester they were due back.

Students considering a leave of absence should discuss their plans with an advisor in the Brooks School Office of Admissions, Student Services and Career Management. The form to initiate a leave of absence is available on the University Registrar's website. Leaves initiated after



instruction begins will be charged a percentage of the semester's tuition. Any in-progress courses will be dropped. If the leave is initiated after the university drop deadline, students will receive a grade of "W" in the courses. The University Registrar will determine the effective date of the leave.

The academic records of all students who are granted a leave of absence are subject to review, and the Committee on Academic Status may request grades and other information from faculty members to determine whether the student should return under warning, severe warning or in good academic standing.

Under certain documented medical circumstances a student may be granted a health leave of absence. Health leaves are initiated by the student with Cornell Health. If the health leaves coordinator recommends a health leave for the student, the Brooks School registrar may grant the leave. A health leave is for an indeterminate period not to exceed five years. Students who are granted a health leave of absence have the option to maintain contact with an advisor in the Brooks Office of Admissions, Student Services and Career Management. The advisor will guide the student on procedures to obtain a recommendation from Cornell Health to the Brooks School registrar for the student's return. Students should plan sufficiently in advance to ensure time for Cornell Health and the school registrar to consider their request. The request should be initiated in accordance with the posted university deadlines.

### Withdrawal

A withdrawal is a termination of student status at the university. Students may withdraw voluntarily at any time by submitting a withdrawal request on the University Registrar's website (<https://registrar.cornell.edu>). A student considering such an action is urged to first discuss plans with an advisor in the Brooks School Office of Admissions, Student Services, and Career Management. The University Registrar will determine the effective date of the withdrawal.

In some instances, a student may be given a withdrawal by the Brooks School Registrar. Students who leave the Brooks School without an approved leave of absence, or do not return after the leave has expired, will be given a withdrawal after the seventh week of the semester in which they fail to register.

A student who has withdrawn from the Brooks School or who has been given a withdrawal by the Brooks School Registrar and who wishes to return at a later date must reapply through the Office of Admission for consideration along with all other applicants for admission. If the student was in academic difficulty at the time of the withdrawal, the request for readmission will be referred to the Committee on Academic Status for consideration, and that committee may stipulate criteria under which the student may be readmitted to the school.

### Grades and Examinations

For more information about grading policies please see the university grading guidelines page. Information about grade requirements including which requirements may be taken S/U are noted on the Brooks School Undergraduate Requirements page, and the respective professional Masters Program pages.

### Repeating Courses

Students may enroll a second time for a course they have already passed or in which they received an F. If a student has previously passed a course and is taking the course a second time, the second enrollment will not count toward the degree/credit requirements, however, the grade received will be included in the cumulative GPA.

If a student enrolls in a course in which an F was previously received, the credits from the second enrollment will count toward the graduation requirements and the grade will be included in the cumulative GPA. The F will also remain on the record and will be included in the GPA.

### Grades of Incomplete

To receive a grade of incomplete (INC) the students must meet university INC policies.

A grade of incomplete may remain on a Brooks School student's official transcript for a maximum of two semesters and one summer after the grade is given, or until the awarding of a degree, whichever is the shorter time. The instructor has the option of setting a shorter time limit for completing the coursework.

If the work is completed within the designated time, the grade of incomplete will be changed to a regular grade on the student's official transcript. If the work is not completed within the designated time, the grade of incomplete will be converted automatically by the school registrar to the grade the instructor indicated on the INC form. The Brooks School does not allow INC grades to remain indefinitely.

When a student wants to receive a grade of incomplete, the student must arrange a meeting with the instructor (before classes end and the study period begins) to work out the agreement.

A student who completes the work in the required time and expects to receive a grade replacement for the INC must take responsibility for checking with the Brooks School Registrar's Office (roughly two weeks after the work has been handed in) to make sure that the grade has been received. Any questions should be discussed with the course instructor.

The form for Reporting a Failing Grade of F or U should be completed by the instructor by the final grade submission deadline. This form is used by the Committee on Academic Status when reviewing students at the end of a semester to determine if action should be taken regarding the student's progress to a degree.

### Grade Disputes

Students who find themselves in disagreement with an instructor over grades have several options:

- Meet with the instructor and try to resolve the dispute.
- Meet with the Chair of the Department or the Program Director for the subject area in which the course was taught.
- Meet with the Associate Dean for Undergraduate Studies or Academic Affairs of the college/school in which the course was taught.
- Contact the Office of the University Ombudsman by emailing [ombuds@cornell.edu](mailto:ombuds@cornell.edu) or by phone at 607-255-4321.
- Seek advice from a faculty mentor, the Brooks School Registrar, or an advisor in the Brooks School Office of Admissions, Student Services, and Career Management.

### Examinations

Both the preliminary and final examination schedules are available on the University Registrar's website. Final exam information is located in the Final Examinations section of this catalog.

### Return of Exams, Papers, Etc.

Although no federal or state legislation pertains to how graded work is to be returned to students, the returning of such materials should be handled in such a manner as will preserve the student's privacy. Students have a right to examine their corrected exams, papers, and

the like, to be able to question their grading. They do not, however, have an absolute right to the return thereof. Exams, papers, etc., as well as grading records, should be retained according to the timeframe outlined in Cornell policy 4.7 Retention of University Records.

### Due Date for Submitting Final Grades

Prompt submission of final grades is essential. Each college and school sets its due dates for final grades independently each semester in consultation with the university registrar.

### Preliminary Examinations

Preliminary exam information is located in the Evening Preliminary Examinations section of this catalog.

## Academic Standing

### Criteria for Good Standing

The Cornell Jeb E. Brooks School of Public Policy has established a set of minimum academic standards that all students must meet or exceed each semester. Please see your program's page for more information about academic standing requirements.

### Academic Integrity

Academic integrity is a fundamental concern for students and professors in the academic community. For comprehensive information regarding the Code of Academic Integrity and Guidelines for Students, please refer to the Academic Integrity section of this catalog.

The Brooks School's Academic Integrity Hearing Board plays a vital role in upholding academic integrity. Comprised of a chairperson, three faculty members, and three students, the board hears appeals from students who have violated the code. Additionally, it addresses cases brought directly by faculty members. The Academic Integrity Hearing Board may be contacted by email at [brooks-aihb@cornell.edu](mailto:brooks-aihb@cornell.edu).

## Academic Honors and Awards

The Brooks School encourages high academic achievement and recognizes outstanding students in several ways.

### Pi Alpha Alpha

Pi Alpha Alpha is a global honor society for students in the field of public affairs and public policy. Undergraduate students in their final semester, who are in the top 10% of their graduating class, and who received a GPA of at least 3.225 in all coursework, and at least a 3.7625 GPA in Brooks School coursework are eligible to join this honor society. Masters students in their final semester, with at least a 3.7 GPA are eligible to join. Eligible students in their final semester will be invited to join the honor society by a representative in their academic program.

## Brooks School Undergraduate Honors Programs

Health Care Policy and Public Policy majors have the opportunity to participate in the Brooks School Honors Programs, which recognize students who have shown excellence in their academic endeavors and a strong ability to conduct independent research and/or engagement. Upon successful completion of the honors program, students will be awarded a Bachelor of Science (BS) or Bachelor of Arts (BA) degree with honors in the major.

For more information, please visit the Brooks School website (<https://publicpolicy.cornell.edu/current-students/undergraduates/experiential-learning/honors/>) or contact [BrooksUGProgram@cornell.edu](mailto:BrooksUGProgram@cornell.edu).

### Program Eligibility:

Students must follow the program eligibility requirements noted the most recent catalog year at the time they apply to the honors program.

- Students must maintain a 3.7 GPA to be admitted into and complete the Honors Program. Students whose GPA drops below 3.7 will be dropped from the Honors Program.
- To start the program, students may not have any outstanding incomplete (INC) grades on their record and must be in good academic standing.
- Honors Program, research related: PUBPOL 3120 (Research Design and Methods of Social Research) must be completed before starting the Honors Program with a focus in research. Alternate research methods coursework may be requested via petition from the Director of Undergraduate Studies.
- Honors Program, engagement related: Must complete a PUBPOL course with an Engaged Learning tag in order to be eligible for consideration.

### Program Requirements:

- Honors Program, research related:
  - Complete a minimum of 6 credits of PUBPOL 4990 Honors Program, under the supervision of a Brooks School faculty mentor, with a grade of B or higher.
  - Complete PUBPOL 4980 Honors Seminar.
  - Complete a basic and advanced statistical and qualitative software training series as approved by the faculty mentor.
  - Attend two professional research seminars during senior year.
  - Present a poster of research during the final semester in the honors program.
  - Submit a written thesis which will be reviewed and graded by a committee of faculty.
- Honors Program, engagement related:
  - Students must take at least 6 credits of PUBPOL engaged learning coursework.
  - Submit a written summary and reflection of their engagement, both in- and outside of curricular experiences.
  - Final determination of Honors Program awards related to engagement will be determined by a committee of Brooks School faculty.

### Bachelor of Science with Honors (only eligible if degree conferral August 2026 or before):

A Bachelor of Science with honors in research recognizes outstanding scholastic achievement in an academic field. To graduate with honors a student must take approved courses in research methodology and evaluation, attend honors seminars, complete a written thesis, and successfully defend it in front of a committee. Students who complete the Bachelor of Science with honors meet all requirements noted above under the research related honors program above.

### Bachelor of Science with High Distinction or Distinction

A Bachelor of Science with high distinction or distinction recognizes outstanding scholastic achievement. High distinction is awarded to graduates who earn a cumulative GPA of 4.000 or higher and distinction is awarded to graduates who earn a cumulative GPA of 3.750 to 3.999. The August 2026 conferral date is the last time that the Brooks School will offer a Bachelor of Science with high distinction or distinction. Starting with December 2026 graduates, the Brooks School will follow Cornell's new Latin Honors System.

## Transfer Credit

The Brooks School follows the university transfer credit policy ([https://registrar.cornell.edu/credit\\_evaluation/](https://registrar.cornell.edu/credit_evaluation/)) for undergraduate students. For questions about how transfer credit will meet specific Brooks School requirements please contact [brookscrediteval@cornell.edu](mailto:brookscrediteval@cornell.edu).

Transfer credit is only accepted at the master's level under rare and extenuating circumstances. All master's level transfer credit must be approved via petition by the program's director. Master's level transfer credit must be completed at an accredited institution. An official transcript must be submitted to [brookscrediteval@cornell.edu](mailto:brookscrediteval@cornell.edu).

## Special Visiting Student Status

Students eligible for special status are those visiting from other institutions and interested in particular programs in the school, those with a bachelor's degree who are preparing for graduate study or jobs and careers in public policy-related fields, or those who have interrupted their education and are considering completing degree programs. Students accepted in the non-degree status of special student may enroll for a maximum of two semesters. During the second semester of attendance, a special student must either apply for admission as a transfer student or plan to terminate studies in the school at the end of the semester. Special students are expected to take a minimum of 12 credits each semester and to take at least 50% of their courses in the Brooks School of Public Policy (PUBPOL courses). Courses taken while a person is classified as a special student may be counted toward the requirements of the bachelor's degree. Those interested in becoming special students should make appointments to discuss admissions procedures in the Office of Admissions, Student Services and Career Management by emailing [Brooks-StudentServices@cornell.edu](mailto:Brooks-StudentServices@cornell.edu).

## Faculty

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