

PEPPERDINE

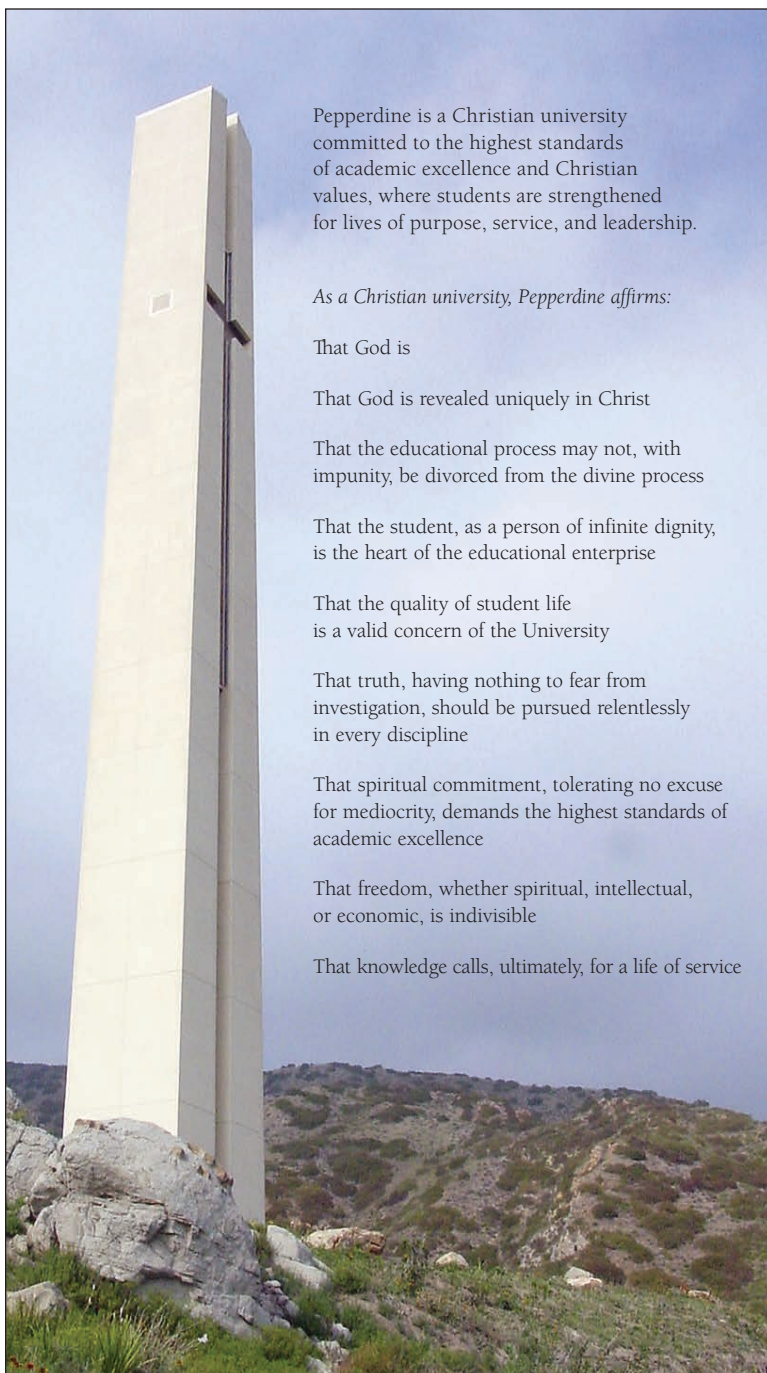
School of Public Policy

2020–2021
Academic Catalog



Requests for further information should be addressed to

Office of Program Services and Admissions
School of Public Policy
Pepperdine University
24255 Pacific Coast Highway
Malibu, CA 90263-7493
Telephone: (310) 506-7493
publicpolicy.pepperdine.edu



Pepperdine is a Christian university committed to the highest standards of academic excellence and Christian values, where students are strengthened for lives of purpose, service, and leadership.

As a Christian university, Pepperdine affirms:

That God is

That God is revealed uniquely in Christ

That the educational process may not, with impunity, be divorced from the divine process

That the student, as a person of infinite dignity, is the heart of the educational enterprise

That the quality of student life is a valid concern of the University

That truth, having nothing to fear from investigation, should be pursued relentlessly in every discipline

That spiritual commitment, tolerating no excuse for mediocrity, demands the highest standards of academic excellence

That freedom, whether spiritual, intellectual, or economic, is indivisible

That knowledge calls, ultimately, for a life of service

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School of Public Policy Academic Calendar*

The Pepperdine University School of Public Policy academic year is divided into two semesters, which run 15 weeks each. All units are semester units. Classes meet on all holidays not noted below. The School of Public Policy reserves the right to amend the calendar as needed.

Fall 2020 (August 17–November 25, 2020)

August 11–13	Orientation for all beginning students
August 17	Fall semester classes begin; last day to register for fall semester without late registration penalty; add/drop and withdrawal periods begin (see applicable fees and refund schedule)
August 28	Late registration and add/drop periods end
September 7	Labor Day holiday
October 1	Last day to complete admission file for students with an Unclassified Status
October 9	Last day to withdraw with grade of “W”
November 23–25	Final examination period for fall courses
November 26–27	Thanksgiving holidays
November 28–January 1	Winter break
December 24–January 1	University offices closed

Spring 2021 (January 4–April 15, 2021)

January 4	Spring semester classes begin; last day to register for spring semester without late registration penalty; add/drop and withdrawal periods begin (see applicable fees and refund schedule)
January 15	Late registration and add/drop periods end
January 18	Martin Luther King, Jr. Day holiday
February 12	Intent to Graduate form deadline
February 26	Last day to withdraw with grade of “W”
April 12–15	Final examination period for spring courses
April 16	Graduation

Summer 2021 (April 26–August 26, 2021)

April 26–August 6	Policy Internships
May 31	Memorial Day holiday
July 5	Independence Day holiday observed
August 7–22	Summer break

**The attached calendar is tentative and may be modified by the School of Public Policy at any time due to concerns related to COVID-19 and other issues.*

President's Message



Pepperdine is a premier, global, Christian university. Our mission is to strengthen students for lives of purpose, service, and leadership. Our world is in need of brave, young leaders who know the difference between truth and its counterfeit and possess the character to stand for the truth at all cost. However, these kinds of leaders are not born—they are built—and I believe that Pepperdine is uniquely positioned to deliver on the promise of building and sending these leaders into the world. That promise is for you.

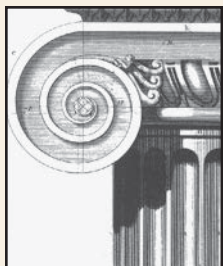
Over the course of history, nearly every college or university that began as a faith-based institution felt it had to choose between excellence in academics and excellence in faith. But at Pepperdine, we believe they are intertwined and that they can—and they must—ascend together. Intellectual excellence starts with the academic culture created by our nationally esteemed faculty through their scholarship and teaching. We refuse to compromise on the rigor, scholarship, and mentoring that it takes to shape brilliant leaders.

Equally important, Jesus modeled an “open arms” and “open table” approach to life and faith. At Pepperdine, we are unapologetically Christian, which means . . . we invite and welcome the world into our community. We invite everyone here because God designed life that way. He designed us to do life together. He designed us to need each other—to belong to each other. He designed us with different gifts and different views, and he strengthens us and teaches us through the vehicle of different perspectives.

Welcome to Pepperdine. I hope and pray that you are challenged and equipped here to be the best leader you could possibly be.

Jim Gash
President





PEPPERDINE
UNIVERSITY
GENERAL
INFORMATION

History of the University

Pepperdine University is an independent, medium-sized university enrolling approximately 8,800 students in five colleges and schools. Seaver College, the Rick J. Caruso School of Law, the Graduate School of Education and Psychology, the Graziadio Business School, and the School of Public Policy are located on the University's 830-acre campus overlooking the Pacific Ocean in Malibu. Courses are taught in Malibu; at five graduate campuses throughout California; at the campus in Washington, DC; and at international campuses in Germany, England, Italy, Argentina, Switzerland, and China.

The University was founded in 1937 by Mr. George Pepperdine, a Christian businessman who started the Western Auto Supply Company. For the first 30 years of its life, the institution was a small, mostly undergraduate college. University status was achieved in 1970 as the institution added graduate and professional schools. In 1972 the University opened its new campus at Malibu.

Pepperdine University is religiously affiliated with Churches of Christ, of which Mr. Pepperdine was a lifelong member. Faculty, administrators, and members of the Board of Regents represent many religious backgrounds, and students of all races and faiths are welcomed. It is the purpose of Pepperdine University to pursue the very highest academic standards within a context that celebrates and extends the spiritual and ethical ideals of the Christian faith.

Colleges and Schools of the University

The School of Public Policy enrolls approximately 70 students and offers its master of public policy (MPP) degree built on a distinctive philosophy of nurturing leaders to use the tools of analysis and policy design to effect successful implementation and real change. This requires critical insights balanced with personal moral certainties that only a broad exposure to great ideas, courageous thinkers, and extraordinary leaders can encourage. It prepares graduates for careers as leaders and seeks also to strengthen the institutions that lie between the federal government and the individual, including the family, religious organizations, volunteer associations, local and regional government, and nonprofit organizations. Joint degree programs include the MPP/JD degree and the MPP/MDR degree in conjunction with the Rick J. Caruso School of Law and the MPP/MBA degree in conjunction with the Graziadio Business School. The Davenport Institute for Public Engagement and Civic Leadership educates, researches, and promotes to current and future public leaders the engagement of the greater public in making crucial local policy decisions. Along with current students, the institute works outside the classroom, training current municipal and civic leaders through regional seminars in skills development on issues ranging from participatory budgeting to planning.

Seaver College is the University's residential college of letters, arts, and sciences, enrolling approximately 3,500 undergraduate and graduate students who are expected to maintain the highest standards of academic excellence and personal conduct. An interdisciplinary curriculum requires each student to develop as a broadly educated person. Seaver College offers 44 bachelor's degrees, five master's degrees, and one post-baccalaureate certificate program in diverse fields of study.

The Rick J. Caruso School of Law provides an excellent legal education within a values-centered context. It has an enrollment of approximately 950 students. Special programs include the acclaimed Straus Institute for Dispute Resolution; the Parris Institute for Professional Excellence; the Palmer Center for Entrepreneurship and the Law; the Sudreau Global Justice Institute; the Nootbaar Institute on Law, Religion, and Ethics; and numerous clinical education offerings. The unique Preceptor Program contributes to the law school's distinctive approach to legal education. Approved by the American Bar Association and holding membership in the Association of American Law Schools and the Order of the Coif, the Rick J. Caruso School of Law attracts students from around the nation.

The Graziadio Business School is accredited by the Association to Advance Collegiate Schools of Business (AACSB International) and enrolls approximately 1,800 students in its full- and part-time programs. Founded in 1969, the school is named for its benefactor, the late cofounder, chair, and chief executive officer of Imperial Bancorp, George L. Graziadio. Degrees granted by the Graziadio Business School include the doctor of business administration; the master of business administration (MBA) for full-time students, working professionals, and high-level executives; the master of science (MS) across a variety of business disciplines; and the undergraduate bachelor of science in management (BSM). Special programs include joint degrees with Pepperdine University's Rick J. Caruso School of Law, School of Public Policy, and Seaver College as well as certificate executive education programs that can be customized to meet an organization's specific learning needs. Degree programs are offered at the Graziadio Business School's headquarters located at the West Los Angeles Graduate Campus; the Drescher Graduate Campus in Malibu; and additional graduate campuses located throughout Southern California including Calabasas, Encino, and Irvine.

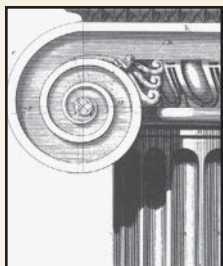
The Graduate School of Education and Psychology enrolls approximately 2,500 students. With its main headquarters located at the West Los Angeles Graduate Campus, the school also offers select programs at graduate campuses in Calabasas, Encino, Irvine, and Malibu, as well as online. The Graduate School of Education and Psychology offers master's and doctoral programs in education and psychology, which are founded on the scholar-practitioner model. The education programs prepare teachers who are leaders in technological innovation and collaborative learning environments, as well as those who create vision and manage change in business, health,

and other social-service professions. Students in the psychology programs are educated in current and emerging human-service fields, including clinical and behavioral psychology and marriage and family therapy. The focus is placed on the scholar-practitioner model of learning, with emphasis on discovery, scholarship, research, and clinical application. In conjunction with an excellent professional education, students are provided with personal attention in a Christian, values-centered context.



Heroes Garden is located at one of the highest points on the Malibu campus.





SCHOOL OF
PUBLIC POLICY
GENERAL
INFORMATION

◀ *The Santa Monica mountains serve as a beautiful backdrop to the Malibu campus.*

Dean's Message



Just a few months before the Pepperdine School of Public Policy opened in the fall of 1997, the late, great historian of California, and one of our founding faculty members, Kevin Starr, gave a lecture on the importance of this new program not only for what would be taught in the classroom, but for what it would stand for. “Because Pepperdine remains anchored in values,” Starr said, “it can communicate itself to the nation as seeking not just numbers and statistics, not just fancy formulations, but value in our public life; by which I mean both religious and philosophic value, the *philosophia perennis*, the perennial philosophy, and the

Judeo-Christian tradition which has shaped our civilization.” Starr concluded, “It is only rarely that academic discourse directly refers to these values; yet they remain implicit in what is being thought and said.”

Now in our 23rd year, the School of Public Policy is not celebrating years that have passed, but the argument upon which this unique program was founded—the contention that preparing the great leaders our world demands requires a rigorous encounter with both the Great Ideas along with the skills of quantitative analysis; to always remember that there is a public in public policy—one that must be considered and included in public leadership. All this, grounded in a Christian university that teaches, as America’s first president taught us, “Of all the dispositions and habits which lead to political prosperity, religion, and morality are indispensable supports . . . And let us with caution indulge the supposition that morality can be maintained without religion.”

As I look out over our third decade, then, while the challenges to our democratic republic seem daunting, I could not be more excited about how the School of Public Policy will continue to, in Starr’s words, “communicate itself”—both inside and outside the classroom. In their recent book about public leadership titled *The Solution Revolution*, authors William D. Eggers and Paul Macmillan call the leaders who can work across the sectors while holding to timeless principles “Wavemakers.” So, while Pepperdine University is the “Home of the Waves,” I’ve always thought that the School of Public Policy is the “Home of the Wavemakers.” Across government, nonprofit, and policy-related business sectors, we will continue to prepare leaders to solve our toughest policy and political challenges.

Pete Peterson

*Dean, Braun Family Dean’s Chair
School of Public Policy*

Accreditation

Pepperdine University is accredited by the WASC Senior College and University Commission, 985 Atlantic Avenue, #100, Alameda, CA 94501, (510) 748-9001 (wscuc.org).

Campus

The School of Public Policy is located on Pepperdine University's Drescher Graduate Campus overlooking the Pacific Ocean in Malibu, California. The magnificent 830-acre campus, most of which remains in a natural state, enjoys a commanding view of the winding seashore and the rugged beauty of the adjacent Santa Monica mountains.

Though Malibu enjoys clean air and dramatic mountain and ocean scenery, it lies in Los Angeles County, about an hour from Downtown Los Angeles and the Los Angeles International Airport. As a world center for trade, recreation, culture, industry, and education, Los Angeles offers students the advantages of a vast metropolitan area.

The Malibu campus facility includes libraries, bookstores, cafeterias, and offices for faculty as well as student services.

The University's Olympic-sized Raleigh Runnels Memorial Pool, Firestone Fieldhouse, Ralphs-Straus Tennis Center, and other recreational facilities are available for student use during specified times.

Chairs and Professorships

Braun Family Dean's Chair

The Braun Family Dean's Chair is an endowment provided through the generous support of the Carl F. Braun Residuary Trust. The Braun family have been longtime friends of Pepperdine. The Henry A. and Virginia B. Braun Center for Public Policy was dedicated in 2003 on the University's Drescher Graduate Campus.

Robert and Katheryn Dockson Endowed Professorship

Robert Dockson, a long-time business leader who served as a University Life Regent, and his wife, Katheryn, provided the school's first endowed professorship.

Edward L. Gaylord Endowed Chair in Public Policy

In 1994, Edward Gaylord and the Sarah Scaife Foundation provided gifts to Pepperdine to create the first endowed chair of the School of Public Policy.

Ronald Reagan Endowed Professorship

Flora Laney Thornton, who served both as a University Regent and Life Regent, provided an endowed professorship in honor of President Ronald Reagan.

William A. Simpson Chair in the School of Public Policy

The William A. Simpson Chair in the School of Public Policy will be established to provide permanent, annual funding of a faculty position in the School of Public Policy.

**Davenport Institute for Public Engagement
and Civic Leadership**

The Davenport Institute for Public Policy was founded in 1996 and in 2010 partnered with the nonprofit, multi-partisan organization Common Sense California to become the Davenport Institute for Public Engagement and Civic Leadership. The mission of the institute is to help build stronger communities in California by promoting public participation in local governance. The institute has trained thousands of local government staff, elected officials, and police officers in California and across the country and has provided technical support to more than 50 cities. More than 100 practitioners have also completed the institute's Professional Certificate in Advanced Public Engagement for Local Government. Hosted on the Malibu campus, this unique program offers a deep dive into the context, purpose, and best practices for engaging residents in the decisions that affect their lives and communities.

Through continued coursework, work-study opportunities, conferences, and a regular on-campus speaker series, the Davenport Institute provides current School of Public Policy students with the skills, experience, and relationships they will need to work toward common-sense answers to today's difficult policy problems. The institute has been instrumental in developing the School of Public Policy's student chapter of the International City/County Management Association, which was the second chapter to be founded in California, as well as in facilitating the annual City Manager in Residence program.

In 2000 the Institute was named in honor of David Davenport, the University's sixth president, and an endowment of \$3 million was established.

Faculty

The faculty of the School of Public Policy is drawn from leading academics and practitioners in the various fields of public policy. Faculty members are carefully chosen for their high academic qualifications, their real-world orientation, and their philosophical congruence with the values of the school. The school's view of teaching and scholarship integrates instruction with research; focuses on the student; and makes informed, practical applications at all levels of planning and decision making.

A distinctive feature of the school is the use of distinguished public policy scholars and practitioners to augment its own full-time faculty and the faculty of the University's four other schools. As is the practice at Pepperdine's other schools, many of the leading practitioners in the

country enjoy opportunities to teach and lecture at the school on short-term appointments. Their contributions add significantly to the richness of the student experience as well as to the anticipated outreach of the school to its wider community. For example, visiting faculty are composed of scholars from leading institutions, foundations, and think tanks. This significant use of visiting scholars and practitioners, more widely accepted in a teaching professional school than in a research university setting, contributes to the distinctiveness of the Pepperdine program.

The Leadership Challenge

It is the goal of Pepperdine's School of Public Policy to comprehend, address, and in some instances influence the world's crucial public policy questions with well-educated practitioners, analysts, and leaders. Through forums and conferences, the school engages professionals from other nations to share foreign policy ideas with Malibu-based students and faculty.

With its strategic location on the Pacific Rim, Pepperdine is positioned to stage timely and vital seminars on such subjects as foreign trade, economic development, and social and environmental issues for executives from agencies around the world.

Policy Platform (Guest Speaker Program)

Throughout Pepperdine's 83-year history, scores of noteworthy public- and private-sector officials have visited the University campus and addressed both social and academic gatherings. The School of Public Policy aims to unite students frequently with public policy advisors and governmental luminaries responsible for shaping policy within their respective spheres of influence, thus becoming a viable partner in the policy community.

Each year students interact with numerous visiting scholars and policy leaders. Students have had intimate conversations with such leaders as William Bennett, author; Jeb Bush, 43rd governor of the State of Florida; Kim Campbell, former Canadian prime minister; Alan Dershowitz, Professor of Law Emeritus, Harvard Law School; Victor Davis Hanson, Martin and Illie Anderson Senior Fellow, The Hoover Institution, Stanford University; Karen Elliott House, Pulitzer Prize-winning reporter and former publisher of the *Wall Street Journal*; Dennis Prager, author, lecturer, teacher, and theologian with a nationally syndicated radio talk show; Pierre-Richard Prosper, former US ambassador-at-large for war crimes issues; Andrew Puzder, former CEO of Carl's Jr. and Pepperdine School of Public Policy Senior Fellow; Natan Sharansky, former chairman of the executive, The Jewish Agency of Israel; the Honorable William E. Simon, Sr., former US secretary of the treasury; William E. Simon, Jr., former Republican gubernatorial candidate for California and cofounder, William E. Simon and Sons; Kirsti Westphalen, general consul of Finland; and other scholars from leading institutions, agencies, and think tanks.

Purpose and Philosophy

Pepperdine University's School of Public Policy takes a fresh, innovative, and student-centered approach to the increasingly important interdisciplinary field of public policy. Pepperdine's program is built on a distinctive philosophy that impacts the study and application of public policy in several important respects:

- Public policy is not limited to the study of government solutions, but is broadened to embrace a full range of community-based and free-market approaches to public policy challenges.
- Effective public policy solutions are rooted in the classic literature of history, philosophy, and economics and are guided by moral and ethical principles best captured in the lives of great leaders.
- The teaching of public policy goes beyond the theoretical survey of problems, highlighting policy applications that have proven to be effective.
- Many policy challenges are best resolved at regional and local levels. Southern California and Los Angeles provide an ideal laboratory in which to study such issues.

Whatever one's political views, those who shape public policy today are confronted by challenges of unprecedented magnitude. In no field is there greater need for the moral, ethical, and spiritual paradigm that the founding mission and enduring philosophy of Pepperdine University encourages. This strong focus on the student's character at the heart of the educational enterprise is especially fitted to nurture the next generation of policy leaders.

Student Life and Services

Academic and Professional Development Advising Services

Individuals who are considering applying to the School of Public Policy should contact the Office of Program Services and Admissions for general information. Enrolled students are provided academic and professional development advising through the Office of Program Services and Admissions and faculty. The goal of professional development advising is to equip students with the tools to manage their own career planning efforts.

Accommodations for Students with Disabilities

Pepperdine University is committed to complying with all mandates set forth in section 504 of the Rehabilitation Act and the Americans with Disabilities Act. Students with disabilities requesting accommodations should contact the Office of Student Accessibility (OSA) before their academic program begins. Upon verification of the student's disability, the OSA will work with each student on a case-by-case basis to determine appropriate accommodations while maintaining academic integrity of the courses.

Students should expect a two-week time frame in which the documentation and accommodation request will be reviewed. If the documentation is incomplete and/or does not meet the guidelines, students will be required to submit complete documentation before accommodations may be granted.

Students who are registered with the OSA will receive accommodation letters that they may provide to faculty verifying their accommodations. Registered students must request accommodations each term through the submission of a completed Service Request form. Students are expected to be in close communication with professors and the OSA regarding the implementation of accommodations.

Inquiries should be addressed to the Office of Student Accessibility at (310) 506-6500. Please visit the website at [**pepperdine.edu/student-accessibility**](http://pepperdine.edu/student-accessibility) for further information regarding documentation guidelines, office forms, and resources for students.

Alumni Association

Graduates of the School of Public Policy become members of the University Alumni Association and have the opportunity to take part in University and school alumni activities. Alumni of the School of Public Policy are eligible to receive the following: a lifetime Google email account with an @alumnimail.pepperdine.edu domain, access to the Pepperdine Alumni Network website, bookstore discounts, library privileges, insurance, and discount tickets for athletic and Lisa Smith Wengler Center for the Arts events. Information on these services is available at [**pepperdine.edu/alumni**](http://pepperdine.edu/alumni).

Athletic Events and Facilities

Individuals possessing valid Pepperdine identification cards will have free admission to all regular-season home athletic events. Pepperdine's National Collegiate Athletic Association (NCAA) Division I athletic programs boast a rich history with 9 NCAA Division I national team championships, 25 team or individual national championships, 324 All-Americans, 53 Olympians, and 211 conference titles. Students with valid Pepperdine identification cards are eligible to receive entry and exit giveaways, subject to availability.

Additionally, individuals possessing valid Pepperdine identification cards have access to use athletic facilities during specified times. Facilities include tennis courts, a basketball court, a swimming pool, and a running track.

Bookstore

Bookstores operated by Follett are maintained in the Center for Learning and Technology on the Drescher Graduate Campus and in the Tyler Campus Center. School of Public Policy students may purchase textbooks and materials at the Drescher Graduate Campus location. Textbooks also may be ordered online at [**bkstr.com/pepperdinedrescherstore/home**](http://bkstr.com/pepperdinedrescherstore/home). The Drescher Graduate Campus bookstore can be contacted at (310) 506-8569; its hours are Monday through Friday, 8 AM to 4 PM.

Campus Recreation

Campus Recreation is committed to providing high-quality recreational activities for individuals and groups to enhance personal fitness, wellness, and enjoyment. The department offers a comprehensive recreation program that promotes personal enrichment, learning, and development through cooperative and competitive play, instruction and group fitness classes, special events, cardiovascular and strength training, and outdoor education. Individuals possessing valid Pepperdine identification cards have access to the student Weight Center, which contains treadmills, elliptical machines, stationary bikes, and both machine-based and free-standing weight-lifting equipment.

To see facility hours, group exercise class offerings, and a calendar of events, visit community.pepperdine.edu/campusrecreation.

Community Counseling Clinics

Pepperdine University's Graduate School of Education and Psychology maintains three on-campus counseling centers at the West Los Angeles, Encino, and Irvine Graduate Campuses. Each clinic provides comprehensive and affordable psychological services to the general community and Pepperdine University students. Psychological services offered include individual, couples, and family psychotherapy; psychological assessment for clinic therapy clients; and assistance and support in examining vocational issues. Services are provided by Pepperdine doctoral and master's student therapists under the supervision of licensed psychologists and licensed mental health professionals. The clinic staff is committed to providing high-quality, individualized counseling within a supportive and accepting environment.

For more information about clinic services or to make an initial appointment, call any of the following locations:

Encino	(818) 501-1678
Irvine.....	(949) 223-2570
West Los Angeles	(310) 568-5752

Counseling Center

The Counseling Center promotes mental health in the Pepperdine community. Academic success, social relationships, physical health, and spiritual well-being are often affected by mental health issues. Students are encouraged to be mindful of this important component of self-care.

All currently enrolled Pepperdine students are eligible to seek free confidential counseling services at the Counseling Center. Services address day-to-day stressors, such as time management, relationships, and sleep difficulties. The professionals on staff also are prepared to respond to more serious mental health concerns, including eating disorders, substance abuse, anxiety, and depression.

The Counseling Center operates primarily on a brief therapy model. Although exceptions can be made, most issues are expected to be resolved in no more than seven sessions. If it is determined that a higher level of support or care is necessary, the center staff will assist students in finding a provider in the community, keeping in mind special needs, transportation, and insurance considerations.

Beyond counseling, the center staff also offers consultation for persons who want to assist someone else. If a student, parent, or faculty member would like to know how to support to a student with mental health concerns, the center staff will help to identify an appropriate response, including, if necessary, how to suggest the student seek professional services.

The Counseling Center's psychiatric staff provides mental health medication management. There is a minimal charge for psychiatric services.

Call (310) 506-4210 to make a counseling appointment or to speak with Counseling Center staff. The Counseling Center is located in the Student Assistance Center, across from the Rick J. Caruso School of Law. For after-hours emergency mental health support, call (310) 506-4210 to be connected to a counselor. For more information, visit the Counseling Center website at **community.pepperdine.edu/counselingcenter**. To learn more about counseling related to drug and alcohol issues, students should call the office or visit the website and click on the link "Alcohol & Drugs."

Resilience-Informed Skills Education Program

Resilience-Informed Skills Education (RISE) is a University-wide program to help students develop resilience by learning strategies and practices in a variety of areas, including physical, social, cognitive, spiritual, service, and life-skills. Pepperdine seeks to develop students who live lives of purpose, service, and leadership. They will be better able to do this if they are equipped to be resilient in the face of adversity, stress, and great challenges. RISE offers resilience coaching, classes, lectures, films, research, and other programs which will be advertised throughout the year. Students interested may contact La Shonda Coleman, associate dean of student affairs, at (310) 506-4436.

Dining Services

Food and beverages are provided for sale through Pepperdine Dining Services. Students, faculty, staff, and community members may dine in the Margaret M. Rockwell Student Dining Center (Drescher Cafe) on the Drescher Graduate Campus, in the Edward and Jill Di Lorento Dining Room (Rick J. Caruso School of Law Cafe) at the Rick J. Caruso School of Law, or in the Leon Sr. and Bessie M. Rockwell Dining Center (Waves Cafe) at Seaver College. There are also multiple dining locations within the Tyler Campus Center, including Nature's Edge, Jamba Juice, Starbucks, Oasis Pizzeria & Taqueria, and other small locations across campus, such as the HAWC Cafe and Cafe Fresca.

Pepperdine's dining program is designed around an a la carte pricing system using points. Points are accessed using the student's Pepperdine identification card, which acts as a debit card for food. Meal plans are charged against the student's account and can be purchased through the Housing and Residence Life Office. Meal plan options can be found at community.pepperdine.edu/housing.

Students are required to show their identification cards when purchasing food on campus. Students may purchase meals for friends and relatives but must be present to purchase the meals.

Students who are not on the meal plan also may take advantage of the convenience of dining services. Waves Cash may be added to any Pepperdine identification card in any amount by visiting webdeposit.pepperdine.edu. All dining locations also accept cash and all major credit cards.

Dining courtesy is expected at all times in every facility. Students disregarding such courtesy are subject to disciplinary action including, but not limited to, the loss of dining privileges. Additional information is available at pepperdine.sodexomyway.com.

Cafe Fresca

This grab-and-go cafe, located in the Center for Communication and Business, features Simply-to-Go items, salads, sushi, and beverages for a quick snack or meal before class.

Drescher Cafe

Situated in the Villa Graziadio Executive Center, the Drescher Cafe is a full-service cafe offering a unique menu. Students may enjoy an udon noodle bar, an Asian stir fry station, hot entrees, a pizza station, and a grill serving favorite American foods.

HAWC Cafe

The HAWC Cafe is located on the second floor of the Howard A. White Center and features gourmet coffee; made-to-order pastas; warm brownies; and "small plates" of delicious foods, such as sliders, hot wings, and flatbread pizzas.

Jamba Juice

Jamba Juice, located on the second floor of the Tyler Campus Center in the Sandbar student lounge, offers delicious and nutritious smoothies throughout the day.

Nature's Edge

Nature's Edge, located on the first floor of the Tyler Campus Center, offers convenient access to organic and healthy options to meet the dietary needs of the community. Students will find hot vegan and vegetarian meals and soups, gluten-free items, and organic snacks.

Oasis Pizzeria & Taqueria

Located near the Waves Cafe in the Tyler Campus Center, Oasis Pizzeria & Taqueria features customizable artisan pizzas and a taco bar. The forward-thinking new cafe creates an oasis from the daily hustle and bustle

of academic life to nurture the mind, body, and soul and to bring the Pepperdine community together.

Rick J. Caruso School of Law Cafe

The Rick J. Caruso School of Law Cafe is located on the first floor of the Pepperdine law school. The Rick J. Caruso School of Law Cafe offers hot entrees, made-to-order grill options, a salad bar, soups, pizza, made-to-order sandwiches, and Simply-to-Go salads.

Starbucks

Located on Seaver campus in Payson Library, Starbucks roasts high-quality whole-bean coffees and sells them along with fresh, richly brewed, Italian-style espresso beverages; a variety of pastries and confections; and coffee-related accessories and equipment. Starbucks also offers a line of premium Tazo teas.

Waves Cafe

The Waves Cafe is the University's main dining facility located on the first floor of the Tyler Campus Center. The Waves Cafe features four entree stations serving freshly prepared items including vegan and vegetarian entrees, a salad bar, made-to-order sandwiches, bakery items, a cereal bar, and a choice of gourmet soups and desserts.

Email

Every Pepperdine University student is provided with a Pepperdine email account upon enrollment, ending with "@pepperdine.edu." The University and School of Public Policy administration depend upon these email accounts to disseminate critical announcements and important news. Students will be held responsible for all information sent to this account by faculty and/or administration, and sending an email to this account will at all times serve as official notification regardless of whether the student reads a specific email or otherwise maintains the account. Not having read a specific email or not reporting technical problems with an account will not be considered a justifiable reason for nullifying this notice provision. Students are required to check their accounts regularly and to report any problems.

Health Insurance

The University requires that all students have a US-based health insurance plan. Each academic year all degree-seeking School of Public Policy students, both domestic and international, including those studying abroad, are required to either provide proof of a US-based health insurance plan through the online waiver system or enroll in the Student Health Insurance Plan (SHIP) to meet this requirement. It is highly recommended that all students purchase a health insurance plan that includes local care close to Malibu.

For more information, including waiver deadline dates and to view the SHIP brochure, visit community.pepperdine.edu/healthcenter/healthinsurance.

Housing

School of Public Policy students are assigned to the Drescher Graduate Campus Apartments. Students enrolled in a joint degree program with the Rick J. Caruso School of Law may apply for housing in the Drescher Graduate Campus Apartments. Students in a joint program may also apply to live in the George C. Page Residential Complex. In the Drescher Graduate Campus Apartments, each resident has their own bedroom in a four-bedroom apartment. Additional information is available at **community.pepperdine.edu/housing**.

Each apartment contains:

- Four single-occupancy bedrooms furnished with an extra-long twin bed, dresser, bookcase, file cabinet, desk, and chair.
- An apartment bathroom containing two sinks, one shower, and one toilet.
- A kitchen equipped with a gas stovetop and oven, refrigerator, and sink with disposal.
- A living room furnished with a couch, side chair, coffee table, end table, dining table with chairs, and entertainment center.

Residential amenities in on-campus housing include:

Convenient On-Campus Parking
Electricity/Gas/Water
High-Speed Internet
Live TV and On Demand (Philo)
Live-In Professional Staff to Assist 24/7
On-Site Washer/Dryer
Resident Advisor
Spiritual Life Advisor

Community amenities for on-campus housing include:

Community Rooms
Courtyards with Grill
Fireplaces (Indoor and Outdoor)
Fitness Centers
Guard Booth and 24/7 Patrol
Late-Night Dining Venues
Late-Night Shuttle and Escort Services
Libraries
Pool and Spa

Recreational Courts (Basketball, Tennis, Volleyball, Track)
Walking/Hiking Trails

Immunization Requirement

Graduate students need to update their immunization status. Although the following immunizations are not required for graduate school entry, they are strongly recommended by the American College Health Association and the Centers for Disease Control and Prevention: tetanus/diphtheria/pertussis (Tdap) (booster within 10 years); measles, mumps, and rubella (MMR); hepatitis A and B; varicella; meningitis (Menactra) for those students under the age of 25; and a negative TB test (PPD or IGRA) within the past year. For more information regarding these immunizations, students should contact their health provider or the Student Health Center at (310) 506-4316, option 3. Students also may visit the website at community.pepperdine.edu/healthcenter.

Information Technology and Tech Central

The Information Technology (IT) department provides technology services for Pepperdine University students. Each of the University's campuses features modern classrooms with digital projection and wireless internet access and general-use computer labs that provide wired and wireless connectivity, fee-based black-and-white and color printing, and photocopying.

Students may visit community.pepperdine.edu/it/students, and select "Student" for self-help guides and support information. Information Technology staff members are available to provide technology assistance through the Tech Central office in Malibu. In addition, students may contact Tech Central for support at (310) 506-HELP (4357) or (866) 767-8623 (toll free in the USA), 24 hours a day, 365 days a year.

Students are required to abide by the "Computer and Network Responsible Usage Policy" at community.pepperdine.edu/it/security/policies/usagepolicy.htm. Details are included in the "Regulations and Legal Notices" section of this catalog and are published on the IT website. Information about all IT services is available at community.pepperdine.edu/it.

Libraries

The Pepperdine community is served by several libraries in the Los Angeles area. The Drescher Graduate Campus Library, Jerene Appleby Harnish Law Library, and Payson Library are located on the Malibu campus. Additional University libraries include the West Los Angeles Graduate Campus Library, the Calabasas Graduate Campus Library, the Encino Graduate Campus Library, and the Irvine Graduate Campus Library.

Library materials are listed in the online catalog, which is accessible at each library location and online at library.pepperdine.edu. All circulating items in the Pepperdine libraries are available to all students and alumni

and may be requested through the catalog for pickup at the Malibu or graduate campuses. Current Pepperdine students can also request items from other libraries via interlibrary loan (ILL) as well as access a variety of electronic resources online, including databases, journal articles, books, dissertations, and reference items.

Reference librarians are available for research assistance during posted hours at Payson Library, Drescher Graduate Campus Library, Jerene Appleby Harnish Law Library, West Los Angeles Graduate Campus Library, Encino Graduate Campus Library, and Irvine Graduate Campus Library. Email, chat, and text reference services are also available online at **pepperdine.libanswers.com**.

Study rooms are available at Payson Library, Drescher Graduate Campus Library, West Los Angeles Graduate Campus Library, Encino Graduate Campus Library, and Irvine Graduate Campus Library to current students, faculty, and staff. Rooms at all of the University libraries may be reserved online and also may be booked on any smartphone with internet access at **libraryrooms.pepperdine.edu**.

Additional information about University libraries may be found on the website at **library.pepperdine.edu**.

Lisa Smith Wengler Center for the Arts

The Lisa Smith Wengler Center for the Arts (CFA) serves as a hub for the arts, featuring professional and student-led performances, rehearsals, museum exhibitions, and master classes. CFA uniquely links guest artists with Pepperdine students and patrons from surrounding Southern California communities. Pepperdine students and staff are admitted to events at a reduced student ticket price. Facilities include the 450-seat Smothers Theatre, the 118-seat Raitt Recital Hall, and the “black box” Helen E. Lindhurst Theatre.

The Frederick R. Weisman Museum of Art offers exhibitions throughout the year that feature an international sampling of art and design. Admission to the museum is free. For more information, visit the Lisa Smith Wengler Center for the Arts website at **arts.pepperdine.edu**.

Mail Services

All incoming mail for the University and the student body is received, processed, and distributed through Mail Services.

Pepperdine Mail Services’ retail window is open to the University community Monday through Friday, 8:30 AM to 4:30 PM. Pepperdine Malibu Mail Services and Automation Services as well as Central Receiving are located on the Facilities Management and Planning pad. West Los Angeles Graduate Campus Mail Services is located in Room 105 off the main lobby.

Students may mail letters, packages, and overnight items or may purchase stamps at the Mail Services retail window. The retail window takes only cash

or personal checks for all purchases. Limited mailing supplies are available for purchase at the retail window.

Graduate students residing in the Drescher Graduate Campus Apartments or the George C. Page Residential Complex will be assigned mailboxes. Students should stop by Mail Services, and a mailbox will be assigned. Students who move off campus need to fill out a mail forwarding form and return it to Mail Services. All student mail will be sorted to the individual mailboxes in the afternoon. Packages that are too large for the mailbox will have a notification email sent to their Pepperdine email address and can be picked up at Mail Services on the Facilities Management and Planning pad between 8:30 AM and 4:30 PM, Monday through Friday. Students will need a picture identification card or their campus-wide identification card to pick up all packages.

All incoming mail must have a student name and mailbox number included in the address. If a piece of mail comes in without a name or box number on it, Mail Services must look up the student name or mailbox number before the piece can be processed. To ensure prompt delivery to each mailbox, all student mail should be addressed in the following manner:

Student Name

Pepperdine University

24255 Pacific Coast Highway # ____ (student's four-digit box number)

Malibu, CA 90263- ____ (student's four-digit box number)

Student mailboxes are for University business or personal mail only. No commercial business may be conducted using the Pepperdine mailbox address.

Students who are graduating or leaving for the summer must fill out a mail forwarding form and submit it to Mail Services or go to **community.pepperdine.edu/businessservices/mail/forwarding.htm** to complete the online form. Only first-class mail, periodicals, and parcels of obvious value will be forwarded.

Office of International Student Services

The Office of International Student Services (OISS) is located on the Malibu campus. The Form I-20, Certificate of Eligibility for Nonimmigrant Student Status, is issued by the OISS to admitted students who intend to maintain F-1 student visa status in the United States or apply for the F-1 student visa abroad before entering the United States. Upon arrival on the campus, F-1 students must log in to the OISS portal and submit documents specified in the Mandatory Arrival Report in order to be considered lawfully present in the United States. International students who intend to enroll at Pepperdine University while maintaining a nonimmigrant visa status other than the F-1 visa status must provide documentary evidence of their visa status. The OISS hosts and partners with resources across the University to offer programs and activities to assist students in achieving success in their academic and social transitions. The OISS also provides information and advising on government regulations, employment, tax requirements, and other matters necessary for

compliance and maintenance of lawful visa status in the United States. Health and accident insurance coverage is mandatory for all international students. For more information, go to pepperdine.edu/international-students or call (310) 506-4246.

Parking Information

Parking on the Malibu campus is free, but valid parking permits are required and their display mandated at all times when on campus. Parking permits can be obtained online. Students should visit Pepperdine University's Department of Public Safety website to register their vehicles. All vehicles must be registered through the Department of Public Safety. Additional information is available on the website at pepperdine.edu/publicsafety/parking/vehiclereg.htm.

The California Vehicle Code, Section 21113(a) empowers University Regents to establish parking and traffic regulations on University property. Unless otherwise provided for by these regulations, all of the provisions of the California Vehicle Code relating to traffic upon the highways shall be applicable on Pepperdine University property.

Shuttle Services

The University provides free on-campus shuttle service as well as a Malibu shopping shuttle. Consult the website for detailed shuttle schedules at community.pepperdine.edu/businessservices/transit/schedule.htm. Please download the Pepperdine APP for a real-time shuttle tracker.

Blue Route

The Blue Route circles the campus clockwise and leaves the main lot every 15 minutes beginning at 7:30 AM and ending at 5:15 PM.

Orange Route

The Orange Route circles the campus counter-clockwise with two shuttles. The first Orange Route shuttle leaves the main lot every 20 minutes beginning at 7:40 AM and ending at 10:30 PM. The second Orange Route shuttle circles the campus counter-clockwise and leaves the main lot every 20 minutes beginning at 7:50 AM and ending at 5:30 PM.

Malibu Shopping Shuttle

The shopping shuttle leaves the main lot at 1:10 PM, 3:10 PM, and 5:10 PM. The shuttle runs Monday through Saturday. The last pickup in Malibu for return to campus is at 5:50 PM at the Ralph's grocery store. Note: The Malibu Shopping Shuttle serves the Pepperdine community Monday through Saturday during the Fall and Spring semesters. During the Summer, the Malibu Shopping Shuttle runs Monday through Friday.

Points of Interest:

- Whole Foods Market, Blue Bottle Coffee, and Cafe D'Amore (The Park Shopping Center)

- Chipotle, Malibu Kitchen, Wells Fargo, SunLife Organics, Coffee Bean & Tea Leaf, and Sephora (Cross Creek, Malibu Village, and Malibu Country Mart)
- Ralph's Grocery Store, CVS, Chase Bank, Subway, and Starbucks (Malibu Colony Plaza)

Student Health Center

The Student Health Center (SHC) is committed to providing high-quality, low-cost healthcare to the diverse community of students. Its primary focus is to keep the students healthy by providing preventative care, providing timely treatment of disease, and making appropriate referrals when necessary. It emphasizes health education and aims to provide care in a confidential, respectful, and safe environment. The SHC staff members encourage honest, open communication and dedicate themselves to perpetuating the wellness of the whole being—mind, body, and spirit.

The SHC functions similarly to a family practice office and provides a wide variety of services, which include care for respiratory problems, women's and men's health, dermatology, immunizations, labs, in-house testing, nutrition, and massage therapy. In addition, the SHC offers specialized clinics such as flu vaccination, travel medicine, allergy, and sexually transmitted infection testing. All information reported at the health center is confidential and protected by the Health Insurance Portability and Accountability Act of 1996 (HIPAA), which protects the disclosure of health information.

The SHC strives to keep costs at a minimum, and insurance companies often reimburse a portion of these costs. Students may make payment at the SHC with cash, personal check, or charge their student account. At the conclusion of their appointment, they receive a super bill to submit to their insurance company for reimbursement. Students seeking a referral to an off-campus medical provider are encouraged to contact their insurance company for referral information to receive the most benefit from their coverage. Students enrolled in the Student Health Insurance Plan (SHIP) must first be seen at the SHC to be referred to an outside specialist.

All registered students have access to the off-site Pep-RN Nurse Advice Line 24 hours a day, seven days a week by calling (800) 413-0848. Staffed with registered nurses, the nurse line can help students determine if they need to seek medical care, understand their medications or medical procedures, or learn ways to stay healthy.

Students can make appointments by calling (310) 506-4316, option 3 or book online at pepperdine.medicatconnect.com. The SHC encourages appointments and works walk-ins into the schedule whenever possible, with priority given to scheduled appointments and emergencies.

The SHC hours of operation are Monday through Friday, 8 AM to 5 PM. For more information, visit community.pepperdine.edu/healthcenter.

Student Organizations

Students have the option to participate in one or more of the following School of Public Policy organizations.

Association of Environmental Professionals

The Association of Environmental Professionals (AEP) creates a welcoming space for those interested in environmental policy. Members have the opportunity to learn and network with members of the national and California Associations of Environmental Professionals. AEP also works to promote sustainability on the Pepperdine campus.

Christianity and Public Policy

Christianity and Public Policy (CPP) is a student organization dedicated to the practical application of the Christian faith in the public square through deliberation, examination of Biblical and other literary text, community involvement, and fellowship.

Churchill Society

The Churchill Society of Pepperdine University is a student organization dedicated to the study of leadership, prudence, and community in public policy.

International City/County Management Association Student Chapter

In collaboration with the School of Public Policy's Davenport Institute for Public Engagement and Civic Leadership, Pepperdine is host to a student chapter of the International City/County Management Association (ICMA). Pepperdine's program was the second such program to be established in California. Student members are offered a number of resources including access to ICMA online, which includes research and job postings; free registration for the ICMA annual conference; guidance from a current California city manager who serves as a professional mentor for the chapter; and on-campus speaking engagements with those who have careers in local government. ICMA is the professional and educational association for appointed local government administrators throughout the world.

Pepperdine Policy Review

The *Pepperdine Policy Review* is a student-run journal that showcases the best scholarly work of School of Public Policy students at Pepperdine University. It features articles, commentaries, opinion pieces, and book reviews that address a variety of issues from healthcare and national security to political philosophy.

Pi Alpha Alpha

Pi Alpha Alpha is the national honor society formed to recognize and promote excellence in the study and practice of public affairs and administration, and membership in Pi Alpha Alpha identifies those with the highest performance levels in educational programs, preparing them for public service careers.

Politics in Public Policy

Politics in Public Policy (PiPP) provides a forum to develop graduate students' understanding of how politics and political climates play a role in

shaping public policy. It is founded on the principle that quality public policy begins with—and depends on—constructive political discussion. The goal of this organization is to facilitate a diverse range of conversations through student-to-student dialogue. This organization seeks to honor the School of Public Policy's firm commitment to ideological diversity, made possible by exposing students to ideologically diverse perspectives and viewpoints relevant to present day issues and enduring policy debates.

Women in Public Policy

Women in Public Policy (WPP) is a Pepperdine University School of Public Policy graduate student organization established to promote the development of women in the academic and professional arenas. Through a blend of guest speakers, community involvement, social activities, and seminars, WPP supports and encourages women as they tackle unique challenges in public policy. While ethnically and politically diverse, these women share a commitment to use innovative solutions to address the complex problems facing the United States and the world.

Substance Abuse Counseling

Free and confidential assessment and counseling services are available for graduate students who are experiencing problems related to alcohol and/or drug use. Students may seek assistance for their own misuse of alcohol and other drugs or because they are concerned about a friend or family member who has an alcohol or drug problem. A counselor can help students understand the relationship of substance use to other issues (e.g., anxiety, depression, or relationship problems); develop helpful strategies; and identify appropriate resources available at Pepperdine and within the community to support their goals. The Counseling Center offers recovery support for students interested in maintaining abstinence from alcohol and other drugs and provides off-campus referrals to other local self-help meetings such as Alcoholics Anonymous, Narcotics Anonymous, and Al-Anon. To learn more about counseling related to drug and alcohol issues, students should call the Counseling Center at (310) 506-4210 or visit the website at community.pepperdine.edu/counselingcenter and click on the link "Alcohol & Drugs."

Third-Party Vendors

In order to best serve its students, the University engages various third-party vendors to provide, for example, food, beverage, bookstore, and other services for the University community. As a good steward of its limited resources, the University periodically reviews these relationships to ensure that students' interests continue to be well served and that appropriate quality levels are maintained.

Travel Agency

Pepperdine University in conjunction with Corniche Travel offers a dedicated service for all business and personal travel needs. The travel

department offers air, hotel, ground transportation, group and meeting planning, and exclusive value-added vacation specials. Regular hours of operation are Monday through Friday, 8 AM to 6 PM. For all travel support, during and after-hours, any registered student or Pepperdine staff or faculty member may use the service and make travel arrangements by telephone at (310) 854-6000, or by email at pepperdinetravel@corniche.com.

University Card Services

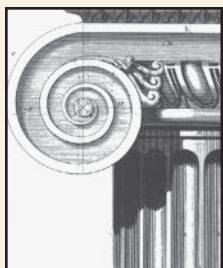
Students are able to use their student identification cards for the purchase of photocopies and printing on campus or for food and beverages from dining locations on the Malibu campus. There is no charge for a student's first identification card. The fee to replace lost or stolen identification cards is \$15. Students may obtain a replacement identification card at OneStop, located on the second floor of the Thornton Administrative Center on the Malibu campus.

The One Card Web Deposit at Pepperdine University is a free online service designed to provide students with the convenience of adding money to their campus identification cards anywhere and anytime. Students or guests (for example, parents) can add money to campus card accounts online with a credit or debit card. Deposits made online are secure and accounts are updated immediately. The website allows card holders to view their account balance or transaction history and report a lost or stolen card. Students may log on to the One Card Web Deposit site at webdeposit.pepperdine.edu.



Smothers Theatre is part of the Lisa Smith Wengler Center for the Arts and host to internationally acclaimed performers as well as Pepperdine student productions.





ACADEMIC
PROGRAMS
OF THE
SCHOOL OF
PUBLIC POLICY

◀ *The Drescher Graduate Campus occupies one of the highest points on Pepperdine's Malibu campus and offers a commanding view of the Pacific Ocean.*

MASTER OF PUBLIC POLICY (MPP)



Graduation is held annually in the spring at Alumni Park overlooking the Pacific Ocean.

The Master of Public Policy (MPP) requires 50 units of coursework or four 3- or 4-unit courses each semester for two academic years (four semesters). The first year comprises primarily core courses and provides a foundation for the student's specialization courses, most of which are taken in the second year.

Intensive Professional Learning Components

In addition to regular credit courses, each student is required to complete professional experiences, which are critical to developing leadership in real-world situations. Students must participate in a series of professional development experiences each semester, complete a mandatory Policy Internship, and complete a capstone project which will be developed during the final semester's Policy Research Seminar (Capstone) for credit. This project may be presented to a board of academic and real-world practitioners and provides another assessment of individual progress in developing leadership skills and personal values. This major policy analysis, undertaken with a member of the faculty or a committee of faculty and board of visitors, is designed to provide focus and fuel for successful undertakings and to assist students with career planning.

Professional Development

The School of Public Policy hosts a range of professional development events throughout the academic year. These co-curricular activities are intended to provide both career-oriented professional preparation in areas such as job search strategies, career development, and networking as well as hands-on opportunities to interact with leading scholars and practitioners in the field of public policy.

Professional Development Procedures and Requirements

It is the student's responsibility to follow the procedures below and those distributed by the program services manager for professional development and alumni affairs to satisfy the professional development requirement.

1. Students will enroll automatically in MPP 608 Professional Development each semester they are enrolled in at least one MPP course carrying more than zero units of credit ("unit eligible") at the School of Public Policy.
2. For students enrolled in three or more unit-eligible MPP courses at the School of Public Policy, to satisfy the professional development requirement, students must (a) attend at least eight credits of approved professional development events in that semester, (b) prepare a reflective essay about each professional development experience of at least 250 words that meets the guidelines distributed by the program services manager for professional development and alumni affairs, and (c) submit that reflection based on guidelines distributed by the program services manager for professional development and alumni affairs. For students enrolled in fewer than three unit-eligible MPP courses at the School of Public Policy, to satisfy the professional development requirement, students must (a) attend

at least four credits of approved professional development events in that semester and satisfy requirements (b) and (c) herein mentioned. All events must be preapproved by the program services manager for professional development and alumni affairs.

3. Students may petition for professional development requirement credit for professional events and activities that are offered outside the School of Public Policy. To receive credit, students must submit an email request to the program services manager for professional development and alumni affairs in advance of the event providing evidence of its relevance to the student's overall professional development. Students will be required to satisfy requirements (b) and (c) from step 2 to receive credit. *Events for which approval is not secured in advance will not be counted toward the requirement.*
4. Students who successfully complete all requirements by the deadline distributed by the program services manager for professional development and alumni affairs will receive a grade of credit ("CR") in MPP 608 for that semester. Reflections submitted in conjunction with satisfying this requirement should meet the guidelines provided by the program services manager for professional development and alumni affairs. Credit will be given only for activities attended for which reflections have been submitted meeting the guidelines and procedures distributed by the program services manager for professional development and alumni affairs. Approval of the adequacy of the reflections submitted is at the discretion of the program services manager for professional development and alumni affairs. After the distributed deadline, the program services manager for professional development and alumni affairs will notify the students of their professional development requirement credits. Appeals related to the professional development requirement may be submitted in writing to the director of program services and admissions. Appeals must be received no later than one week prior to the end of the semester. Decisions on appeals are final. Failure to complete the required number of professional development credits and to submit the required reflections by at least two weeks before the end of the term will result in a grade of incomplete ("I") for that semester. A grade of incomplete ("I") must be completed by the deadlines distributed by the program services manager for professional development and alumni affairs by satisfying, at the discretion of the program services manager for professional development and alumni affairs, (b) and (c) from step 2 or it will become a grade of no credit ("NC") for the course. A grade of no credit ("NC") following an incomplete ("I") grade may not be appealed. While the class carries zero units of credit, students must successfully complete MPP 608 in each semester they are enrolled in at least one unit-eligible MPP course in order to complete the MPP program. Failure to comply will prevent a student from graduating.

Note: It is the students' responsibility to plan their schedules in such a manner that they can satisfactorily complete this requirement. The School

of Public Policy will offer an adequate schedule of approved events such that students can satisfy this requirement over the course of each semester. Policies and procedures will be distributed by the program services manager for professional development and alumni affairs and/or posted online. If students have concerns about their ability to complete this requirement during a term, they should consult with the program services manager for professional development and alumni affairs to make appropriate arrangements.

Policy Internship

The required 240-hour Policy Internship should be selected in an agency or organization related to the student's area of specialization and must be completed prior to the second semester of the second year. Such agencies may be in local, state, or federal government; nonprofit organizations; the private sector; or an international experience in a non-US setting to prepare for foreign service after graduation. The internship should provide a perspective on how the methods and theories learned in the cases studied in the classroom may find practical expression in non-textbook and complex real-life settings. No credit will be given for work done without approval or prior to entering the program. It is expected that most students will complete their Policy Internship during the summer between the first and second years, although provisions are made to allow it to overlap the academic year.

Policy Internship Procedures and Requirements

It is the student's responsibility to follow the internship procedures and requirements shown below as well as to ultimately secure a Policy Internship. Students should monitor their "To Do" items in the WaveNet student portal to track progress toward completion.

1. Each student is expected to meet with the program services manager for professional development and alumni affairs to determine interest in a field of study within their first semester at the School of Public Policy. The Office of Program Services and Admissions will assist the student in résumé writing, gaining contacts and leads for internships, and career-related strategies. Prior to the end of the fall semester and before the Policy Internship approval can be granted, students must have an approved résumé on file in the school's digital file system as indicated on the "To Do" items in WaveNet.
2. Each student is responsible for securing their own Policy Internship. The student must get approval from the program services manager for professional development and alumni affairs on a graduate-level, substantive, policy-related internship. The student must then complete and submit the Internship Agreement form prior to starting the internship. The form is an agreement with the organization offering the internship and requires signatures of the student and the supervisor from the organization where the internship has been secured. This form must be submitted to the program services manager for professional

development and alumni affairs prior to the start of the internship and must include the expected completion date for the internship. Note: Policy Internships started without prior approval will not receive credit.

3. For Policy Internships abroad, each student must complete and submit the Internship Release of Liability form to the program services manager for professional development and alumni affairs prior to the start of the internship. To ensure student safety, all students completing their Policy Internships abroad are required to register with the International SOS program which provides emergency services and resources to students traveling internationally. Internships done abroad can be completed only during the summer between the first and second years.
4. Once the Internship Agreement form has been submitted to and approved by the program services manager for professional development and alumni affairs, the student will be assigned a faculty advisor and will be enrolled in MPP 699 during the semester they begin the policy internship. This is a zero-unit class, graded as credit ("CR") or no credit ("NC").
5. Each student is required to complete a minimum of 240 hours with the approved organization. Hours cannot be divided among multiple organizations. Upon completion of an approved Policy Internship, the student must complete the online Internship Completion and Evaluation form at publicpolicy.pepperdine.edu/master-public-policy/internship-completion-evaluation-form by the date specified for their completion term (see "To Do" items in WaveNet).

Note: This form requests detailed information on the duties of the position and recommendations for future interns as well as reflections on the lessons learned during the student's internship experience. The first portion of the form, "Internship Experience Responses," will be open and available for future students' internship reference. The remaining fields under "Personal Reflections" will be kept confidential and will be reviewed only by the administration and the student's faculty advisor.

6. Each student must contact their policy internship supervisor to request completion and submission of the Supervisor Internship Evaluation Report. This form must be completed, signed, and submitted by the supervisor and delivered to the program services manager for professional development and alumni affairs by the date specified for the completion term (see "To Do" items in WaveNet). This document is an independent verification of the student's Policy Internship experience.
7. Each student is responsible for meeting with their assigned faculty advisor to discuss the "Personal Reflections" portion of the Internship Completion and Evaluation form. The student is responsible for setting up the meeting with their faculty advisor by the date specified for their completion term (see "To Do" items in WaveNet).
8. After meeting with the faculty advisor, each student is responsible for meeting with the program services manager for professional development

and alumni affairs to discuss how the internship has influenced their career goals and devise a strategy for meeting those goals. At this meeting, the student must submit an updated résumé in the school's digital file system. The student is responsible for scheduling the meeting with the program services manager for professional development and alumni affairs at least two weeks before the end of the term in which they complete the internship (see "To Do" items in WaveNet). Students are responsible for ensuring that their Policy Internship is completed in time to meet all other graduation deadlines.

9. Upon completion of steps 1–8 and the student having satisfactorily fulfilled the Policy Internship requirement, a grade of "CR" (credit) will be submitted to the Office of Student Information and Services by the program services manager for professional development and alumni affairs. Failure to complete any of the following will result in a grade of no credit ("NC") for MPP 699, which will prevent completing graduation requirements:
 - An internship consisting of a minimum of 240 hours of substantive, policy-related work. Note: Research or graduate assistantships are not eligible.
 - Timely submittal of the required forms.
 - Meetings with the faculty advisor and program services manager for professional development and alumni affairs by the specified due dates.

Note: If a student is unable to complete a policy internship within the permitted time, the student is responsible for communicating with the program services manager for professional development and alumni affairs and making appropriate arrangements for internship completion.

Policy Research Seminar (Capstone)

The Policy Research Seminar (Capstone) in the final semester will develop and present a major public policy program design and implementation plan using a real situation in an actual agency, either global, national, state, or local. Students will develop a clearly focused mission, a strategic plan for the undertaking, and an implementation plan that acknowledges various interest groups that must "buy in" for the project to be successful. This will require personnel planning, a budget plan, and a clear method for securing approvals from all interested parties whose "ownership" is critical for its success. The results may be presented to a board of visitors including academics and real-world agency leaders.

Specialized Tracks

Students will choose an area of special interest for their second year and take one course as an introduction to the field at the end of their first year and before their Policy Internship. Students will declare their specialization prior to registration in the second semester of the first year. Specialization courses will be offered in

- Applied Economic Policy.
- American Policy and Politics.
- International Relations and National Security.
- State and Local Policy.
- Dispute Resolution.¹

The International Relations and National Security specialty may focus more specifically on one area such as Latin America, the Middle East, or the Pacific Basin depending on interest among the current student cohort.

Continuous scrutiny and development of the program may result in adjustments in the content, sequencing, and coverage of courses in the required curriculum during future academic years.

Course Requirements for the Master of Public Policy

The first year is composed almost entirely of a core curriculum that is required for all students. It is designed to provide a foundation that is steeped in Pepperdine's unique perspective that the formation, evaluation, and practice of public policy is a sacred calling devoted to service at the most profound level. The core curriculum also intends to provide an introduction to the tools necessary for analyzing public policy, its impact on individuals and society, and methods for evaluating the costs and benefits of various policies and programs.

Much of the first year's curriculum sets up a dialog across courses between the conservative but morally neutral law and economics tradition on the one hand and, on the other, the morally challenging ethical issues whose relationship to specific policies and programs is often not concrete and specific or, at most, left vague and ambiguous.

¹*During the initial years the School of Public Policy offers this specialization, only a limited number of slots will be available. Students interested in this specialization should apply through the School of Public Policy. If demand exceeds availability, a faculty committee will be convened. Because of this limited availability, students completing the MPP/MDR joint degree program are not eligible to specialize in Dispute Resolution.*

First Year

Fall Semester

MPP 600	The Roots of American Order: What Is Public Policy?.....	(4)
MPP 601	Ethical Dimensions of Public Policy: Great Books and Great Ideas	(3)
MPP 602	Applied Economic Analysis of Public Policy I	(3)
MPP 603	Applied Research Methods in Public Policy	(3)
MPP 608	Professional Development.....	(CR/NC)

Spring Semester

MPP 604	Political, Organizational, and Strategic Aspects of Public Policy Analysis.....	(3)
MPP 605	Applied Economic Analysis of Public Policy II	(3)
MPP XXX	Courses in Area of Specialization or Electives.....	(6)
MPP 608	Professional Development.....	(CR/NC)

Fall, Spring, or Summer Semester

MPP 699	Policy Internship	(CR/NC)
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Second Year

Fall Semester

MPP XXX	Courses in Area of Specialization or Electives.....	(12)
MPP 608	Professional Development.....	(CR/NC)

Spring Semester

MPP 607	Policy Research Seminar (Capstone).....	(4)
MPP XXX	Courses in Area of Specialization or Electives.....	(9)
MPP 608	Professional Development.....	(CR/NC)

Specialized Courses

Two courses from the following list must be taken during the first year. The remainder are to be taken the second year.

A specialized concentration requires four courses in one of the following areas: Applied Economic Policy, American Policy and Politics, International Relations and National Security, State and Local Policy, or Dispute Resolution. To specialize in Applied Economic Policy, one of the four required elective courses must be MPP 622 Applied Econometrics. To specialize in Dispute Resolution, one of the four required elective courses must be MPP 618 Seminar in Dispute Resolution in Public Policy.

Applied Economic Policy

MPP 620	Global Economics	(3)
MPP 622	Applied Econometrics.....	(3)
MPP 625	Public Finance and Public Choice	(3)
MPP 627	Seminar in Economic Policies (Selected Topics).....	(3)
MPP 628	Development of American Economic Institutions and Policies	(3)
MPP 629	Applied Methods	(3)
MPP 632	Social Policy	(3)

MPP 633	Economics and Policy of Science and Innovation.....	(3)
MPP 634	Advanced Econometrics	(3)
MPP 635	Latin American Economic Development	(3)

American Policy and Politics

MPP 640	The Political Biography of a New Policy.....	(3)
MPP 642	Environmental Regulation, Business, and Society.....	(3)
MPP 643	Immigration Policy.....	(3)
MPP 645	Public Policy and Religion	(3)
MPP 646	Public Policy and Education in America.....	(3)
MPP 647	Seminar in Political Issues (Selected Topics)	(3)
MPP 648	Public Policy and Political Economy	(3)
MPP 650	Public Policy in Modern America	(3)
MPP 651	American Democratic Culture.....	(3)
MPP 652	Strategy and Rhetoric of Presidential Campaigns.....	(3)
MPP 656	Public Policy and the Legal Framework	(3)
MPP 657	Federalism and the Progressives.....	(3)
MPP 658	Political Communications.....	(3)

International Relations and National Security

MPP 660	Statecraft from Machiavelli to Kissinger and Beyond.....	(3)
MPP 662	Studies in United States Relations with Other Nations	(3)
MPP 663	Business-Government Cooperation	(3)
MPP 664	National Security and Freedom.....	(3)
MPP 665	Region-Specific Studies	(3)
MPP 667	Global Migration and International Relations.....	(3)
MPP 668	Seminar in International Relations (Selected Topics).....	(3)
MPP 670	War, Strategy, Democracy, and Politics.....	(3)
MPP 671	Comparative Democracy and Federalism	(3)
MPP 672	International Conflict Management.....	(3)
MPP 674	Prudence in Politics.....	(3)
MPP 675	Contemporary Issues in American Foreign Policy	(3)
MPP 676	Public Diplomacy in a Global Context.....	(3)

State and Local Policy

MPP 680	Regional Policies: Southern California as World Microcosm....	(3)
MPP 681	Policies Past and Present: The History and Wealth of Cities	(3)
MPP 682	Policy Relationships of State and Local Government.....	(3)
MPP 685	The Financing of Local and Regional Government	(3)
MPP 686	Permissions, Development, and the Environment	(3)
MPP 687	Seminar in Regional Policies (Selected Topics).....	(3)
MPP 688	Leadership through Public Engagement.....	(3)
MPP 689	Children, Families, and Communities	(3)

Dispute Resolution

MPP 618	Seminar in Dispute Resolution in Public Policy	(3)
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Continuous scrutiny and development of the program may result in adjustments in the content, sequencing, and coverage of courses in the required curriculum during future academic years.

School of Public Policy Double Specialization Option²

Students in good standing, free of academic probation, in the Master of Public Policy degree program may, at their option, choose to double specialize in any two of the following School of Public Policy tracks:

- Applied Economic Policy.³
- American Policy and Politics.
- International Relations and National Security.
- State and Local Policy.
- Dispute Resolution.^{4, 5}

Students interested in double specializing should plan to complete the following requirements:

1. Students must complete all School of Public Policy core courses (23 units).
2. Students must complete the Policy Internship (0 units).
3. Students must take four courses in one track (12 or 13 units).⁶
4. Students must take four courses in another track (12 or 13 units).⁶
5. Students must take one course in any area of specialization (3 units).
6. Students must fulfill Professional Development requirements all four semesters.

²Students must be in good standing; must be free of probation; and are subject to all policies, procedures, and requirements as outlined in the School of Public Policy academic catalog. The School of Public Policy cannot guarantee that a significant number of courses in the particular tracks in which a student wishes to double specialize will be offered.

³To specialize in Applied Economic Policy, one of the four required elective courses must be MPP 622 Applied Econometrics.

⁴For students specializing in Dispute Resolution, one of the four required electives must be MPP 618 Seminar in Dispute Resolution in Public Policy.

⁵During the initial years the School of Public Policy offers this specialization, only a limited number of slots will be available. Students interested in this specialization should apply through the School of Public Policy. If demand exceeds availability, a faculty committee will be convened. Because of this limited availability, students completing the MPP/MDR joint degree program are not eligible to specialize in Dispute Resolution.

⁶If students are specializing in Dispute Resolution, they will take 13 units.

Certificate in Dispute Resolution

Straus Institute for Dispute Resolution

Students enrolled in the School of Public Policy may also apply to enroll in the Dispute Resolution Certificate program at the Straus Institute for Dispute Resolution at the Rick J. Caruso School of Law. Students choosing to pursue this option would need to apply to the Straus Institute for Dispute Resolution for admission to the program. This is a stand-alone certificate program that requires students to complete 14 units (6 core units and 8 elective units) at the Rick J. Caruso School of Law.⁷ These units are in addition to meeting all of the program requirements of the MPP program at the School of Public Policy. Students who have completed a specialization in Dispute Resolution in their MPP program have the option of completing an additional 4 units of electives at the Straus Institute for Dispute Resolution to earn the Certificate in Dispute Resolution.⁸

⁷The costs of this certificate program are not included as part of the academic scholarships in the School of Public Policy, and those units taken at the Rick J. Caruso School of Law in pursuit of this certificate will incur an additional cost to the student. Any scholarship and financial aid packages awarded by the School of Public Policy are not applicable to units taken separately in pursuit of this certificate.

⁸Courses taken at the Straus Institute for Dispute Resolution in excess of the 10 units necessary to complete the specialization in Dispute Resolution are not eligible for scholarship or financial aid support from the School of Public Policy. They are also not eligible for inclusion under the flat-rate tuition rate.



Pete Peterson, School of Public Policy dean and senior fellow of the Davenport Institute, providing opening remarks at the American Project conference in the Wilburn Auditorium.

Course Descriptions for the Master of Public Policy

CORE COURSES

MPP 600. The Roots of American Order: What Is Public Policy? (4)

This course discusses concepts, systems, and institutions that participate in the development of public policy, both from historical and contemporary perspectives. Included is an attempt to lay the groundwork for the moral consequences of public action—how, for instance, government distribution of benefits alters incentives and values. It also considers policy development and implementation by the private sector of business, labor, and nonprofit associations as well as the church, the family, and educational institutions, which have played such an important role in American society.

This course also introduces tools that are useful in the formal analysis of collective action, including a consideration of market failures, imperfect competition, and cost-benefit analysis. The larger purpose of this course, as well as MPP 601, is to consider how the ultimate objectives of public policy can best be met through a proper balance between constraints and personal freedom.

MPP 601. Ethical Dimensions of Public Policy: Great Books and Great Ideas (3)

This course involves a survey of the “great books,” which provide a philosophical, historical, and moral foundation for policy initiatives. It is intended to be a touchstone for returning again and again to the great themes that recognize the permanent, tested principles that provide the roots of American order, including a belief in God and the recognition that men and women are sacred beings created with a transcendent end. The course will expose students to great leaders who have fashioned the public good over the centuries.

Specific books will vary from year to year and professor to professor, but the course will organize its readings around such central themes as limited government (why the founders wanted this, how it has changed, why voters are conflicted about it); capitalism (why it works, its relationship to democracy, what criticisms are made of it, how they may be dealt with); the moral consequences of public action; and the moral principles involved in the tension between moral autonomy and moral dependence. This course, together with MPP 600, acts as an introduction and foundation for the significant themes with which students are challenged to grapple in subsequent courses.

MPP 602. Applied Economic Analysis of Public Policy I (3)

This course is designed to help students learn to apply important economic principles to domestic and global policy issues. Students will develop skills in the application of economic reasoning to policy problems. Included are such key principles and concepts as consumer choice, the production

decisions of firms, the function of prices in allocating scarce resources, the pricing of public goods, the role and behavior of markets, market failure, and externalities.

MPP 603. Applied Research Methods in Public Policy (3)

This course emphasizes the application of research methodology and statistical techniques for evaluating the performance of public policy decisions. Students should be able to understand and apply basic research design methodology and interpret results. The course provides both a theoretical foundation and practical applications of these methods, including variance, regression, cost-benefit analysis, survey sampling, and other tools of evaluation. Included is an introduction to the rich sources of data available on the internet.

MPP 604. Political, Organizational, and Strategic Aspects of Public Policy Analysis (3)

This course focuses on the basic tasks of public leaders to analyze the political feasibility of alternate policy responses, gain and maintain among affected constituencies a mandate to act, and design and implement strategies for accomplishing the goals and objectives of the organization. Attention is given to authorizing bodies, political superiors, interest groups including the press, and matching one's organizational abilities to leadership demands. The importance of resource allocation and budgeting also is stressed. Entrepreneurship and reengineering in government and in nonprofit agencies will be topics of serious concern. This course also will consider the higher ethical and moral standard expected of leaders and the role of such conduct on strategic leadership.

MPP 605. Applied Economic Analysis of Public Policy II (3)

A continuation of Applied Economic Analysis of Public Policy I, this course shares the objective of applying economic principles to current policy issues. The course focuses on the tools of both microeconomic analysis and macroeconomic analysis and the role of government in the economy. Topics covered include the public sector, the role and effect of fiscal and monetary policy, and the global economy. Prerequisite: MPP 602 Applied Economic Analysis of Public Policy I.

Introductory Course in Specialization (3)

Students will declare an area of special interest for their second year and take one course as an introduction to the field at the end of their first year. Specialization courses will be offered in

- Applied Economic Policy.
- American Policy and Politics.
- International Relations and National Security.
- State and Local Policy.
- Dispute Resolution.

The International Relations and National Security specialty may focus more specifically on one area such as Latin America, the Middle East, or the Pacific Basin depending on interest among the current student cohort.

MPP 607. Policy Research Seminar (Capstone) (4)

This course, taken in the final semester of the program, is designed to provide an integrative experience by developing an actual program or policy implementation in cooperation with a local, state, national, or international agency that has been given a specific policy directive. Consideration will be given to evaluation and measurement of the expected outcome of the policy, personnel, budgetary needs and impact, and the development of support among public and private parties whose cooperation is necessary for success. To develop leadership skills further, this project will be completed individually or as a team exercise, which will be reviewed and evaluated by faculty and may be evaluated by agency officials and key representatives of constituencies affected by the policy. Note that because this course is a research seminar, it cannot be completed as a directed study.

MPP 608. Professional Development (0, CR/NC)

Students are required to engage policy professionals and events each semester they are enrolled in the School of Public Policy. Students are required to reflect on their engagements with these activities and to submit these to the school. This course can be repeated for a total of four times.

MPP 609. Directed Studies (1–4)

The School of Public Policy may offer with approval directed studies adapted to an individual student's needs. Directed studies will require independent writing and research, focusing on projects related to a student's specialization, and frequent reports and conferences with a School of Public Policy full-time faculty advisor. Course credit may be offered; units will vary depending on level of participation (1–4 units). Consent of the dean is required for directed study. Written proposals must be submitted to the Office of the Dean four weeks in advance of the start of the term in which the course will be taken, and the student must be in good academic standing, free of probation.

MPP 619. Seminar in Current Public Policy Issues (1–4)

This course will consider different public policy issues from year to year. It will involve students in policy analyses and debates around contemporary policy issues. Upon the approval of the faculty of the School of Public Policy, an upper-division or graduate-level course from one of the other schools at Pepperdine University may be taken in place of this course. This requires a written proposal submitted to the Office of the Dean four weeks in advance of the start of the term in which the course will be taken, and the student must be in good academic standing, free of probation.

MPP 699. Policy Internship (0, CR/NC)

The required 240-hour Policy Internship must be selected in an agency or organization related to the student's area of specialization. Such agencies may be in local, state, or federal government; the private sector; nonprofit organizations; or an international experience in a non-US setting to prepare for foreign service after graduation. The internship should provide a perspective on how the methods and theories learned in the cases studied in

the classroom may find practical expression in non-textbook and complex real-life settings.

APPLIED ECONOMIC POLICY

MPP 620. Global Economics (3)

This course is the study of specific policies that affect global economic relationships and the interdependencies that emerge between countries as a result of international trade. The history of commercial policies is tied to outcomes in order to inform future policy directions. Included is a consideration of the role of foreign exchange markets and the impact of globalization on currency markets.

MPP 622. Applied Econometrics (3)

This course is designed to teach students basic skills in empirical economics. This course provides the student with a set of statistical tools that are necessary for empirical research in economics. Prerequisite: MPP 603 Applied Research Methods in Public Policy.

MPP 625. Public Finance and Public Choice (3)

This course emphasizes the role of government in a market economy. Alternative justifications for government intervention are discussed. The principles and effects of spending programs (especially social insurance and health), taxation, deficit financing, federal credit programs, and properties of public choice mechanisms will be covered. Specific topics will include food stamps and unemployment insurance; medical care; Social Security; the distribution of income; income transfer programs; education; and the tax system (federal, sales, and corporate).

MPP 627. Seminar in Economic Policies (Selected Topics) (3)

This course will consider different economic issues from year to year. It will involve students in cutting-edge policies while they are in the formative stage and consider tradeoffs between the common good and the rights of the individual as well as the relationship with state and federal governments and the private sector. Upon the approval of the faculty of the School of Public Policy, an upper-division or graduate-level course from one of the other schools at Pepperdine University may be taken in place of this course. This requires a written proposal submitted to the Office of the Dean four weeks in advance of the start of the term in which the course will be taken, and the student must be in good academic standing, free of probation.

MPP 628. Development of American Economic Institutions and Policies (3)

This course will give a sense of the interaction of economic behavior and other social institutions. The historical dynamics of how the present-day economy evolved will be examined. The course also will demonstrate how the main body of economics can be enriched by the study of history. Topics will include colonial economic policies, the institution of slavery, immigration policies, railroads and the transformation of the American economy, land distribution, and the role of government in transportation and technology.

MPP 629. Applied Methods (3)

The objective of this course is to train students in analytical methods that can be applied to a wide array of policy issues. This course will examine different approaches to policy analysis and discuss ways to account for uncertainty in the decision-making process. The student will study a variety of analytical tools such as cost-benefit analysis, program evaluation, and simulation models that can be used to inform the understanding of policy problems and proposed interventions. This course will combine literature review with hands-on modeling. Students will learn to construct simulation models to understand emerging patterns such as the spread of infectious diseases and neighborhood segregation. Students are expected to complete a number of homework assignments to demonstrate mastery of the methods taught, but a large part of the course grade will be based on a student project where students develop their own models in an area of interest.

MPP 632. Social Policy (3)

This course focuses on social policy in the United States and examines the causes and consequences of poverty. The course is designed to (1) have students review and understand current social issues and policies related to vulnerable populations, (2) provide students with an understanding of the sources and the role of data in defining social policy, (3) provide students with an understanding of the role of the government in social policies, and (4) improve student research and communications skills (writing and presentation). Weekly lecture topics will include issues such as welfare reform, homelessness, immigration, family structure, economic circumstances of the elderly, and food assistance programs. Students will be responsible for preparing research reports and a final presentation. In addition, students will assist the professor in preparing debate panels.

MPP 633. Economics and Policy of Science and Innovation (3)

Innovation is the hallmark of the US economy. What constitutes effective public policy toward innovation and science in the modern economy? This course will explore varied topics in the economics of science and innovation policy. These will include the role of innovation as a driver of macroeconomic growth, whether the government should subsidize research (and what kind of research), how intellectual property rights provide incentive for innovation, how the US patent system can be improved, and issues regarding innovation in the global economy. Analytical tools learned in the core economics classes (particularly MPP 602 Applied Economic Analysis of Public Policy I) will be built upon and used.

MPP 634. Advanced Econometrics (3)

Econometrics is the application of statistics to economic data and questions. This course builds on the foundation of the introductory econometrics course (MPP 622) and will cover some of the same topics in greater detail. Students also will learn new econometric techniques for working with data from complex survey designs and quasi-experimental settings. Prerequisite: MPP 622 Applied Econometrics.

MPP 635. Latin American Economic Development (3)

This course explores the main economic policies implemented in the Latin American region during the 20th and 21st centuries. There will be a special focus on understanding what type of economic policies were implemented, how and why economic policy changed over time, the impact of the policies implemented, the implication of these policies for economic development, and the problems that policy makers in Latin America face in terms of promoting economic development in the region. Some of the topics covered include export-led growth, import substitution, industrialization, debt crisis, neoliberalism, inequality, populism, and leftist movements. In addition, some discussion related to United States and Latin America relations will be part of the course. From a political economy perspective, the course intends to provide the student with an overview of the economic history of Latin America and the current challenges for economic development in the region.

AMERICAN POLICY AND POLITICS**MPP 640. The Political Biography of a New Policy (3)**

This course traces how a new policy is born; gathers support; is evaluated; and becomes a part of the legal, social, and economic system. It includes a review and summary of the American political system with an emphasis on contemporary developments, current issues, and alternative scenarios confronting the field of public policy. This course may, upon occasion, use a specific bill, policy, or body of legislation to illustrate the generic principles and issues confronting the practice of policy formulation and implementation.

MPP 642. Environmental Regulation, Business, and Society (3)

This course surveys the political, economic, and social implications of major federal environmental statutes that govern such concerns as clean air and water, waste management, endangered species, and the control of toxic substances. It also considers the growing involvement of concerns about the global environment in international treaties and trade agreements and thus on human, animal, and plant life in the entire world.

MPP 643. Immigration Policy (3)

Because Southern California and the entire United States are experiencing one of the most dramatic epochs of their history with the mass movement of people from virtually every area of the globe to the United States, it is important that the nation's immigration policy be based on well-conceived strategies. This course will consider ways that American institutions may best deal with this historic phenomenon.

MPP 645. Public Policy and Religion (3)

This course analyzes the relationships between politics and religion in American society. It also considers the monumental changes taking place in American society because of immigration and the history, theology, and political impact of various world religions on American politics as new groups are added to the American scene.

MPP 646. Public Policy and Education in America (3)

This course is a study of the history of legal, financial, and philosophical policies at various levels—local, state, and federal—that impact education. This includes consideration of significant court cases, including equal opportunity efforts such as busing, with the intended and unintended results of given policy decisions. It also looks at the implications for the future of various funding arrangements including the federal government, voucher programs, and the national standards debate and technological policies that also impact education.

MPP 647. Seminar in Political Issues (Selected Topics) (3)

This course will consider different political issues from year to year. It will involve students in cutting-edge policies while they are in the formative stage and consider tradeoffs between the common good and the rights of the individual as well as the relationship with state and federal governments and the private sector. Upon the approval of the faculty of the School of Public Policy, an upper-division or graduate-level course from one of the other schools at Pepperdine University may be taken in place of this course. This requires a written proposal submitted to the Office of the Dean four weeks in advance of the start of the term in which the course will be taken, and the student must be in good academic standing, free of probation.

MPP 648. Public Policy and Political Economy (3)

This course examines four central conversations spanning four centuries on the theoretical and practical relationship between economics and politics. Each conversation addresses an important crisis, and participants articulate the problems and recommend the solutions in their own words. The first conversation between Thomas Hobbes and John Locke, in the 17th century, concerns the original human condition, the purpose of government, the right to acquire private property, and the status of democratic government. The second occurs between Americans from 1763 to 1776 as they interpret the Lockean principles of natural rights, capitalism, and democracy in response to specific economic and political crises, culminating with the Declaration of Independence and Adam Smith's *The Wealth of Nations*. The third conversation is between Karl Marx and John Stuart Mill as they criticize and defend, respectively, capitalistic democracy and human freedom from historicist and utilitarian perspectives. The 20th century conversation, between such authors as John Kenneth Galbraith, Michael Harrington, Milton Friedman, and Irving Kristol, considers policies related to the role of the public sector, community responsibility, free markets, and capitalistic democracy.

MPP 650. Public Policy in Modern America (3)

This history course of public policy in recent America will place contemporary policy issues within a 40-year perspective, tracing the development and transformation of key domestic and foreign policies. The evolution and impact of the Great Society, the destruction of the New Deal coalition, and the impact of the "Reagan Revolution" will be covered. The focus will include historical precedents and analogies in decision

making, policy debates, and agendas as well as current and pressing policy concerns including the possible uses and abuses of historical knowledge in policy making.

MPP 651. American Democratic Culture (3)

Drawing from classic texts and from contemporary works, this course examines the challenges to, and possibilities for, leadership in American culture. This course is, therefore, a historical and sociological examination of the political culture that has emerged in the United States. Of particular concern is the development of a civic discourse and the ways in which policy matters are discussed and decided. The subject is not about simple procedural matters, but about the language, media of discourse, and values that shape the American political culture. Among other subjects, this course will examine the role of public opinion in democratic decision making; the (changing) role of intermediary institutions (such as church, family, and local community) in American culture; and the impact of a consumer culture on American institutions and politics.

MPP 652. Strategy and Rhetoric of Presidential Campaigns (3)

This course will undertake an in-depth study of modern presidential campaigns, devoting approximately one class period for each campaign from 1960 to the present. All aspects of presidential campaigns—from financing to strategy to communication—will be studied in an effort to understand these high-stakes political dramas. Also, presidential campaigns provide a window through which to view the important policy issues of their time. Time will be provided throughout the course to consider campaigns currently in progress.

MPP 656. Public Policy and the Legal Framework (3)

Public policy is strongly framed and even constrained by the legal system. This course will examine the current legal system, including an assessment of statutory law, common law, the current regulatory system, the appeals process, and the administration of law in the context of limited resources. The determinacy/indeterminacy of law will be examined as well as the impact of the regulatory state on specific social systems.

MPP 657. Federalism and the Progressives (3)

This seminar course focuses on the hundred-year journey and relationship between Federalism and the Progressives without a preconceived agenda or knowledge of the “legacy” involved. The intellectual impact of the Progressive historians on the way Americans look back at their history will be explored. A major concern is how the founding is portrayed and the extent to which the Progressives might be heavily reliant on the role of university-trained experts to create and implement public policy, thus generating the emergence of the administrative state. The legislative branches at all levels of government and the attempt to secure “good government” will be critiqued, including the extent that Federalism influenced the origin and development of the Progressive Movement and the way Americans think about the federal arrangement.

MPP 658. Political Communications (3)

This course focuses on how successful campaign operatives of both parties develop, target and deliver a message to the voters. It will explore the practicalities of campaign politics, with a specific emphasis on campaign strategy and messaging. Topics will include the means by which a campaign develops its message, how that message is communicated through the news media, paid advertising, and online communications, as well as the broader strategic and tactical questions, which guide a campaign's operation. It will also examine the broader context of the American political system: its strengths and weaknesses, the relationship between politicians and the voters and the influence of the news media on the political process.

INTERNATIONAL RELATIONS AND NATIONAL SECURITY**MPP 660. Statecraft from Machiavelli to Kissinger and Beyond (3)**

This course includes studies in the history of statecraft and the practice of diplomacy. It includes policy approaches toward ethnic conflict and nationalism, international power relations, and the practice of peacemaking and peacekeeping.

MPP 662. Studies in United States Relations with Other Nations (3)

This course will, from time to time, consider the special relationship that the United States has toward a specific nation (such as Japan, China, Mexico, or Russia) or a region (such as Asia, Latin America, the Middle East, or the Pacific Basin). It will trace the history of the relationship and special challenges and policy options which currently should be considered.

MPP 663. Business-Government Cooperation (3)

This course considers the proper role of the government in assisting, promoting, regulating, and monitoring business activities around the world. It includes a consideration of trade policies; regional associations such as NAFTA; the role of various governments in utilizing their intelligence agencies for industrial purposes; and policy needs related to the technology of money transfers, intellectual property, and the growth of global business institutions not claiming one nation as headquarters.

MPP 664. National Security and Freedom (3)

With the shift in threats from superpowers to terrorists and their access to sophisticated technology and powerful munitions, this course considers the policies that should be pursued to ensure the freedom of the United States against such foreign and domestic threats.

MPP 665. Region-Specific Studies (3)

This course will focus on one particular country or region with attention given to the region's history; its economic, political, and social institutions; and its relationship to the United States and other nations. Special focus will be on the implications of the region's needs and characteristics for the formulation of US foreign policy.

MPP 667. Global Migration and International Relations (3)

With the major population shifts that are taking place in many parts of the world, and especially involving the United States, this course will survey policies that should inform and guide the United States into the next century. It should provide guidance both for the assimilation and utilization of the human and physical resources being added daily to the United States through immigration, but also it will view major potential trouble spots which may emerge because of similar phenomena elsewhere where United States' interests are at stake.

MPP 668. Seminar in International Relations (Selected Topics) (3)

This course will consider different issues in international relations from year to year. It will involve students in cutting-edge policies while they are in the formative stage and consider tradeoffs between the common good and the rights of the individual as well as the relationship with state and federal governments and the private sector. Upon the approval of the faculty of the School of Public Policy, an upper-division or graduate-level course from one of the other schools at Pepperdine University may be taken in place of this course. This requires a written proposal submitted to the Office of the Dean four weeks in advance of the start of the term in which the course will be taken, and the student must be in good academic standing, free of probation.

MPP 670. War, Strategy, Democracy, and Politics (3)

This course examines the strategic, material, and moral issues that democracies must address in waging war, from a theoretical and comparative historical perspective. This course strives to provide a foundation for understanding the perennial themes of war between open and closed societies. The case studies will illuminate the dilemmas, continuities, and discontinuities that democracies encounter in waging wars with closed societies, from the Peloponnesian War to the US war on terror. The objective of the course is not to provide answers, but to instill an appreciation and comprehension of one of the most fundamental and enduring responsibilities of any democratic statesmen: the role of commander in chief.

MPP 671. Comparative Democracy and Federalism (3)

The focus of this course is on the varieties, means, and challenges to deliberative self-rule in various parts of the world. It includes, but is not limited to, the variety of federal systems that have emerged in the last several decades, including a wide array of economic relationships that bind nations or other groups together. It examines numerous theories about "globalism" and asks whether a new economic and political internationalism does not make more room for local rule (at the expense of the national government).

MPP 672. International Conflict Management (3)

This course is about international conflict and its management in the post-Cold War era. Since the collapse of the Soviet Union, ethnic nationalism and globalization have increased the complexity, scope, and nature of conflict within an international order whose major characteristic is transition and uncertainty. To understand better how to manage such conflicts, this course examines the sources of inter- and intra-state conflict and means of

intervention. Such intervention may be accomplished either by military force by a major power, such as the United States; diplomatic negotiation; or an international peacekeeping force. Finally, the course examines the successes and failures of conflict management theory and practice to understand what lessons can be learned and applied in the future.

MPP 674. Prudence in Politics (3)

This course investigates the interplay among power, principle, and expedience in statecraft through the prism of the cardinal virtue of prudence. It begins with an analysis of rival conceptions of prudence found in Aristotle, St. Thomas Aquinas, Machiavelli, and Edmund Burke. The major part of the course will consist of several positive and negative case studies investigating how, why, and to what extent leaders measured up to or fell far short of the standard of prudence as the course defines it: right reasoning about right things to be done. By rigorously analyzing the meaning of prudence in theory and practice, the course strives to instill in students a standard of measure for evaluating statesmanship and a disposition to emulate the best rather than the worst examples of it, refracted through the particulars of circumstances unique to each time and place.

MPP 675. Contemporary Issues in American Foreign Policy (3)

This course will address some of the fundamental choices and range of alternatives the United States faces in world politics: its relationships with Europe, American foreign policy in the Far and Middle East, and divergent perspectives on how to address the rise of China. The course also will investigate contending perspectives on the proper role in American foreign policy for international organization and the rule of law. Finally, the course will consider the ethical dimensions of American foreign policy, particularly contending perspectives on how best to strike a balance between ideals and self-interest.

MPP 676. Public Diplomacy in a Global Context (3)

In contrast with diplomacy—which usually takes place behind closed doors—public diplomacy is foreign policy through engagement with foreign publics. How do governments cultivate public opinion in other countries? How do diplomats communicate in order to advance their country's foreign policy? This course will examine the history, issues, and practices of public diplomacy. Students will help break new ground by researching the role, structure, and integration of public diplomacy within the policy realm in other countries.

STATE AND LOCAL POLICY

MPP 680. Regional Policies: Southern California as World Microcosm (3)

This course will review a brief history of Southern California followed by a survey of its contemporary social, cultural, political, and economic profile. Attention will be given to its rich and variegated ethnic makeup and the ways in which these groups enrich and renew the region. Attention also will be given to the unique challenges and opportunities presented to those charged with governing in such an area.

MPP 681. Policies Past and Present: The History and Wealth of Cities (3)

This course uses historical and analytical studies of the regional development which has attended the growth of the great cities of the world to consider lessons to be learned from the past to inform needed policies. It gives attention to the management of the unique challenges presented by such new considerations as technology, rapid travel, global communication, transient citizens, and cultural diversity.

MPP 682. Policy Relationships of State and Local Government (3)

This is a study of state and local governments in the United States and the public policy debate which seeks to define their relationship in the 21st century. Emphasis is on the role of states and localities in the American political system, state policy making, and the government of urban areas. Special attention is given to reengineering and entrepreneurship, privatization, and other current local policy themes.

MPP 685. The Financing of Local and Regional Government (3)

This course considers the sources of financing for local and regional government; the relationship between these bodies on the one hand and the state and federal government on the other; service provision policies; privatization of public services; and issues related to taxation, budgets, and investments.

MPP 686. Permissions, Development, and the Environment (3)

This course studies the proper role of government in efficient and constitutional land use, the permitting process, and the governing bodies which play a role in these policies. Examples of how the effective coordination of various governing agencies can provide “one-stop” permissioning will be studied.

MPP 687. Seminar in Regional Policies (Selected Topics) (3)

This course will consider different regional issues from year to year. It will involve students in cutting-edge policies while they are in the formative stage and consider tradeoffs between the common good and the rights of the individual as well as the relationship with state and federal governments and the private sector. Upon the approval of the faculty of the School of Public Policy, an upper-division or graduate-level course from one of the other schools at Pepperdine University may be taken in place of this course. This requires a written proposal submitted to the Office of the Dean four weeks in advance of the start of the term in which the course will be taken, and the student must be in good academic standing, free of probation.

MPP 688. Leadership through Public Engagement (3)

One of the fastest growing fields in state and local governance is known variously as public engagement, deliberative democracy, or democratic governance. Founded on the central premise of gaining input on difficult public policy issues from non-elected, “everyday” citizens, several different methodologies of deriving these opinions have been developed over the last three decades. With its expanding popularity have come critiques of deliberative democracy from respected conservative and liberal political

thinkers. These attacks range from the Constitutional to the philosophical to the practical and address such questions as whether it is legal for unelected citizens to make policy decisions in a representative democracy, if they can be expected to formulate solutions to extremely complex public policy problems, and how these deliberative bodies will be chosen. This seminar-style course will allow students to analyze and wrestle with the philosophical underpinnings of this extremely exciting field, study the various deliberative democracy formats in the state and local context through case studies and direct discussions with some of the current practitioners, and develop resources vital to understanding the central question of any democratic republic: What is the role of the citizen?

MPP 689. Children, Families, and Communities (3)

This course will study state, county, and local policies related to the family, particularly those policies that target at-risk youth, multi-challenged communities, and families. Students will examine child and family service systems—including the healthcare, education, social services, housing, child welfare, and probation systems—as well as study larger and more current issues related to family policy. This course will consider the impacts that intersecting federal, state, and local policies and programs have on the ability to nurture children, strengthen families, and stabilize at-risk communities, with a special focus on how systems of support for children, families, and communities can be designed, implemented, and improved.

DISPUTE RESOLUTION

MPP 618. Seminar in Dispute Resolution in Public Policy (3)

The theory and practice of alternative dispute resolution—negotiation, mediation, and arbitration—have burgeoned in the realm of US domestic law. This salutary development has significantly reduced the time and cost of resolving many disputes, often mitigated their severity, and sometimes even fostered genuine cooperation and reconciliation. Mediation and arbitration have a far more ambiguous record for resolving international disputes. This course will examine the role of alternative dispute resolution mechanisms in the realm of public policy from domestic issues to international politics.

JOINT MASTER OF PUBLIC POLICY AND JURIS DOCTOR (MPP/JD)



The Rick J. Caruso School of Law building is nestled on the hillside in Malibu and is home to the joint Juris Doctor and Master of Dispute Resolution programs.

The Master of Public Policy and Juris Doctor (MPP/JD) degree program is a joint degree program between the School of Public Policy and the Rick J. Caruso School of Law. It is designed to strengthen and perfect the preparation of those whose successful leadership depends on a fuller understanding and a stronger skill set for addressing issues of public policy in the practice of law or in the interface between the private business sector and an increasingly complex government presence. Reflecting a Christian commitment to subsidiary and grassroots problem solving within the community, the program addresses the management of nonprofit associations and foundations, understanding that, at times, they may depend heavily on a carefully tended relationship with government or may be expected to provide social services on behalf of the government. The Pepperdine program is unique in recognizing the growing importance of the intermediary institutions between the federal government and the individual as well as the critical role of local, regional, and state government. It further acknowledges the need for domestic and global business to appreciate more fully the implications of public policy, both in the United States and other regions, and how to manage those policies.

The Rick J. Caruso School of Law program is well established and well regarded, blending substantial professional training in both legal substance and method with value-based and theoretical inquiry. The School of Public Policy program draws deeply on this nation's ethical and historic roots. Both programs aspire to train leaders of high competence and insight, who can digest and articulate complex legal and public policy materials in order to both shape and apply public policy in a free society. As the Rick J. Caruso School of Law anchors students in a comprehensive understanding of public and private law, the School of Public Policy further develops the related analytic skills of political economics as well as the managerial skills of organization development and strategy.

The continuous scrutiny and development of the program may result in adjustments to the content, sequencing, and number of courses required during this and future academic years.

The four-year joint MPP/JD degree program requires a total of 116 units: 78 units of law courses (as described in the current Rick J. Caruso School of Law catalog) and 38 units of the public policy curriculum. It thus permits the student to complete in four years what would ordinarily require five years if undertaken separately. Applicants for the joint degree program must apply and be granted admission to both the School of Public Policy and the Rick J. Caruso School of Law. The admission requirements for potential joint MPP/JD students are identical to the admission requirements for the MPP and JD degree programs if pursued separately.

The first year of study is completed exclusively through either the School of Public Policy or the Rick J. Caruso School of Law with the second-year studies taken at the school not enrolled in during the first year. The third and fourth years of the program are completed at the Rick J. Caruso School of Law for three semesters and the School of Public Policy for one semester.

The required 38 units of MPP study and other MPP-related requirements for a joint MPP/JD degree student are as follows:

MPP 600	The Roots of American Order: What Is Public Policy?.....	(4)
MPP 601	Ethical Dimensions of Public Policy: Great Books and Great Ideas	(3)
MPP 602	Applied Economic Analysis of Public Policy I	(3)
MPP 603	Applied Research Methods in Public Policy	(3)
MPP 604	Political, Organizational, and Strategic Aspects of Public Policy Analysis.....	(3)
MPP 605	Applied Economic Analysis of Public Policy II	(3)
MPP 607	Policy Research Seminar (Capstone).....	(4)
MPP 608	Professional Development ¹	(CR/NC)
MPP 699	Policy Internship	(CR/NC)
MPP XXX	School of Public Policy Electives	(15)

Further information on the public policy curriculum may be obtained by contacting the School of Public Policy. Questions regarding the law curriculum should be addressed to the Rick J. Caruso School of Law.

¹Students in the joint MPP/JD program must complete three semesters of MPP 608 Professional Development.



A few of the School of Public Policy scholarship recipients enjoy the Malibu weather.

JOINT MASTER OF PUBLIC POLICY AND MASTER OF BUSINESS ADMINISTRATION (MPP/MBA)



The Graziadio Business School is adjacent to the School of Public Policy on the Drescher Graduate Campus.

The Master of Public Policy and Master of Business Administration (MPP/MBA) degree program is a joint program between the School of Public Policy and the Graziadio Business School full-time program. Pepperdine's philosophy of leadership is one that embraces the highest academic standards guided by sound ethical principles. The joint MPP/MBA degree program provides an enriched leadership experience by focusing on management capabilities, leadership qualities, and a commitment to utilizing the tools of analysis and policy design to effect successful implementation and institutional change.

The Graziadio Business School full-time MBA program is highly regarded for preparing students for leadership roles in an expanding global marketplace. The School of Public Policy program draws deeply on this nation's ethical and historic roots. Both programs aspire to train students who are willing to strive for academic excellence and moral decisiveness and inspired to delve deeply into societal, community, and global issues of management and leadership. As the Graziadio Business School provides students with a comprehensive understanding of global business and management, the School of Public Policy develops analytic skills of political economics. Both schools nurture ethical and managerial skills of organization development and strategy.

The continuous scrutiny and development of the program may result in adjustments to the content, sequencing, and number of courses required during this and future academic years.

The joint MPP/MBA degree program requires a total of 85 units: 38 units of the public policy curriculum and 47 units of business school courses. It thus permits the student to complete in three years what ordinarily would require four years if undertaken separately. Applicants for the joint program must apply and be granted admission to both the School of Public Policy and the Graziadio Business School. The admission requirements for potential joint MPP/MBA degree students are identical to the admission requirements for the MPP and full-time MBA degree programs if pursued separately.

In the first year of study, the student will complete 25 units at the School of Public Policy, including 19 units of core requirements and 6 units of electives. In the second year, the student will complete 32 units at the Graziadio Business School. The third year is devoted to 15 units at the Graziadio Business School and 13 units at the School of Public Policy, including 4 units of core requirements and 9 units of electives.

With the concurrent approval of the deans of the Graziadio Business School and the School of Public Policy, the three-year joint MPP/MBA degree may be pursued by a School of Public Policy student with advanced standing. Admission to the Graziadio Business School would have to be separately granted. In such an event, the first year of business school study would be completed in the second year of the joint degree program. Students in this standing who have successfully completed DESC 618 Applied Data Analytics can take an additional elective at the School of Public Policy in lieu of MPP

603 Applied Research Methods in Public Policy. Students in this standing who have successfully completed ECNM 624 Prices, Profits, and the Market Economy can take an additional economics elective at the School of Public Policy in lieu of MPP 602 Applied Economic Analysis of Public Policy I.¹

Students who complete their first year at the School of Public Policy and successfully complete MPP 602 and 605 Applied Economic Analysis of Public Policy I and II can take an additional elective at the Graziadio Business School in lieu of ECNM 602 Managerial Economics. Similarly, students who complete their first year at the School of Public Policy and successfully complete MPP 603 Applied Research Methods in Public Policy can take an additional elective at the Graziadio Business School in lieu of DESC 618 Applied Data Analytics.

With the concurrent approval of the deans of the Graziadio Business School and the School of Public Policy, the three-year joint MPP/MBA degree also may be pursued by an MBA student with advanced standing. Again, admission to the School of Public Policy would have to be separately granted. In such an event, the School of Public Policy portion of the joint degree program would be completed in the second year of the joint program.

Students in this standing who have successfully completed DESC 618 Applied Data Analytics can take an additional elective at the School of Public Policy in lieu of MPP 603 Applied Research Methods in Public Policy. Students in this standing who have successfully completed ECNM 624 Prices, Profits, and the Market Economy can take an additional economics elective at the School of Public Policy in lieu of MPP 602 Applied Economic Analysis of Public Policy I.¹

The Graziadio Business School provides eight areas of elective concentration: Applied Analytics; Digital Innovation and Information Systems; Dispute Resolution; Entertainment, Media, and Sports Management; Entrepreneurship; Finance; Leadership and Managing Organization Change; and Marketing. In addition, a Certificate for Socially, Environmentally, and Ethically Responsible (SEER) Business Practice is available.

School of Public Policy courses will be taught in compliance with the standards of AACSB International—The Association to Advance Collegiate Schools of Business.

The School of Public Policy offers five specializations: Applied Economic Policy, American Policy and Politics, International Relations and National Security, State and Local Policy, and Dispute Resolution. Students in the joint degree have the option of completing one of these specializations according to the requirements specified in the appropriate sections of this catalog (and receiving recognition of that specialization on their diploma) or, alternatively, graduating without a designated specialization.

¹*This elective course will not count toward a specialization in Applied Economic Policy.*

Students should consult the School of Public Policy and the Graziadio Business School academic catalogs for elective course offerings and course descriptions. Further information on the public policy curriculum may be obtained by contacting the School of Public Policy. Questions regarding the MBA curriculum should be addressed to the Graziadio Business School.

The required 38 units of MPP study and other MPP-related requirements for a joint MPP/MBA student are as follows:

MPP 600	The Roots of American Order: What Is Public Policy?.....	(4)
MPP 601	Ethical Dimensions of Public Policy: Great Books and Great Ideas	(3)
MPP 602	Applied Economic Analysis of Public Policy I	(3)
MPP 603	Applied Research Methods in Public Policy	(3)
MPP 604	Political, Organizational, and Strategic Aspects of Public Policy Analysis.....	(3)
MPP 605	Applied Economic Analysis of Public Policy II	(3)
MPP 607	Policy Research Seminar (Capstone).....	(4)
MPP 608	Professional Development ²	(CR/NC)
MPP 699	Policy Internship	(CR/NC)
MPP XXX	School of Public Policy Electives	(15)

For an entering student admitted to the joint program, studies begun in the School of Public Policy may proceed in accordance with the following outline:

<u>Year 1</u>	<u>Program</u>	<u>Total</u>
Fall Semester	MPP Program	13 units
Spring Semester	MPP Program	12 units
Summer Semester	MPP Internship	0 units
<u>Year 2</u>	<u>Program</u>	<u>Total</u>
Fall Semester	MBA Program	15 units
Spring Semester	MBA Program	17 units
<u>Year 3</u>	<u>Program</u>	<u>Total</u>
Fall Semester	MBA Program	15 units
Spring Semester	MPP Program	13 units
		Total 85 units

²Students in the joint MPP/MBA program must complete three semesters of MPP 608 Professional Development.

JOINT MASTER OF PUBLIC POLICY AND MASTER OF DISPUTE RESOLUTION (MPP/MDR)



The magnificent 830-acre campus, most of which remains in its natural state, is located about an hour outside of Los Angeles.

The Master of Public Policy and Master of Dispute Resolution (MPP/MDR) degree program is a joint program between the School of Public Policy and the Straus Institute for Dispute Resolution of the Rick J. Caruso School of Law.

The Straus Institute for Dispute Resolution program is well established and well regarded, having been recognized for 13 of the last 15 years as the top dispute resolution program in the country by *U.S. News and World Report*. The School of Public Policy program draws deeply on this nation's ethical and historic roots.

The joint MPP/MDR degree program requires a total of 58 units: 20 units in dispute resolution courses and 38 units in public policy. Normally, completing a Master of Dispute Resolution (MDR) and a Master of Public Policy (MPP) separately would require 32 and 50 units, respectively, or a total of 82 units.

Applicants for the joint degree program must apply and be granted admission to both the School of Public Policy and the Straus Institute for Dispute Resolution. The admission requirements for potential joint MPP/MDR degree students are identical to the admission requirements for the MPP and MDR degree programs if pursued separately.

With the concurrent approval of the deans of the Rick J. Caruso School of Law and the School of Public Policy, the joint MPP/MDR degree may be pursued by a School of Public Policy student with advanced standing. Admission to the Straus Institute for Dispute Resolution would have to be separately granted. In addition, with the concurrent approval of the deans of the Rick J. Caruso School of Law and the School of Public Policy, the joint MPP/MDR degree also may be pursued by a Straus Institute for Dispute Resolution student with advanced standing. Admission to the School of Public Policy would have to be separately granted.

The continuous scrutiny and development of the program may result in adjustments to the content, sequencing, and number of courses required during this and future academic years.

All joint MPP/MDR degree students must complete 23 core units and 15 elective units including MPP 618 Seminar in Dispute Resolution in Public Policy, three semesters of MPP 608 Professional Development, and a Policy Internship in the School of Public Policy. In addition, all joint degree students must complete 12 core units, 4 elective units, and the 4-unit MDR externship requirement in the Straus Institute for Dispute Resolution.¹ The detailed requirements for the joint MPP/MDR program are as follows:

¹With prior approval, it may be possible to have a single experience count toward both the MDR externship AND the MPP Policy Internship.

- 1. Completion of all 23 units of the School of Public Policy core courses.
The required core courses are as follows:

MPP 600	The Roots of American Order: What Is Public Policy?.....	(4)
MPP 601	Ethical Dimensions of Public Policy: Great Books and Great Ideas	(3)
MPP 602	Applied Economic Analysis of Public Policy I	(3)
MPP 603	Applied Research Methods in Public Policy	(3)
MPP 604	Political, Organizational, and Strategic Aspects of Public Policy Analysis	(3)
MPP 605	Applied Economic Analysis of Public Policy II	(3)
MPP 607	Policy Research Seminar (Capstone).....	(4)

- 2. Completion of
MPP 618 Seminar in Dispute Resolution in Public Policy..... (3)
- 3. Completion of 12 additional elective units in the School of Public Policy.
- 4. Completion of three semesters of
MPP 608 Professional Development in the School of Public Policy..... (3)
- 5. Completion of 12 core MDR units, consisting of the following required courses:
LAW 1302 Psychology of Conflict Communication..... (2)
LAW 1422 Mediation Theory and Practice

LAW 1492 Negotiation Theory and Practice

LAW 1902 Cross-Cultural Conflict and Dispute Resolution..... (2)

LAW 2942 Introduction to US Law
(for Non-Lawyers and Non-Law Students)..... (2)

Plus one 2-unit arbitration course selected from those courses marked with an asterisk under the course list for the Straus Institute for Dispute Resolution in the Rick J. Caruso School of Law 2020–2021 Academic Catalog.

- 6. Completion of 4 elective units in the MDR program.
- 7. Completion of both an MPP Policy Internship and the 4-unit MDR externship requirement as described in the Rick J. Caruso School of Law catalog. It is possible, with prior approval, for a single experience to count for both the MDR externship requirement and the MPP Policy Internship requirement. The MDR externship and MPP internship must be approved by each respective school.

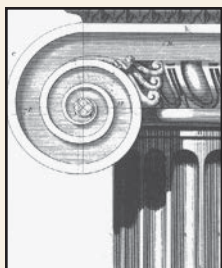
With permission from the associate director of the Straus Institute for Dispute Resolution, a joint MPP/MDR student may enroll in winter intensive MDR sessions.

Further information on the public policy curriculum may be obtained by contacting the School of Public Policy. Questions regarding the dispute resolution curriculum should be addressed to the Straus Institute for Dispute Resolution.



Public policy graduate students living on campus may reside in the Drescher Graduate Campus Apartments.





POLICIES AND PROCEDURES

◀ *The Drescher Graduate Complex includes centers for three graduate schools, the Center for Learning and Technology, and the Villa Graziadio Executive Center.*

ADMISSION INFORMATION



Dean Emeritus James R. Wilburn discusses program requirements with a prospective student.

All policies of the School of Public Policy, both academic and nonacademic, are subject to change within a school year. Therefore, all current policies may not be reflected in the most recent catalog.

Introduction

Pepperdine University seeks students possessing distinctive academic promise, high standards of personal conduct, and a sense of professionalism. Students seeking admission to the School of Public Policy must have received a bachelor's degree from a regionally accredited college or university prior to matriculation.

Only those applicants who show substantial promise of successfully completing the study of public policy are accepted. Students will enter the Pepperdine School of Public Policy with a variety of baccalaureate degrees and professional experiences, exemplifying the school's commitment to interdisciplinary study. The school seeks highly motivated students with a demonstrated commitment to scholarship, an appreciation for human values, and the desire to make a difference in the spheres of influence in which they are preparing to serve.

The School of Public Policy strives to be a diverse academic community—religiously, economically, geographically, ethnically, and culturally. Applicants who may contribute to a diverse community are encouraged to apply.

Applicants are advised that the decision of admission is contingent upon the truthfulness of the information contained in the application files submitted by the applicants and/or persons of their choice, including letters of recommendation. Discovery of false information subsequent to admission is, at the University's discretion, grounds for withdrawal of the offer of admission or for immediate dismissal at any point in the student's course of study. Such dismissal shall result in forfeiture of all charges paid and academic credits earned.

Evaluation of Candidates

Responsibility for evaluation of candidates for admission is vested in the Admission Committee of the School of Public Policy. Upon completion of the file, it is sent to the committee where objective criteria such as the undergraduate grade point average and the standardized admission test scores are carefully evaluated. The next stage is subjective and includes evaluation of the applicant's ability to make a positive contribution to the unique environment of a Christian public policy school, employment experience, community involvement, commitment to high standards of morality and ethics, reasons for wanting to study public policy, and any other relevant subjective information furnished by the applicant.

Diversity

The School of Public Policy seeks to attract students who will bring variety, diversity, and excellence to the study of public policy. In addition to academic performance, admission decisions are based on consideration of other factors that would serve these purposes. These factors include unique professional or service experience, a history of overcoming disadvantage, unusual life experiences, unique cultural experience, racial and ethnic origin, and other qualities that are likely to enrich the learning and living environment at the School of Public Policy and serve the University's mission.

Admission Procedure

Prospective students should apply online by completing the School of Public Policy online application at **publicpolicy.pepperdine.edu/apply**. Deadlines for completed applications and a checklist of admission requirements and potential admission fast-track opportunities can be found online at **publicpolicy.pepperdine.edu/admission/requirements**.

Requirements for admission are as follows:

1. A bachelor's degree with an acceptable grade point average from a regionally accredited four-year college or university is required.
2. Two letters of recommendation are required. Recommendations should be furnished by those individuals who can best assess the applicant's ability to succeed in a school of public policy and should establish the applicant's academic accomplishments, professional skills, and/or commitment to the public sector. When possible, one of the recommendations should be provided by an academic person familiar with the applicant's undergraduate studies and the other from an employer or a professional in a position to judge the applicant's potential for success. Applicants who meet government staffer qualifications must have one recommendation letter from the supervisor of the government office in which they are or were employed. Relatives should not be asked to submit letters of recommendation. Recommenders should mail signed letters of recommendation in stamped envelopes properly addressed to the Pepperdine University School of Public Policy Office of Program Services and Admissions, 24255 Pacific Coast Highway, Malibu, CA 90263-7493. The letters may also be emailed from the recommender's professional email address to **sppadmissions@pepperdine.edu**.
3. Each applicant for admission must take a standardized admission test and submit the official score to the School of Public Policy of Pepperdine University. The Graduate Record Examination (GRE) is the preferred test, although the Graduate Management Admission Test (GMAT) and the Law School Admission Test (LSAT) may be considered. The standardized test requirements may be waived for certain applicants. Applicants are encouraged to contact the Office of Program Services and Admissions for more details. It is recommended that applicants take the applicable test

well in advance of the application process, but not sooner than five years in advance of the year for which the applicant is applying. All official test scores should be sent directly to the Office of Program Services and Admissions from the testing service.

For more information on the GRE, GMAT, or LSAT, contact

GRE

Educational Testing Service

P.O. Box 6000

Princeton, NJ 08541-6000

(609) 771-7670

ets.org/gre

Pepperdine University school code: 4630

GMAT

Graduate Management Admission Council

P.O. Box 2969

Reston, VA 20195

(703) 668-9600

gmac.com

Pepperdine University school code: 37B-Q9-63

LSAT

Law School Admission Council

662 Penn Street

Newtown, PA 18940

(215) 968-1001

lsac.org

Pepperdine University school code: 432.

4. An official transcript should be sent to the School of Public Policy directly from each college or university attended. A final official transcript from the college or university that granted the degree, showing the baccalaureate degree posted and date awarded, is required before attending. Transcripts must be mailed directly by the registrar from the college or university that granted the undergraduate degree and must be sent to the School of Public Policy Office of Program Services and Admissions. All transcripts and documents submitted become the property of the University and are not returnable.

Note to international applicants: The academic records referred to as transcripts should provide a listing, year by year, of all courses taken as well as the grade or mark received for each course and must be signed by the registrar, controller of examinations, or president of the university issuing the document. Official records are to be in the language of instruction, accompanied by official translations in English, if applicable. Translations must bear an original ink signature and seal, as translations alone will not be acceptable. Translations sent directly from the institution are considered official. The grading scale of the institution and the student's rank in class should be included when such information is available.

Secondary school records should not be submitted. Transcripts must bear an official signature in ink of the appropriate official of the institution(s), such as the registrar or recorder of records, and must bear the institutional seal. If the college or university will not provide original official academic documents, exact copies that have been verified as “Certified True Copies” by the appropriate institutional official of each institution which the student has attended should be sent. Uncertified copies are not acceptable.

5. A completed personal statement and one essay on an ethical or moral dilemma should accompany the online application. Essay and statement requirements are outlined on the School of Public Policy website at **publicpolicy.pepperdine.edu/admission/requirements**.
6. A current résumé or curriculum vitae should be included. While work experience is not required for entrance to the Master of Public Policy program, professional experience will be considered as part of the admission process and can greatly strengthen the applicant's profile as a candidate for admission.
7. A minimum score of 600 on the Paper-Based Test (PBT) or 95 on the Internet-Based Test (iBT) for the Test of English as a Foreign Language (TOEFL) is required for applicants whose primary language is not English and who are not graduates of a college or university in the United States. Official scores should be sent directly to the Office of Program Services and Admissions. For test center and test information, visit the TOEFL website at **toefl.org**. The Pepperdine University institution school code is 4630. Applications are not considered complete until the institution receives the TOEFL score. In lieu of the TOEFL score, a score of 7 or better on the International English Language Testing System (IELTS) exam will be accepted. For test center and test information, visit the IELTS website at **ielts.org**. IELTS tests are administered at accredited test centers throughout the world. The IELTS requirement may be waived for certain non-US domestic applicants. International applicants are encouraged to contact the Office of Program Services and Admissions for details.
8. International students who do not hold a permanent resident visa in the United States must submit an International Student Data form to the Office of International Student Services (OISS). Upon acceptance to the program, the International Student Data form may be obtained from the OISS website.

It is the applicant's responsibility to be certain that the Application for Admission is on file by the published deadline. Admission to the Pepperdine University School of Public Policy will not be considered until the application file is complete. Application files are kept confidential and are not provided to any person who does not have a legitimate need to know.

Campus Visits

Prospective students are encouraged to visit the campus and tour the facilities. Whenever possible, a campus visit may include a meeting with a current student and a classroom visit. It is recommended that an appointment be made for a campus visit with the Office of Program Services and Admissions. The School of Public Policy admission staff are available to answer questions and provide information.

Accepting an Offer of Admission

Applicants will be notified of acceptance status only after the application file is complete and the Admission Committee has reviewed the file. Offers of admission to entering first-year students are made only for the fall semester.

The applicant is required to make a nonrefundable deposit of \$400 to the School of Public Policy to accept the offer of admission. Acceptance deposit receipt deadlines will be stated in the offer of admission. For those applicants who matriculate, the acceptance deposit will be applied toward the first semester's tuition.

Deferral

Accepted applicants may defer admission for one year after review and approval from the Office of Program Services and Admissions. Scholarship offers cannot be guaranteed to those applicants who defer admission.

Enrollment Classification and Admission Status

Enrollment in the University in other than Regular Status is not synonymous with admission to a degree program, and permission to enroll does not imply that a student is, or will be, automatically guaranteed the right to continue in a degree program. Students are classified in groups on the basis of their academic preparation and degree objectives.

Regular Status

For admission to Regular Status, applicants must meet the minimal requirements for admission together with any and all requirements specified by the academic program in which the work is to be taken.

Unclassified Status

Students who, for valid reasons, cannot complete the application file before registration may be allowed to enroll as Unclassified Status students. In all cases, the student must have on file a complete Application for Admission and furnish a statement of satisfactory academic standing at the last institution attended. Permission to enroll with Unclassified Status will be determined by the School of Public Policy Office of the Dean. Students may enroll as Unclassified Status for 45 days only, and all applicable finance policies apply. It is the student's responsibility to make certain that

the admission requirements are completed by the end of this period. No amount of credit taken while in Unclassified Status will assure a student of admission. Admission to Pepperdine University will be confirmed by a letter from the assistant dean for admissions and program relations upon completion of the application file. Discovery of false information subsequent to admission is, at the University's discretion, grounds for withdrawal of the offer of admission or for immediate dismissal at any point in the student's course of study. Dismissal shall result in forfeiture of all charges paid and academic credits earned.

Nondegree Status

Students may apply for enrollment in Nondegree Status if they do not wish to pursue a degree or credential but intend to have credits received from the University transferred elsewhere. Coursework taken as a Nondegree Status student is not generally applied to degree programs at the University. Students in this status may not advance register. No amount of coursework taken while in Nondegree Status will assure a student of admission. Requests for permission to enroll in this status should be addressed to the School of Public Policy Office of the Dean.

Other Admission-Related Policies

Transfer Credit

An applicant may file a petition with the Office of the Dean for the approval of transfer units acceptable for graduate-level coursework from a regionally accredited institution or foreign institution as recognized by the Office of International Student Services, provided that the transfer credit meets all equivalency requirements. The School of Public Policy will allow no more than 6 units of approved equivalent graduate-level transferable credit. Transfer credit will be provided only for elective courses. Transfer credit will not be applied to core courses. Students transferring 6 or fewer units of approved credit must complete at least 44 of the required 50 units of study in residence in order to graduate from Pepperdine University School of Public Policy.

Applicants seeking transfer credit prior to admission should file a written petition with the Office of the Dean two weeks in advance of the application deadline. Students in good standing, free of probation, may petition for transfer credit courses taken outside the School of Public Policy and after admission to the School of Public Policy under certain conditions. These petitions must include the course description from the applicable catalog, number of units, duration of course, grade received, and other pertinent information. Students should be aware that a reduction or change in course load may adversely affect scholarship and financial aid.

Transfer credit will be considered for review only after meeting the following guidelines: The coursework must be graduate level and completed at an accredited graduate school, the grade received must be a "B" or better,

the coursework may not be more than five years old at the time of admission to the School of Public Policy, and the coursework must be equivalent and relevant to the current Pepperdine School of Public Policy curriculum.

Credit will not be given for life experience, non-credit extension courses, thesis work, credit by examination, undergraduate coursework, and work or internship experiences.

If approved, the transfer credit will count toward the student's unit requirements for the program, but the grade received will not be factored into the student's Pepperdine grade point average.

Course Challenge

A student may submit a petition to the Office of the Dean to challenge a course. Certain core courses which can be challenged successfully may be substituted upon the approval of the instructor. No course credit will be waived. Students transferring 6 or fewer units of approved credit must complete at least 44 of the required 50 units of study in residence in order to graduate from Pepperdine University School of Public Policy. (For example, should a student successfully challenge MPP 602 Applied Economic Analysis of Public Policy I, that student must take an economics elective in lieu of that course.) Petitions must be submitted by 1 PM on the Friday before the add/drop deadline for the semester in which the course to be challenged is offered.

Readmission

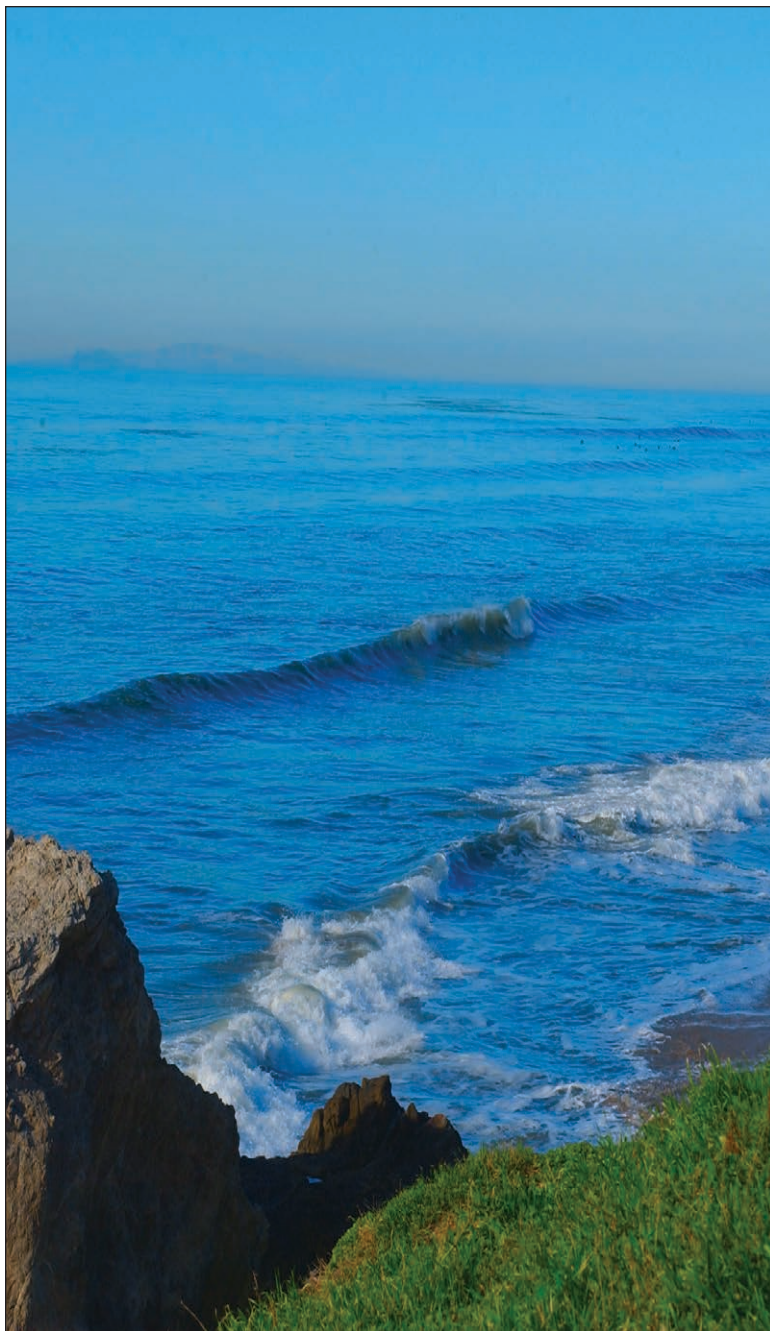
Students who take a leave of absence or withdraw from the School of Public Policy and wish to reapply must send a written notice to the Office of Program Services and Admissions. Applications for readmission must be received seven weeks prior to the start of the semester in which the student wishes to enroll. The GRE, GMAT, or LSAT does not need to be repeated if the scores are not more than five years old. Approved applicants for readmission will be permitted to re-enroll after receiving academic and financial clearance. Students who have been readmitted are subject to fulfillment of all program curriculum changes and degree requirements that have been instituted in their absence. Students must submit official transcripts from any school attended during the absence, whether or not transfer credit is being requested. Original scholarship offers cannot be guaranteed for readmission.

In making a decision about an application for readmission, the following matters are among those considered:

- The academic standing of the student prior to withdrawal.
- The length of time between the withdrawal and application for readmission.
- The reasons for withdrawal.

Withdrawal Because of Military Service

Students in good standing who are required to withdraw because of an involuntary military obligation are entitled to return provided they were in good standing, free of probation, at the time of withdrawal. (See “Involuntary Military Service” under “Academic Policies” in this catalog for more information.)



Malibu's beautiful coastline provides a playground for students' downtime.

FINANCIAL INFORMATION AND AID



The Thornton Administrative Center houses many University employees and offices including the Office of Student Information and Services.

Tuition and fees cover only a portion of the total costs of educating a student at Pepperdine. Because the University is a private, independent institution that does not receive operating support from public funds, gifts from supporters and alumni, grants from supporting foundations, and income from endowments provide both operational and capital funds not provided by student tuition, fees, and other charges.

Current Charges

The following charges are for the academic year beginning August 2020. Pepperdine University reserves the right to adjust the charges at any time before the charges are incurred by the student. Charges may be expected to increase on an annual basis as higher education continues to experience cost increases.

General Charges

Application for Admission (nonrefundable).....	\$50
Acceptance deposit (nonrefundable) ¹	\$400

Tuition and Fees

Per semester (9–14 units).....	\$20,760
Per unit (fewer than 9 units and more than 14 units).....	\$1,680
Workshop (one-time fee).....	\$475

Room Charges

Housing prepayment ²	\$500
Room only, single, per semester ³	\$8,000

Other Charges (Nonrefundable)

Late registration fee.....	\$150
Withdrawal fee.....	\$150
Class audit fee, per class.....	\$250
Course challenge fee.....	\$250
Official transcript fee, per copy.....	\$5
Two-payment option service charge ⁴	\$25
Three-payment option service charge ⁵	\$50

¹All first-year students must submit this deposit to guarantee the right to register. This deposit will be credited toward tuition charges upon enrollment.

²Required of all new students to reserve a space in campus housing. The prepayment will be credited toward room charges upon occupancy.

³Room charges for one semester. Fall housing contracts are for two semesters, the fall and spring semesters.

⁴Students who are eligible for and choose to use the two-payment option will be assessed a \$25 service charge per term, due with the first payment.

⁵Students who are eligible for and choose to use the three-payment option will be assessed a \$50 service charge per term, due with the first payment.

Finance charge (per day) ⁶	0.027%
Returned check charge	\$25

Typical Student Budget for Nine Months, 2020–2021

Single Student

Tuition (two semesters).....	\$41,520
Workshop (one-time fee).....	\$475
Books/supplies (estimated)	\$1,000
Room and board	\$19,150
Transportation	\$2,000
Miscellaneous personal ⁷	\$7,000
Loan fees	\$560
TOTAL	\$71,705

Payment Policies

The student is responsible for the payment of any outstanding balance on their student account. All tuition, fees, room, and board charges are due by the first day after the add/drop period of the term unless the student is eligible for and has chosen one of the installment payment options listed in the following section. Students who register after the due date are required to pay at the time of registration. Registration and confirmation of class assignments are not complete until financial clearance is received, indicating full or partial payment in accordance with the payment policies described in this section.

The online student account serves as the official student bill and will reflect the charges, credits, amounts due, and specific due dates. Students have the responsibility to view their student account online for their account balance due and to make the appropriate arrangements for payment to be received in the Office of Student Accounts by the due date. Finance charges will accrue daily on charges not paid by the due date. To avoid these charges, the Office of Student Accounts must receive the payment by the due date.

In the event that the student fails to attend class or leaves the University for any reason, the student must formally withdraw through the School of Public Policy Office of the Dean and the Office of Student Information and Services. In addition, withdrawing students must contact the School of Public Policy Office of Program Services and Admissions and the Housing

⁶A 0.027 percent per day delinquency charge (liquidated damages under Cal. Civ. Code §1671b) is applicable to all delinquent balances. The imposition of such a delinquency charge does not constitute an agreement to forebear collection of the delinquent account.

⁷This amount includes \$4,154.00 for students who elect to enroll in the University health insurance plan. Students who enroll in SHIP for the fall term will automatically roll over to spring/summer enrollment. These students have the option to waive the spring/summer SHIP through the AHP Insurance Dashboard at www2.academichealthplans.com/school/323.html between November 15, 2020 and February 1, 2021.

and Residence Life Office, if applicable. Failure to complete this withdrawal process will result in continued obligation for tuition and other charges.

In compliance with the Family Educational Rights and Privacy Act (FERPA), students who wish to grant parents, spouses, and/or third parties access to their student account information or to allow the parent, spouse, or third party the ability to make an online payment must grant the person access to this information and payment link by completing the “Guest Access” link on the student’s WaveNet account.

How to Pay

The University will accept the following forms of payment in addition to financial aid and loans toward a student account balance: cash, checks (must be drawn on a US bank in US dollars), and wire payments (contact the Office of Student Accounts for information about where to send payment).

Paper checks should be made payable to Pepperdine University and must include the student’s name and University-issued identification number. These checks can be dropped off at OneStop or the Office of Student Accounts (located at the Rick J. Caurso School of Law) or mailed directly to the University:

Pepperdine University
Office of Student Accounts
24255 Pacific Coast Highway
Malibu, CA 90263-7999

Books and supplies may be purchased at the University bookstores with cash, personal check, or credit card. Personal spending or off-campus housing money designated for the student cannot be deposited in the student’s Pepperdine account and must be given directly to the student or deposited in a personal bank account.

A fee will be assessed for each returned check or eCheck. Repeated occurrences of returned checks will necessitate that all future payments be made in cash, cashier’s check, or wire transfer.

eCheck payments may be made online by clicking the “Make a Payment” link located in the Student Center in WaveNet. Transaction fees are not charged for making eCheck payments online.

Payments in excess of the amounts due to the University may be rejected and returned to the payor. Students are responsible for accurate and timely payments. Any overpayment amounts accepted by the University may be refunded at the end of the term with the student’s written request. A \$50 processing fee will be deducted from the amount of the refund.

The School of Public Policy Office of Student Accounts may be contacted at (310) 506-4981.

Penalties on Delinquent Balances

Paper bills are not produced. The amount due for each term is available by viewing the online student account, which reflects the charges, credits,

amounts due, and specific due dates for each term. Students are responsible to view their online student account for their balance due and to make appropriate arrangements for payment to be received by the due date. Finance charges will accrue daily on any past due balances.

Add/Drop Policy

Students may change courses only during the add/drop period. Students registered for fewer than 9 units who subsequently add units that bring their total unit load to 9 to 14 units must pay the flat-rate amount. If units are added that result in additional charges being due, the charges must be paid at the time of the change or be handled in accordance with the installment payment options. Students who drop units within the flat-rate range (9–14) are not eligible for a refund. Students are responsible for dropping any class that is cancelled but may add another class in its place.

Advance Registration

Any continuing student whose account is current and has not previously been subject to collection will be permitted to advance register without payment for the future term until the designated due date. Students who do not comply with payment policies or whose accounts have previously been subject to collection will be required to pay for all future term charges in advance to being allowed to register for that term.

In the event that a student advance registers but subsequently fails to attend a class, the student should formally withdraw through the Office of Student Information and Services to avoid continued obligation for tuition and term fees, which will accrue finance charges if not paid. The \$150 withdrawal fee will be applied to the accounts of students who advance register and do not attend class.

The University reserves the right to cancel the course registration for any student who advance registers for a subsequent semester but fails to clear their student account balance of any outstanding charges by the end of the preceding semester.

Security Interest in Student Records

Outstanding balances on a student account, or defaulting on other financial obligations with the University by the student, will prevent the student from registering for classes and will result in the University not publishing the student's grades for the last term in attendance on their transcripts.

Additionally, degrees and/or certificates will not be conferred nor posted on the student's transcript until all University obligations (academic, financial, and otherwise) are fulfilled.

To the extent not prohibited by law, if a student defaults on payment of their Pepperdine student loan and/or has an outstanding student account balance, all other records, with the exception of academic transcripts, will

be withheld until the student either brings the loan to current status or pays off the account balance. Every student with a loan must complete an exit interview with the Office of Financial Assistance before their student records will be released.

Each student also agrees to pay all costs of collection upon default, including, but not limited to, collection agency fees, attorney fees, and location services.

Payment Options

The University offers several payment options for students to pay their tuition, room, and board charges.

Simple Payment Option

The balance of the student's account is due in full by the first day after the add/drop period of the term. Finance charges will be assessed for each payment that is late.

Installment Payment Options (Two-Payment Option or Three-Payment Option)

If the student's account has not previously been in default, that student will be permitted to pay the remaining charges for tuition, room, and board, after deduction of any financial aid, in installments as described in this section. Finance charges will be assessed daily for each installment payment that is late. The privilege of using one of the installment payment options will be revoked upon any installment payment becoming delinquent. Students who do not comply with payment policies or whose account has previously been subject to collection will be required to pay all charges prior to future registrations and advance registrations.

The installment payment option is not applicable for the summer term. Registration for the summer term requires payment of all charges on or before the designated due date for that term.

Two-Payment Option

Remaining tuition, room, and board charges, after deduction of any financial aid, are divided into two equal installments to be paid according to the schedule in this section. All other charges are due on or before the due date listed on the student's online account. A nonrefundable \$25 service charge per term will be added to the student account and due with the first payment.

For Fall and Spring Terms

First installment due on or before: First day after the add/drop period for the term

Second installment due on or before: 30 calendar days from the first installment payment due date

Three-Payment Option

Remaining tuition, room, and board charges remaining, after deduction of any financial aid, are divided into three equal installments to be paid according to the schedule in this section. All other charges are due on or before the due date listed on the student’s online account. A nonrefundable \$50 service charge per term will be added to the student account and due with the first payment.

For Fall and Spring Terms

- First installment due on or before: First day after the add/drop period for the term
- Second installment due on or before: 30 calendar days from the first installment payment due date
- Third installment due on or before: 30 calendar days from the second installment payment due date

Refund Policies

University operating expenses and student charges are planned on an annual basis. The refund policies have been established in recognition of both the University’s advance commitment to operating expenses and a spirit of fairness for students who find it necessary to discontinue the use of University services.

Tuition

Consideration for refund of tuition requires written notice from the student to the School of Public Policy and the Office of Student Information and Services of the student’s intention to drop a course or withdraw from the University. The date of the email notification from the student’s Pepperdine email account or the postmark date is the effective date for determining the refund amount according to the schedule below.

Students may drop classes without tuition penalty during the add/drop period only; however, students who withdraw from all classes after the initial registration and through the last day of the add/drop period for the term will be charged a \$150 withdrawal fee. Students withdrawing from courses after the add/drop period are subject to the partial refund policies listed below. Students should consult the “Academic Calendar” in this catalog for the deadline for withdrawal with a grade of “W.”

Through the add/drop period.....	100% less \$150
During the third week*.....	75%
During the fourth week*.....	50%
Through the seventh week*.....	25%
After the seventh week*.....	0%

*A week is a calendar week in which any School of Public Policy class is scheduled.

Room and Board

Students are financially responsible for the room charges for the entire contractual period once they have checked into the apartment complex.

Students who leave campus to participate in a Pepperdine international program or graduate from Pepperdine University will be released from this contract without penalty.

All other requests to obtain release from this contract must be submitted in writing to the Housing and Residence Life Office. Students should be advised that contract releases are rarely granted. Any contract cancelled following check-in, as a result of an approved petition, will result in a \$250 cancellation fee assessed to the student's account. Students who move off campus without approval from the Housing and Residence Life Office are responsible for the remainder of the contracted room charges and, if applicable, board charges for the full contractual period.

The cancellation fee schedules are as follows:

New graduate student

No Show	\$500
Cancellation before July 1	No Penalty
Cancellation on or after July 1	\$250
Cancellation on or after July 15	\$500

Returning graduate student

No Show	\$500
Cancellation before April 21	No Penalty
Cancellation on or after April 21	\$250
Cancellation on or after May 1	\$500
Cancellation on or after June 1	\$600
Cancellation on or after July 1	\$700
Cancellation on or after August 1	\$800

All housing cancellations must be made in writing to the Housing and Residence Life Office. Email is acceptable and can be sent to **housing@pepperdine.edu**. Students should refer to their housing contracts for clarification of these policies.

Students are permitted to either purchase a meal plan or have Waves Cash added to their identification card that can be used in any dining facility on campus. Contact the Housing and Residence Life Office or Dining Services for more details.

Other Charges

All other fees and charges are nonrefundable unless specifically stated otherwise in this catalog.

Overpayment Refunds

Payments in excess of the amounts due the University may be rejected and returned to the payor. Students are responsible for accurate and timely

payments. Any overpayment amounts accepted by the University may be refunded at the end of the term with the student's written request. A \$50 processing fee will be deducted from the amount of the refund.

Refunds of Student Account Credit Balance

Credit balances resulting from financial aid will be processed automatically after the add/drop period ends. Refunds will be issued through direct deposit, which means the funds will be sent directly to a student-designated bank account once the refund is processed. Students can sign up online with their bank information. Students who do not sign up for direct deposit will be issued a check that will be mailed to the local address the student provided in WaveNet.

To receive a refund for any other nonfinancial aid-related credit balance remaining on the student's account after all charges and credits have been processed, the student must make a request for a refund, either in writing through a Pepperdine email account or in person through the Office of Student Accounts.

Refund payments of credit balances will not be made until funds have cleared the bank and are showing on the student's account; this includes credits from loan funds, checks, and dropped courses. If the credit includes a payment by check, there is a 10-day waiting period before the funds may be returned.

Students should consult the Office of Program Services and Admissions concerning the effect of withdrawal or change in course load on financial aid. The student must pay all charges owed at the time of withdrawal or dismissal. Refund of Title IV funds awarded to the student will be paid back to the federal fund program at the time of withdrawal, drop, or dismissal in accordance with federal guidelines.

Financial Aid

Financial aid is available to students who are enrolled or planning to enroll and are United States citizens or permanent residents. Pepperdine University participates in federally administered student aid programs.

Graduate students are eligible to participate in the Direct Unsubsidized Loan program. Students must submit the 2020–2021 Free Application for Federal Student Aid (FAFSA) along with other required documents. Students should apply as early as possible but not before October 1 of the preceding year. Electronic filing is strongly recommended. It is recommended that students submit their federal and state income tax returns prior to submitting the FAFSA. For more information, visit fafsa.gov. In addition, all students considering federal loans are required to complete loan entrance counseling online prior to receiving any funds.

Financial Aid Eligibility

The financial aid eligibility amount is determined by subtracting the student's expected family contribution from the cost of attendance.

Determining Financial Need

Financial need is determined based upon the information provided on the FAFSA and need analysis. The need analysis formula is termed the federal methodology and is applied as set forth by the Department of Education each year. The federal methodology was passed by Congress under the Reauthorization of the Higher Education Act of 1965 as amended by the Higher Education Amendments of 1992 and 2008.

Electronic Financial Aid Eligibility Notification

Once the Office of Program Services and Admissions receives the electronically transmitted FAFSA information from the federal processor, each student who has been admitted to the School of Public Policy is reviewed for financial aid eligibility. The Office of Program Services and Admissions offers financial aid packages that include scholarships, Federal Work-Study, Direct Loans, and/or Direct PLUS Loans for graduate students. Alternative loans may be offered if all federal loans have been exhausted and loan amounts do not exceed the cost of attendance. All financial aid eligibility notifications total the full cost of attendance. The financial aid eligibility notification serves as a listing of all of the financial aid that is being offered to the student. Students are responsible for reviewing the financial aid eligibility notification that can be found in WaveNet and accepting the amounts of aid desired.

Expected Family Contribution

The expected family contribution (EFC) is the amount that the student is expected to contribute toward their educational costs. The EFC is federally regulated and is established by the income, asset, and household information provided on the FAFSA. All graduate and professional school students are considered independent for financial aid need analysis purposes. Therefore, students are not required to report parental information on the FAFSA.

Loan History

Graduates can locate their prior and current federal loans by accessing the National Student Loan Data System (NSLDS) at nslds.ed.gov/npas/index.htm. This website has information on federal loan amounts, outstanding loan balances, loan statuses, and disbursements. In order to access student records on the NSLDS website, students will need to provide their Social Security number, the first two letters of their last name, date of birth, and FAFSA PIN. The US Department of Education provides graduates with a disclosure statement and a repayment schedule that defines the repayment terms of their loans.

Funds are distributed in two equal disbursements and are sent to the school electronically and deposited into the student's account upon verification of

enrollment for each semester covered by the loan. Any credit balance will be refunded to the student within the first two weeks of the start of each semester.

Many students rely on federal government loans to finance their education. These loans have low interest rates and do not require credit checks or collateral, with the exception of the Federal PLUS Loan for graduate students. Federal loans also provide a variety of deferment options and extended repayment.

The federal loan for students is called the Direct Loan and is administered by the William D. Ford Federal Direct Student Loan Program, which provides funding by the US government directly to students and their parents.

Federal law requires both entrance and exit counseling for these federal loans.

Budget Control Act of 2011

The Budget Control Act of 2011, effective July 1, 2012, eliminates the in-school interest subsidy for graduate and professional students and the partial loan origination fee rebate. However, as a Direct Loan repayment incentive, an interest rate reduction may be provided to borrowers who agree to automatically debit electronic payments.

Federal Direct Unsubsidized Loans

The US Department of Education is the lender administering the William D. Ford Federal Direct Student Loan (Direct Loan) Program. Under this program, graduate students may borrow a maximum amount of \$20,500 of Federal Direct Unsubsidized Loans per academic year, with a maximum aggregate total of \$138,500 for all undergraduate and graduate loans of which a maximum of \$65,500 is in subsidized loans. If enrolled in an eligible program at least half-time, borrowers may defer payment of the principal and pay the interest only or may defer payment and have the interest charges added to the principal balance (capitalized).

These loans must be coordinated with other aid and cannot exceed the total annual education costs.

With an unsubsidized loan, the student will be responsible for paying the interest that accrues during school, grace, and deferment periods. The student is not required to pay the interest while in school at least half-time. If the student chooses not to make interest payments while in school, the interest will be “capitalized,” which means that the lender will add the accrued interest to the principal balance of the loan. Future payments will be based on both the principal (original amount borrowed) plus any capitalized interest.

Federal law requires both entrance and exit counseling for this loan along with a signed master promissory note.

Federal Student Loan Interest Rates and Origination Fees

There is a loan origination fee deducted proportionately from each loan disbursement. The fee goes to the government to help reduce the cost of the loans. Also, students who do not make their loan payments when scheduled

may be charged collection costs and late fees. As of August 2013, H.R. 1911: Bipartisan Student Loan Certainty Act of 2013 ties government-backed student loan interest rates to the 10-year Treasury note. All Direct Loans except Direct Consolidation Loans are “variable-fixed” loans, meaning students will receive a new market-based rate with each new loan taken in subsequent school years, but that rate is fixed for the life of each loan. The interest rate cap for Federal Direct Unsubsidized Loans is 4.30 percent.

For current interest rates, please refer to studentaid.ed.gov/sa/types/loans/interest-rates.

New Interest Rate Cap for Military Members

The interest rate on a borrower's loan may be changed to 4.30 percent during the borrower's active-duty military service. This applies to both Family Federal Education Loan and Direct Loan programs. Additionally, this law applies to borrowers in military service as of August 14, 2008.

The borrower must contact the creditor (loan holder) in writing to request the interest rate adjustment and provide a copy of the borrower's military orders.

In addition, no interest accrues (for a period of no more than 60 months) on Direct Loans disbursed on or after October 1, 2008, for eligible military borrowers while serving on active duty or performing qualifying National Guard duty during a war or other military operation or other emergency and serving in areas of hostilities qualifying for special pay.

Direct PLUS Loan for Graduate Students

The Direct PLUS Loan for graduate students is a federal loan designed to assist graduate and professional students who are United States citizens or eligible non-citizens. Students may borrow the amount equal to the cost of attendance less all other financial aid. Students who are enrolled at least half-time are eligible for an in-school deferment on the principal balance of the loan. The Direct PLUS Loan is credit based, but the government does not factor debt-to-income ratio; therefore, more students may be approved for the Direct PLUS Loan as opposed to private loans. The Direct PLUS Loan has the same repayment, deferment, forbearance, and cancellation provisions as the Direct Loan program. The Direct PLUS Loan may be consolidated with other federal loans. Federal law requires both entrance and exit counseling for this loan.

Direct PLUS Loan Interest Rates and Origination Fees

The interest rate cap for the Direct PLUS Loan is 5.30 percent. For current interest rates, please refer to studentaid.ed.gov/sa/types/loans/interest-rates.

Grace Period

There is no grace period for Direct PLUS Loans—the repayment period for a Direct PLUS Loan begins on the day after the final loan disbursement is made. However, graduate or professional student Direct PLUS Loan borrowers can defer repayment while enrolled in school at least half-time and for Direct PLUS Loans first disbursed on or after July 1, 2008, for an additional six months after students graduate or drop below half-time enrollment.

Students should remember that if they choose to defer payment on a Direct PLUS Loan, any interest that accumulates during the deferment period will be added to the unpaid principal amount of the loan. This is called “capitalization,” and it increases the debt because borrowers have to pay interest on this higher principal balance.

Return of Federal Funds

Financial aid programs managed by the federal government are called Title IV funds and include the Federal Direct Unsubsidized Loan and Graduate PLUS Loan. Title IV funds are awarded with the understanding that the student will attend school for the entire period for which the assistance was offered. However, should students need to take a leave of absence or withdraw, they may no longer be eligible for the full amount of Title IV funds awarded to them. Federal law requires that the Financial Aid Office determine at what point Title IV funds will cease to be made available once the students’ enrollment has ended, and any unearned funds will be returned to the federal financial aid program.

The federal government provides financial aid offices with a schedule that is used to determine how much of the Title IV funds students have earned if they take a leave of absence or withdraw.

The Financial Aid Office will determine what amount will be returned to the federal program based on the date the student notifies their academic advisor or program administrator that they wish to withdraw, thus beginning the withdrawal process. If students have completed 60 percent or less of a given term, the Financial Aid Office uses the schedule provided by the federal government to determine the refund. If students have completed more than 60 percent of a term, they are considered to have earned 100 percent of their Title IV funds for that term.

Federal funds are returned in the following order: Federal Direct Unsubsidized Stafford, Federal Graduate PLUS loans. Additional information regarding return of financial aid funds may be obtained from the Financial Aid Office.

Alternative Loans

Alternative loans are private loans through lending institutions that are not part of the federal government loan programs. Alternative loans are generally more expensive than federal government-guaranteed loans and do not offer as many benefits. Alternative loans should be used only when all other options have been exhausted. Alternative loans are similar to any other credit-based loan, except that borrowers typically are allowed to defer the principal and pay only the monthly interest while the student is in school. Currently there are a limited number of lenders that offer these loans. It is the student’s responsibility to compare the loan terms of each lender.

Federal Work-Study Program

The Federal Work-Study Program is a need-based, financial aid student employment program. The student works in exchange for pay. This is a financial aid award that affects other aid eligibility.

The Federal Work-Study Program was established to provide opportunities for part-time employment in order to meet a portion of the cost of education. Funds are used to pay a portion of the wages of enrolled students, with the work-study employer making up the difference. All students who wish to participate in the Federal Work-Study Program must agree to the terms, responsibilities, and policies that relate to this program.

Eligible students must be enrolled at least half-time at Pepperdine University School of Public Policy. The student must be Federal Work-Study eligible as required by the US Department of Justice, Immigration, and Naturalization Service. In addition, a Federal Work-Study allocation must be awarded and will appear on the electronic eligibility notification. Students may check with the Office of Program Services and Admissions if they are unsure about their eligibility.

Outside Resources

Any outside resources such as Americorp, grants, scholarships, Veterans Benefits Administration, educational loans, fellowships, and assistantships must be reported to the Office of Program Services and Admissions as they may affect financial aid eligibility. Note: Any outside resources in addition to Federal Work-Study, scholarship, and loans may not exceed cost of attendance.

Satisfactory Academic Progress Policy

Federal regulations require financial aid recipients to maintain satisfactory academic progress (SAP). To obtain and retain financial aid funding, students must maintain SAP and proceed toward successful and timely completion of all applicable degree requirements. (See “Standards and Measurements of Achievement” and “Time Limit” under “Academic Policies” in this catalog for more information.)

Qualitative Standard

The qualitative standard is based on the student’s grade point average and is determined by the program’s “Standards and Measurements of Achievement.”

Quantitative Standard

Students must maintain an enrollment of at least 6 units per term to be eligible for financial aid as a full-time student. All degree requirements must be completed within the time limit as set forth by the program. The quantitative standard is determined based on the number of terms attended, regardless of aid, and is subject to verification by the school financial aid officer.

Failure to Maintain Satisfactory Academic Progress

Academic progress is evaluated at the end of each semester. Failure to meet any SAP requirements results in a financial aid warning for the future term. Students who do not meet all SAP requirements at the end of the academic financial aid warning period will lose their eligibility to receive financial aid.

Regaining Eligibility

To regain financial aid eligibility after the financial aid warning period, students must appeal, in writing, to the assistant dean for admissions and program relations. The appeal must explain the reasons that led to SAP failure and the changes that will allow the student to meet SAP in the future, including supporting documentation. If the appeal is granted, the student will be placed on SAP financial aid probation and will have one semester to meet the SAP requirements set for the probation period.

Scholarships

The Pepperdine University School of Public Policy awards a number of scholarships each year. These awards are made available through endowed funds, gifts from supporters and alumni, and allocation of University general funds (see partial list in this section). The Scholarship Committee awards scholarships based on merit and academic and professional experience as well as standardized test scores.

To be considered for scholarship funds, students must indicate a desire for scholarship consideration on the Application for Admission. Awards are made throughout the admission cycle as admission decisions are made.

Any scholarship recipient must agree to the terms and conditions as set forth on the School of Public Policy website and adhere to the following guidelines:

1. The scholarship provided for each term requires that the student maintain a full load of 12–13 units of coursework in the Master of Public Policy program. If circumstances should require a reduced course load, the scholarship amount would be reduced proportionately.
2. The student understands and agrees with University policy that the full award for any term will be rescinded in the event the student withdraws or is dismissed during that semester or fails to maintain a cumulative grade point average of at least 3.0 or higher, depending on the scholarship requirements. The student subsequently assumes full financial responsibility for tuition and fees as prescribed by this catalog.
3. The student understands that once the scholarship is rescinded, it will not be reinstated.
4. Certain information may be released to parties outside of the University who are providing scholarship assistance to Pepperdine students. The directory information released may include the student's name, address, hometown, and academic major.

5. Students agree to keep the scholarship amounts awarded to them by the Scholarship Committee confidential and will not share this information with classmates.
6. Students agree to abide by the terms of the scholarship, which may require a typewritten letter of appreciation or meeting with the donor for the scholarship.
7. For students who qualify for Veterans Benefits Administration benefits including, but not limited to, the Montgomery GI Bill or the Yellow Ribbon program, the scholarship offered may not exceed the cost of attendance.

Students can expect that the scholarship award per semester will remain effective the entire time they are enrolled in good standing in the Master of Public Policy program and all requirements and/or scholarship restrictions are met. Academic probation or other disciplinary action will jeopardize the student's award. Students who fail to meet academic or scholarship requirements may have their scholarships rescinded.

Laszlo and Milka Ambrus Endowed Scholarship

The Laszlo and Milka Ambrus Endowed Scholarship was established for students pursuing a degree at the School of Public Policy who are in good standing in all areas of the University.

Associated Women for Pepperdine School of Public Policy Scholarship

Associated Women for Pepperdine is a group of Church of Christ women who raise funds each year to assist deserving students who are members of the Church of Christ. Recipients will be selected on the basis of financial need, merit, character, and church membership.

William S. and Gay Banowsky Endowed Scholarship

Established by Lew O. Ward and supported by a circle of friends, the William S. and Gay Banowsky Endowed Scholarship provides grants to students pursuing a Master of Public Policy degree at the School of Public Policy who are in good standing in all areas of the University.

Bob and Amy Clark Endowed Scholarship

The Bob and Amy Clark Endowed Scholarship was established for students pursuing a degree at the School of Public Policy who are in good standing in all areas of the University.

Dr. Frank W. and Mrs. Sherry R. Cornell Endowed Scholarship

The Dr. Frank W. and Mrs. Sherry R. Cornell Endowed Scholarship is restricted to students with financial need who are pursuing a Master of Public Policy degree at the School of Public Policy, with preference given to Catholic students. If no Catholic students are available, the scholarship shall be given to Christian students. The scholarship provides support to one or more students with financial need who are in good standing in all areas of the University.

Joseph and Farima Czyzyk Endowed Fellowship Fund

The Joseph and Farima Czyzyk Endowed Fellowship Fund is to be used for students who are enrolled at Pepperdine University's School of Public

Policy and studying at the Washington, DC, campus. The scholarship is to be used for tuition and, at the discretion of the dean of the School of Public Policy, other attendant needs. Recipients must be in good standing in all areas of the University.

Sally H. Edwards Endowed Scholarship Fund

The Sally H. Edwards Endowed Scholarship Fund was established in honor of Bert and Mildred Lefevre and provides support for students, with a preference given to those students from Hawaii.

Lynn and Foster Friess Endowed Scholarship

Established by a gift from the National Christian Foundation Giving Fund on behalf of Foster and Lynn Friess and the Friess Family Foundation, the Lynn and Foster Friess Endowed Scholarship shall be restricted to qualified School of Public Policy students who have evidenced leadership based on the principles embedded in the Declaration of Independence and the Constitution of the United States.

Fritz Endowed Scholarship in Public Policy

Established by Lynn C. Fritz, founder of the Fritz Institute, the Fritz Endowed Scholarship in Public Policy provides support for students who are pursuing a Master of Public Policy degree at the School of Public Policy, with preference given to those pursuing an International Relations and National Security specialization.

Linda M. Gage AWP Endowed Scholarship

Established in 2010 by Jerry and Kay Cox honoring the memory of Pepperdine Regent Linda M. Gage, the Linda M. Gage AWP Endowed Scholarship is restricted to Church of Christ students with financial need who are pursuing a degree at Pepperdine. Recipients must be in good standing in all areas of the University.

Bertha and John Garabedian Charitable Foundation Endowed Scholarship

The Bertha and John Garabedian Charitable Foundation Endowed Scholarship Fund provides assistance to qualified public policy students from Fresno, Kings, Madera, or Tulare counties in California.

Endowed Jewish Scholarship Fund

The Endowed Jewish Scholarship Fund provides assistance to Jewish students in good academic standing who are pursuing a degree at the School of Public Policy.

Peter and Veronica Johnson Endowed Scholarship

The Peter and Veronica Johnson Endowed Scholarship provides support to students with financial need who are highly qualified applicants to the School of Public Policy and remain in good standing in all areas of the University.

Russell and Colene Johnson Endowed Scholarship

The Russell and Colene Johnson Endowed Scholarship was established for students pursuing a degree at the School of Public Policy who are in good standing in all areas of the University.

Thomas P. Kemp Endowed Scholarship

Established in 2006 as a memorial legacy to Pepperdine Regent Thomas P. Kemp, the Thomas P. Kemp Endowed Scholarship assists students at the School of Public Policy.

Lieberman/Wexler Foundation Scholarship

The Lieberman/Wexler Foundation Scholarship was established for students pursuing a degree at the School of Public Policy who are in good standing in all areas of the University.

Maldonado Family Endowed Fund

Established in 2011 by a gift from Ernest and Mary Maldonado, the Maldonado Family Endowed Fund shall be used at the discretion of the dean of the School of Public Policy to fund merit scholarships, student internships, faculty research, fellowships, and other programs and initiatives of strategic importance to the School of Public Policy in the fields of intelligence, national and homeland security, criminal justice, and enforcement.

William and Nancy Mortensen Endowed Minority Scholarship

The William and Nancy Mortensen Endowed Minority Scholarship will provide scholarship assistance to minority students in good academic standing.

Mike E. O'Neal Endowed Scholarship Fund

Established by Peter Cheung and Fred Prager, the Mike E. O'Neal Endowed Scholarship Fund was created to aid deserving School of Public Policy students.

Jason and Olena Pates Endowed Scholarship

The Jason and Olena Pates Endowed Scholarship was established for students pursuing a degree at the School of Public Policy who are in good standing in all areas of the University.

Pete and Gina Peterson Endowed Scholarship

The Pete and Gina Peterson Endowed Scholarship was established for students pursuing a degree at the School of Public Policy who are in good standing in all areas of the University.

Walter and Nancy Poser Endowed Scholarship

The Walter and Nancy Poser Endowed Scholarship was established for students pursuing a degree at the School of Public Policy who are in good standing in all areas of the University.

Allen and Marilyn Puckett Endowed Scholarship

The Allen and Marilyn Puckett Endowed Scholarship was established to provide support for students at the School of Public Policy who are in good standing in all areas of the University.

S. A. Enlightenment Scholarship

The S. A. Enlightenment Scholarship was established with a gift from the S. A. Enlightenment Foundation to provide scholarship support for students from predominantly Muslim countries.

Marilyn Dunton Simpson Endowed Scholarship

Established by Marilyn Dunton Simpson in 2009, the Marilyn Dunton Simpson Endowed Scholarship provides support for students at the School of Public Policy who are in good standing in all areas of the University.

Maurice H. Stans Endowed Scholarship

Established in 1999 by the Stans Trust, the Maurice H. Stans Endowed Scholarship was created to provide support for African American students—anyone born or adopted into the designated lineal ancestry who is not a minor.

Stans Family Foundation Endowed Scholarship

Established in 2012, the Stans Family Foundation Endowed Scholarship was created to provide support to students pursuing a degree at the School of Public Policy, with preference given to students who hold a license as a certified public accountant and/or hold a degree in accounting or a related field who are in good standing in all areas of the University.

Terralynn and Earl Swift Endowed Scholarship

Established in 2006 by Terralynn and Earl Swift, the Terralynn and Earl Swift Endowed Scholarship was created to provide assistance to students interested in studying how people from diverse cultures might discover common values in the context of global interdependency.

Flora L. Thornton Endowed Scholarship

Established by Flora L. Thornton in 2009, the Flora L. Thornton Endowed Scholarship is a merit-based academic scholarship for students at the School of Public Policy with demonstrated leadership potential who are in good standing in all areas of the University.

Lydell Ward Endowed Scholarship

Established by School of Public Policy Board of Advisors member Beti Ward, the Lydell Ward Endowed Scholarship is awarded to qualified female students pursuing a Master of Public Policy degree.

Michael and Cheryl Warder Endowed Scholarship Fund

The Michael and Cheryl Warder Endowed Scholarship Fund was established for students pursuing a degree at the School of Public Policy who are in good standing in all areas of the University and who are either current members of any of the six United States Armed Forces or honorably discharged from one of them.

J. McDonald and Judy Williams School of Public Policy Scholarship

Established by J. McDonald and Judy Williams in 1999, the J. McDonald and Judy Williams School of Public Policy Scholarship is designed to assist deserving School of Public Policy students who are members of the Church of Christ.

Graduate Assistantships and Research Assistantships

Typically, students will use work-study funds to work as graduate or research assistants. A limited number of graduate assistantships and research

assistantships are available each year to students interested in working with faculty or administration in the School of Public Policy. Special consideration is given to students having completed one year with the School of Public Policy. Students must be in good academic standing, free of probation, to be considered or to maintain eligibility.

Veterans Information

Information regarding aid for veterans from the State of California may be obtained from

California Department of Veterans Affairs
P.O. Box 942895
Sacramento, CA 94295-0001
(800) 952-5626
(800) 324-5966 (TDD)
(800) 221-8998 (outside of California)

General Information

Further inquiries regarding financial aid should be directed to

Office of Program Services and Admissions
School of Public Policy
Pepperdine University
24255 Pacific Coast Highway
Malibu, CA 90263-7493
(310) 506-7493
publicpolicy.pepperdine.edu/admission/financial-aid

ACADEMIC POLICIES



Students celebrate graduation at Alumni Park on the Malibu campus.

The policies in this section apply to all School of Public Policy students. It is the responsibility of the student to be familiar with and to complete the requirements for the degree being sought. The staff of Pepperdine University will assist each student, but it is the student who must ensure that all degree requirements have been completed in the manner outlined in this catalog.

Academic Course Load

The Master of Public Policy requires 50 units of coursework for two academic years (four semesters). The first year comprises primarily core courses and provides a foundation for the student's specialization courses, most of which are taken in the second year. A student can take a maximum of seven consecutive years to complete the program. A student may not take more than 13 units of coursework in a semester without petitioning to and being granted approval from the Office of the Dean (a minimum 3.5 grade point average is required). Should a student, for any reason, reduce their academic course load at the School of Public Policy, scholarship funds and financial aid will be adjusted proportionately.

Academic Credit

Academic credit at the School of Public Policy is granted in terms of semester units. One semester unit represents one hour of in-class time for each week of a semester. For all Pepperdine programs, including, but not limited to, the undergraduate, master's, juris doctorate, and doctoral levels, for each credit hour (unit) granted, students must have successfully met the academic requirements with an amount of work represented in intended learning outcomes and verified by evidence of student achievement that reasonably approximates not less than

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately 15 weeks for one semester or trimester or the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work as required in paragraph 1 of this definition for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

The above policy is applicable to all courses offered, regardless of the mode of delivery and/or session length (e.g., full-term length, weekend mode, abbreviated term, face-to-face, hybrid, online, etc.).

Add/Drop Policy

Students may add or drop courses through the second week of the semester. (Consult the "Academic Calendar" in this catalog for exact dates.) Refunds for courses that are dropped within the add/drop period will be calculated

based on the date the student drops the course. Requests for course changes will not be accepted by telephone or in class. Students are responsible to register themselves for classes before the add/drop deadline. Students who are waitlisted for a course should attend that course but should also note that attendance does not guarantee enrollment. Additions to a course with a waitlist will be considered only with written approval of faculty before the add/drop deadline. (Consult “Refund Policies” in the “Financial Information” section of this catalog.)

Americans with Disabilities Act Compliance

Pepperdine University complies with the Americans with Disabilities Act (ADA), section 504 of the Rehabilitation Act, and state and local regulations regarding students and applicants with disabilities. Pursuant to these laws, no qualified individual with a disability, or those regarded as having a disability, shall unlawfully be denied access to or participation in any services, programs, or activities of Pepperdine University.

In carrying out this policy, the University recognizes that disabilities include mobility, sensory, health, psychological, and learning disabilities. It is the University’s intent to provide reasonable accommodations to qualified individuals with disabilities. It is unable, however, to make accommodations that are unduly burdensome or that fundamentally alter the nature of the service, program, or activity.

Disability Defined

A disability is a physical or mental impairment that substantially limits one or more of the major life activities of the individual.

1. Major life activities: normal functions such as caring for one’s self, performing manual tasks, walking, seeing, hearing, speaking, breathing, eating, standing, bending, reading, concentrating, thinking, communicating, learning, and working. It also includes operation of major bodily functions, such as the immune system, normal cell growth, digestive, bowel, bladder, brain, respiratory, circulatory, endocrine, and reproductive functions.
2. Physical impairment: any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: neurological, musculoskeletal, special sense organs, respiratory and speech organs, cardiovascular, reproductive, digestive, genitourinary, hemic and lymphatic, skin, and endocrine.
3. Mental impairment: any mental or psychological disorder such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities.
4. Learning disabilities: a generic term that refers to a heterogeneous group of disorders manifested by significant difficulties in the acquisition and

use of listening, speaking, reading, writing, reasoning, or mathematical abilities.

Admission of Students with Disabilities

The University will make admission decisions using criteria that do not consider an individual's disability, but rather the student's individual qualifications to meet the essential elements of the program, service, or activity being offered, assuming incorporation or use of the proper academic adjustment and/or auxiliary aids, if necessary. The University believes that this carries out the intent of the Americans with Disabilities Act and section 504 of the Rehabilitation Act.

Students with disabilities desiring to enroll in any program, service, or activity of Pepperdine University must be able to meet the minimal standards of both the University and the particular school, program, service, or activity to which admission is sought.

The University does not engage in any affirmative action programs for students with disabilities, nor does it consider a student's disability in evaluating admission criteria. It is, of course, within the student's discretion to inform the respective school's Admission Committee of a disability if they wish. If this choice is made, the University will not discriminate against the student on the basis of the disability and will make reasonable accommodations, when necessary.

Students Requesting Accommodations

Students with disabilities may request accommodations at any time. However, the University must have time to review and approve the request before making accommodations. In addition, some accommodations take more time to provide than others. Therefore, students are encouraged to contact the Office of Student Accessibility (OSA) as soon as possible after they have filed their intent to enroll with the University. A staff member will assist the student in understanding the process for putting together a disability-related documentation packet for review and will set up an intake interview for the student with a director (or their designee) in order to assess the student's needs. The documentation should be sent to the OSA either by email, fax, or regular mail as soon as possible before the student's first semester of enrollment at Pepperdine. A student should not assume that the University knows any information about their disability because it was included in the student's Application for Admission. If the student does not have documentation or if the documentation is insufficient, an OSA staff member can refer the student to an appropriate professional for evaluation.

Students requesting accommodations must provide documentation from a qualified professional verifying their disability. The opinions and recommendations of a qualified professional will be considered in developing a suitable accommodation plan. A temporary impairment (e.g., a broken bone) is a disability only if its severity is such that it results in a substantial limitation of one or more major life activities for an extended period of time.

Whether a temporary impairment is substantial enough to be a disability must be determined on a case-by-case basis, taking into consideration the duration (or expected duration) of the impairment, the extent to which it actually limits a major life activity, and the assessment of a qualified professional.

Physical and mental disabilities: A student with a disability must provide verification certified by a licensed physician, audiologist, speech pathologist, physical therapist, rehabilitation counselor, or other professional healthcare provider who is qualified in the diagnosis of the disability. The verification must reflect the student's present level of functioning of the major life activity affected by the impairment. The cost of obtaining the professional verification shall be incurred by the student.

Learning disabilities: A student with a learning disability must provide professional testing and evaluation results which reflect the individual's present level of processing information and present achievement level. Documentation verifying the learning disability must be prepared by a professional qualified to diagnose a learning disability including, but not limited to, a licensed physician or learning disability specialist. This documentation should be no more than three years old.

If the initial verification is incomplete or inadequate to determine the present extent of the disability and necessary accommodations, the University shall have the discretion to require a supplemental assessment of the disability. If the University requires an additional assessment for purposes of obtaining a second opinion, then the University shall bear any costs not covered by any third-party payor.

Implementation of Approved Accommodations

An OSA director has the responsibility to review each student's documentation conscientiously and diligently in carefully considering the student's request for accommodation. When a director has completed the evaluation and has determined that the student's disability has a current functional impact on their academic work or ability to participate in Pepperdine's programs, the director will work with the student to determine what accommodations are reasonable and appropriate. The OSA staff will also assist the student with the necessary paperwork required to request services.

In situations where a faculty member objects to providing a University-approved accommodation, such accommodation will be provided to the student until a final decision has been reached by an OSA director on the faculty member's objection. The OSA will consider the student's disability-related needs, the nature of the approved accommodation, the basis for the faculty member's objection, whether the accommodation would alter or waive essential academic requirements or constitute a fundamental alteration, and whether an effective alternative accommodation is available. No faculty member may unilaterally usurp the duties and obligations of the OSA including, but not limited to, making determinations as to whether a student

has a disability, the extent of a student's disability, or the appropriateness of an approved accommodation.

Disability Accommodation Complaint and Appeal Procedure

In the event that there is a disagreement between the student and the University regarding the outcome of the OSA director's evaluation of the student's request for disability accommodation(s) (including whether the student is a qualified individual with a disability, the adequacy of the student's documentation regarding the student's disability, and decisions regarding the student's academic adjustment or auxiliary aid, including denial of requested and/or approved services) and the student is not able to successfully resolve the disagreement informally with the OSA director, the student may submit a written complaint to the Office of the Provost. This written complaint should be submitted as soon as possible after the student knows of the subject problem. The complaint should specify the University policy, procedure, or norm violated and specifically set forth all relevant factual details (including relevant supporting documentation). A student may elect to withdraw a complaint at any time; however, the University reserves the right to investigate all complaints where necessary to protect the interests of the University community.

The associate provost (or their designee) shall serve as the grievance officer concerning student complaints regarding the OSA director's evaluation of requests for disability accommodation(s). The provost (or their designee) will serve as the reviewing officer if the student wishes to request an appeal of the grievance officer's decision. The grievance officer will have the necessary training and expertise concerning (1) the student's disability, (2) the applicable University policies and procedures, (3) the applicable legal standards, and (4) the appropriate methods for resolution, including the scope of remedies available to the student, or shall seek consultation as necessary and appropriate (which information can be obtained through consultation with the OSA).

The grievance officer shall read the complaint, all relevant records or other factual information, and all University policies and procedures as may be necessary to determine whether the student's complaint warrants implementing the remainder of the procedures outlined below. If, for example, the allegations in the complaint, even if true, would not constitute a violation of a University policy, procedure, or norm, then the grievance officer should inform the student in writing that the student's complaint is not subject to the Disability Accommodation Complaint and Appeal Procedure.

If the grievance officer determines that the complaint does warrant further investigation and consideration, then the grievance officer will initiate a reasonable investigation into the matter. The scope of any investigation shall be in the sole discretion of the grievance officer. The investigation may include, but is not limited to, meeting with the parties, talking with witnesses, and reviewing any supporting documents. If the grievance officer

desires, they may appoint an ad hoc committee to assist in the investigation of the complaint and/or for advice concerning the handling of this matter. In such instances, the ad hoc committee should have the necessary training or expertise to investigate the complaint and offer advice on the handling of the matter.

Within 10 business days of receipt of the written complaint, the grievance officer shall make a decision by a preponderance of the evidence based on the written complaint and any other information the grievance officer determines is relevant. The decision shall be in writing and consist of factual findings, conclusions, and a remedy if one is appropriate. The grievance officer will provide a copy of the decision to the student and the OSA director.

The student may submit a written request for appeal to the provost (“reviewing officer”) within three business days from the date of the grievance officer’s decision. The request for appeal must specifically set forth all grounds for appeal. The reviewing officer shall be limited to addressing only the following questions:

- Did the grievance officer consider all the important and appropriate facts in the investigation of this matter?
- Did the student prove by a “preponderance of the evidence” (that is, more likely than not) that the OSA director’s evaluation of the student’s request for disability accommodation(s) violated a University policy, procedure, or norm or otherwise engaged in any unlawful or illegal activity?
- Was the process carried out in a fair manner?
- Was the decision one that a reasonable person might have made?
- Was the grievance officer biased?

Within six business days from the date of receipt of the written appeal, the reviewing officer shall make a final decision based on the written complaint, the grievance officer’s written decision, and the written request for appeal. The decision of the reviewing officer shall be final. The reviewing officer will provide a copy of the final decision to the student, the grievance officer, and the OSA director.

All written decisions made and materials produced in connection with a grievance conducted under this procedure shall be retained by the Office of the Provost for seven years after graduation.

Students Desiring Additional Information

Students and applicants who desire information beyond what is written in University publications may contact the Office of Student Accessibility. If after contacting this office there remains a desire for additional information, students may contact the University’s equal employment opportunity officer.

Authority

This policy was adopted from Title III of the Americans with Disabilities Act, 42 U.S.C.A. § 12181 et seq. (1993), 28 C.F.R. § 36.101 et seq.; The National Joint Committee on Learning Disabilities, *Journal of Learning Disabilities*, Volume 22, Number 2, February 1987, pages 109–112; and The University of Houston Law Center Handbook for Students and Applicants with Disabilities, August, 1993.

Notice of Updated Privacy Practices

Pepperdine University respects that the privacy of students' personal health information (PHI) is important to them. Therefore, effective August 1, 2014, the University has updated its Notice of Privacy Practices (NPP). This NPP describes the collection, maintenance, and use of students' PHI in the course of the University's business operations.

Students may obtain a copy by contacting the Pepperdine University department where they last received care. Students may also view the updated NPP at pepperdine.edu/about/administration/provost/content/policies/hipaa-manual.pdf.

Auditing a Course

Current School of Public Policy students may audit certain courses with the consent of the instructor and the Office of the Dean, space permitting and with a cumulative grade point average of 3.5 or better. An audited course appears on the student's academic record as an "AUD," but no grade is assigned. Degree requirements cannot be met through auditing. Students are not permitted to challenge any course for credit or earn academic credit for any course that has been audited previously. Persons who audit courses only for a term are considered visitors during that particular term. If a person does not have an active student record for an established academic plan, they must first be admitted with a Nondegree Status.

Alumni of Pepperdine University, members of the community, and students of Pepperdine University in schools outside the School of Public Policy may audit certain courses with the consent of the instructor and the Office of the Dean, space permitting.

Course audits are limited to one course per semester with a limit of two total audited courses during the program. Course audits are subject to a \$250 fee per course audited. In some instances, core courses may not be audited due to class size or to prevent disruption of the cohesiveness within a group of students.

Auditors may attend and observe class discussions but should not expect to participate in class discussions, group or individual projects, or related academic activities. The auditor will not take exams, give presentations, or take up any class or professor resources.

The faculty member reserves the right to drop or withdraw an auditor for non-attendance or at their discretion. Refer to the “Academic Calendar” in this catalog for drop and withdrawal dates. Refunds are not given for course audits.

Class Attendance

Attendance at every class and workshop meeting is expected of each student. Any exceptions to this rule must be made by the instructor, who is responsible for keeping attendance records. Attendance at the first class meeting is mandatory. Faculty may drop a student who does not attend the first class session.

Continuation of Academic Programs

Pepperdine University reserves the right to modify or discontinue any academic offering or degree program when demand falls below reasonable levels. In such cases, the University will make reasonable efforts to allow current students to complete the program or will assist in their transfer to other acceptable programs or institutions.

Course Numbering System

Graduate courses are numbered from 600–699. These courses are open to graduate students only.

Cross-Registration

Students who are not admitted to an established Pepperdine joint degree program may still enroll for a limited number of courses in the University’s other four schools. Permission must be given by both the appropriate associate dean or designated administrator of the other school and the instructor of the course. Students should also have the permission of their academic advisor to ensure that the course taken will apply to their degree program. Students must complete the Cross-Registration Enrollment form and may enroll only if space is available in the course.

Tuition for cross-registered courses will be charged to each Pepperdine school under the following guidelines:

1. **Courses Taken in a Joint Degree Program**

Students admitted to University-established joint degree programs (e.g., JD/MBA, JD/MPP, MBA/MDR, JD/MDiv) that are designed to yield degrees from more than one of Pepperdine’s schools will be charged the tuition rate of the school in which the student is carrying the greater number of units in that particular term. For example, a student enrolled in 12 units in the Rick J. Caruso School of Law (CSOL) and 4 units in the School of Public Policy (SPP), and where the units count toward the

corresponding degrees (12 toward the JD and 4 toward the MPP), would be charged the CSOL normal flat-rate tuition. In cases where the number of units is equal between the two schools, the lower tuition rate will be charged.

Students admitted to University-established joint degree programs that are designed to yield more than one degree from within only one school (e.g., JD/MDR, both granted by the Rick J. Caruso School of Law) will be charged according to that school's tuition rate structure. At the CSOL, for instance, students enrolled in the JD/MDR program are required to earn 88 units for their JD degree and 32 units for the MDR degree. As part of the joint degree program, JD/MDR students are permitted to count 14 LAW units toward fulfilling their MDR requirements, leaving 18 additional MDR units to be earned to complete their MDR requirements. Accordingly, JD/MDR students will be charged according to the normal rules for the 88 LAW units but will be charged on a per-unit basis for the additional 18 units needed for the MDR degree. For example, a JD/MDR student enrolled in 12 LAW units and 4 MDR units will be charged a flat rate for the LAW units and charged additionally for the 4 units of MDR tuition. Two charges will appear on the student account for their portion of the tuition revenue.

Student Charges for Joint Degree Programs

When the student is only being charged tuition at the rate of the school where they are carrying the greater number of units for that term but is enrolled in a course or courses at both schools during the same term, the tuition will be posted prior to the end of the 0 percent refund period as a single charge on the student account. When the 0 percent refund period is in effect, the tuition charge will be prorated based on the number of units the student is taking, excluding "W" graded units. The student account will then reflect two separate charges, one for each school, as per the proration. The total amount of tuition charged will remain the same. (For example, a student enrolled in 14 CSOL units and 4 Graziadio Business School units would be charged 14/18 of the CSOL tuition rate with the CSOL tuition code and 4/18 of the CSOL tuition rate with the Graziadio Business School tuition code.)

2. Courses Taken as Requirements for Two Separate Degrees

When students pursue non-joint degrees and, upon completion, receive two or more separate degrees, they receive no unit reduction benefit. Tuition will reflect applicable tuition rates for each school attended.

3. Courses taken outside of the student's primary school to fulfill degree requirements or for elective or enrichment purposes (not including courses taken as part of an approved joint degree program) fall under the University's Tuition-Sharing program. For example, a student who enrolls in 14 units at CSOL and 4 units at Seaver, regardless of whether or not the Seaver units apply to the CSOL degree, would be charged the CSOL flat rate (10–18 units).

Tuition Sharing is a student benefit, applicable only during the fall and spring terms, which allows students to enroll in any course at any Pepperdine school while paying flat-rate tuition at one of the five schools. For the summer term, tuition will be charged at the respective rates applicable to the courses taken. Students must complete the Cross-Registration Enrollment form and may enroll only if space is available in the course. Students must receive approval from their primary “sending” school to seek permission to enroll in a course at any other Pepperdine “receiving” school. The student will be charged the flat-rate tuition of their primary school for all units enrolled in the term. (If the total number of units taken for the term does not allow a student to pay flat-rate tuition at their primary Pepperdine school, then tuition will be charged per unit, respective of tuition rates applicable to each course taken.)

While this policy assumes that flat-rate tuition is set at a maximum of 18 units for all schools offering the flat rate, the flat-rate maximum for the School of Public Policy is 14 units. The applicable tuition rate is for ALL units taken in a particular term. The same school charging the flat rate will additionally charge the student the per-unit rate for all units that exceed the maximum units. Students taking courses at the School of Public Policy should plan for tuition to be adjusted according to the 14-unit maximum with additional units at the per-unit rate.

Approval Process

1. The student begins the registration process by seeking permission from the primary school of enrollment to take classes outside of the established schedule of classes being offered by that school. It is incumbent upon the person granting permission to ensure that the course or courses requested will properly fulfill the academic requirements for the student's current degree.
2. Each school has the sole responsibility for registration for its own classes. Deans or other administrators cannot enroll students in classes that are not directly under their jurisdiction.
3. A designated administrator or associate dean for each school will grant students permission to cross-register. The designated representative at the “sending” school will be in contact with the designated administrator at the “receiving” school to set up the proper approvals. At no time during the requesting process should the “sending” school contact the “receiving” school's professor directly.

Enrollment Restrictions

1. Each school's associate dean or designated administrator has the right to limit the number of cross-registering students in any given class.
2. The associate dean or designated administrator of each school has the right to control the total number of units of “secondary enrollment” to or from that school.

3. Cross-registered courses will be considered transferred courses and will count toward the total number of units a student may transfer in from other schools.

Enrollment Verification

Enrollment verification will not be processed by the Office of Student Information and Services until a student is officially registered. Future enrollment will not be verified. To obtain enrollment verification, send a written request, or the appropriate enrollment verification form(s), to the Office of Student Information and Services on the Malibu campus. The request must include the specific semester(s) of enrollment to be verified. Please do not mail verification requests prior to the first week of the semester. Additional information may be found at pepperdine.edu/registrar/verifications/enrollmenthistory.htm.

Full-Time and Part-Time Student Status

Full-time enrollment is defined as 6 units and above per semester and half-time status as lower than 6 units per semester. This information is essential to the student who is receiving financial aid and is unable to maintain continuous enrollment for loan deferment purposes.

Grading at the Professional School Level

The quality of achievement in a course is measured as follows: For graduate students, “A” indicates superior work, “B” indicates average or satisfactory work, and “C” is the lowest acceptable grade.

A	(4.0) indicates outstanding achievement
A-	(3.7)
B+	(3.3)
B	(3.0) indicates average or satisfactory achievement
B-	(2.7)
C+	(2.3)
C	(2.0) indicates below-average performance
C-	(1.7)
D+	(1.3)
D	(1.0) indicates serious deficiency
D-	(0.7)
F	(0.0) indicates failure

A “W” indicates a withdrawal from a course in good standing. A “WF,” withdraw failing, is recorded in cases where withdrawal has been approved for a student not doing passing work in the course. It is calculated as an “F” in the grade point average. A “WM” indicates withdrawal due to military service. A “WP” is withdrawal with special permission based upon the instructor’s indication of the student’s academic status at the time of withdrawal.

For the internship, students receive the grade of “CR” (credit) in the event of acceptable work or “NC” (no credit) in the event of unacceptable work. Where a grade of “CR” is given, no grade point value is assigned. A grade of “CR” is assigned to indicate work equivalent to “A” or “B” and “NC” indicates “C” or lower. Credit/no credit grades are not computed in the overall grade point average.

A grade of “I,” indicating incomplete work, is assigned to a student who has attended class but who, because of an emergency in the last quarter of the term, fails to complete the final examination or other assigned coursework. All such courses must be completed within one semester from the date the grade of “I” is assigned. Failure to complete the course by the deadline will result in a grade of “F.” A time period of less than one semester may be assigned at the instructor’s request. If a student cannot complete the work in the semester (because of illness or other extenuating circumstances), the student may, with the instructor’s approval, file a petition for an extension with the Office of the Dean. This petition must be signed by the instructor and filed before the end of the semester.

Intent to Graduate

To graduate, students must apply online by the deadline printed in the “Academic Calendar” in this catalog for the semester in which they plan to graduate.

Students shall not be allowed to participate in the commencement exercises if they have not completed all requirements for the degree, which includes completion of the compulsory internship.

Attendance at the graduation exercises is expected. Students who cannot attend graduation must notify the Office of the Dean at least two weeks prior to the graduation date.

All financial obligations with the library, Student Health Center, and Office of Student Accounts must be cleared prior to graduation.

Involuntary Military Service

Students who are involuntarily called to active military duty may withdraw from courses and the University at any time during the term. Transcripts will be coded as “WM” (withdrawal due to military service) for withdrawals that occur after the add/drop period. The student will receive a 100 percent tuition refund. No withdrawal fees will be charged.

If the involuntary withdrawal occurs during the period of a term where the grade of “I,” indicating incomplete work, could be granted, students may request a grade of “I” (incomplete) from the professor. All appropriate rules for incomplete courses apply, with one exception: If the student is still on active duty when the expiration date to complete the course and remove the

“I” (incomplete) occurs, the grade will default to “WM” (rather than “F”) and a full refund will be made to the student.

Furthermore, once students complete their involuntary tours of duty, upon request, Pepperdine will readmit them within the first 12 months following completion of their tours of duty without requiring them to reapply to the University. The students’ tours of duty time will not count as part of the time limit set for degree completion. Pepperdine will readmit service members with the same academic status they had when they last attended the school or were accepted for admission to the school. This requirement applies to any student who cannot attend school due to military service. Students must notify the school of their military service and intention to return to school as follows:

- Notification of military service: The student (or an appropriate officer of the armed forces or official of the Department of Defense) must give oral or written notice of such service to the school as far in advance as is reasonable under the circumstances.
- Notification of intent to return to school: Students must also give oral or written notice of their intent to return to the school within three years after the completion of the period of service.

Along with a letter of intent of withdrawal, students must submit a copy of their military orders. For readmission, students must submit a copy of their discharge papers along with a request for readmission.

A student’s readmission rights terminate in the case of a dishonorable or bad-conduct discharge, general court-martial, federal or state prison sentence, or other reasons as described in 34 CFR 668.18(h) federal regulations. For additional information, please contact the Veterans Affairs Office at (310) 506-7999.

Leave of Absence

Students may petition for a leave of absence, with the approval of the Office of the Dean. A student must officially request a leave of absence in writing before the end of the add/drop period of a term; otherwise, it is considered a withdrawal. To apply for a leave of absence, a letter must be submitted to the Office of the Dean indicating the reason for the request. A leave of absence will be granted only under extenuating circumstances. Students may be granted a leave of absence for up to one year. Time spent on a leave of absence (for a maximum total of one year) is not considered part of the time limit for degree completion. For financial aid purposes, an approved leave of absence may not exceed 180 days in any given 12-month period. If a student does not return from an approved leave of absence, the grace period of their loans will retroactively begin as of the start date of the leave of absence.

Medical and Mental Health Emergencies and Withdrawals

Introduction

Pepperdine University cares deeply about the physical and mental health of its students. Therefore, health and counseling services are available on campus. At times, however, a student may experience such extreme medical or psychological conditions that the ability to function successfully or safely in the role of a student is significantly impaired. Students are encouraged to prioritize their health and safety and take steps toward recovery, even if academic progress must be delayed. The University will support student-initiated self-care plans and/or initiate actions that consider the welfare of the individual student and the University community.

Student Care Team

The vice president for student life has appointed a Student Care Team (SCT) to meet regularly to address student needs. One of the goals of the team is to provide a safety net for students to ensure their academic and interpersonal success. Anyone in the Pepperdine community may identify students to this team who may be experiencing problems or encountering obstacles, setbacks, or challenges to their success and retention at Pepperdine. Sometimes there is a crisis or a situation discovered by concerned others and brought to the attention of the University. In such circumstances, the vice president, in consultation with the SCT, will determine what, if any, role the University may need to take to assure the health and safety of a student or the University community.

The SCT is chaired by the associate vice president for student life and deputy Title IX coordinator. Members include representatives from OneStop, Housing and Residence Life, commuter students, and the Counseling Center. Depending on the emergency or concern, the chair may include other members on the team (e.g., director of the Student Health Center, director of the Office of Student Accessibility, associate dean of student affairs for community standards).

Student situations that might be considered by the SCT include, but are not limited to, the following:

- Acute decline in physical health.
- Suicidal threat, intent, and/or behavior; self-injurious behavior.
- Destructive, threatening, or other disruptive behavior.
- Drug and alcohol abuse, including overdose or misuse of over-the-counter or prescription medications.
- Eating disorders which are not responding to treatment and/or are posing safety concerns.

- Any physical or mental health problem that points to possible imminent or foreseeable danger to oneself or another member of the University community or requires intensive monitoring to prevent such danger.

In responding to these situations, the SCT reserves the right to determine the appropriate response including, but not limited to, the following options:

1. Allow the student to remain in school but require a specific mental health or physical health evaluation within a certain period of time (typically 10 days). The student may be referred to the Student Health Center, Counseling Center, and/or off-campus options (e.g., licensed mental or physical healthcare providers, eating disorder or substance abuse programs, or hospitals). The student will be responsible for any cost incurred by the evaluation and/or treatment. In the interest of gaining a better understanding of the student's ability to function in the University community, the University may require the student to sign appropriate release forms allowing designated Pepperdine staff to consult with the evaluating and/or treating clinicians serving the student. Based on the evaluation results, the SCT will determine appropriate next steps, including the possibility of allowing the student to remain on campus if a commitment is made to the recommended treatment plan.
2. Invoke a medical interim restriction, encourage a voluntary medical withdrawal, or invoke an involuntary medical withdrawal (see below).
3. Notify the student's parents and appropriate University officials (e.g., the student's professors, Office of Student Information and Services) about a mental or physical health or safety emergency. Note: University notifications will respect confidentiality and will share limited information on a need-to-know basis only.

All requirements and conditions determined by the SCT will be outlined in writing in a letter from the chair, delivered or mailed to the student.

Procedures

Medical Interim Restriction

The SCT may invoke a medical interim restriction upon a student's medical or psychological hospitalization, an emergency, or during a medical evaluation period. Students who are medically restricted for any health reason are temporarily not allowed to participate in any University activities, attend classes, reside in or visit on-campus student housing, and may not be on campus except to attend a meeting or hearing related to their case. This interim period allows time for a student to receive the needed medical and/or psychological care and for all parties to consider an evaluation of readiness to return to the University. The student must follow the clearance procedures listed below before returning. Students who are medically restricted will be notified in writing and will have the opportunity to address the basis for the decision by contacting the vice president for student life.

Voluntary Medical Withdrawal

Students are encouraged to request a voluntary medical withdrawal when they believe their physical or mental health problems are preventing successful engagement in, and completion of, academic coursework; when safety is in question; or when the demands of university life are interfering with the ability to recover from, or adjust to, a significant physical or mental health challenge.

Students interested in pursuing a voluntary medical withdrawal may wish to discuss this option with providers at the Student Health Center or the Counseling Center, or they may independently initiate the process through OneStop. After the voluntary withdrawal is approved, the person is no longer considered a student and must immediately leave campus and, if applicable, officially check out of on-campus housing.

Involuntary Medical Withdrawal

In rare circumstances, the SCT may determine that a student must be involuntarily medically withdrawn. Those who are medically withdrawn for any health reason are not allowed to participate in any University activities, attend classes, reside in or visit on-campus student housing, and may not be on campus except to attend a meeting or hearing related to their case. Examples of situations that might result in an involuntary medical withdrawal include the following:

- Professional evaluations following a medical interim restriction do not support a student's readiness to return.
- A student fails to complete the required assessment during a medical interim restriction.
- A known condition has deteriorated (e.g., a student with an eating disorder), rendering the student to be in possible imminent danger and/or incapable of functioning as a student.

In most cases, these situations can be handled through voluntary medical withdrawals; however, if the student is unwilling to pursue a voluntary withdrawal, the SCT may invoke its right to involuntarily withdraw a student. The SCT will recommend assessment and/or treatment conditions needed to return to Pepperdine. The student must follow the clearance procedures listed below.

If a student believes that a decision for an involuntary medical withdrawal made by the SCT is unreasonable or that the procedures used were unfair, the student may appeal. The appeal must be made in writing to the vice president for student life. Appeals should clarify what facts the student believes were not considered or explain what procedures were unreasonable or unfair. Once notified of the involuntary medical withdrawal, the student has three business days to submit their appeal. The vice president (or designee) will respond in writing to the student's appeal within three days. The response will clarify whether the vice president concludes that all

relevant facts were considered and led to fair and reasonable conclusions. The vice president's (or designee's) decision is final.

Clearance Procedures

Any student who has been placed on a medical interim restriction or an involuntary medical withdrawal will need to complete the following clearance procedures before being allowed to return to the University. The SCT may also require a student who takes a voluntary medical withdrawal to complete the clearance procedures. The following steps are designed to ensure that a health emergency no longer exists and a treatment plan for continuing good health and safety is in place. Note: Depending on the situation, students may complete these procedures on different timelines. Some students may complete these steps within days of the medical interim restriction notice or medical withdrawal, while others may wait several months before pursuing a return to the University.

1. The student must be assessed by an appropriate outside professional, whose opinions will be advisory to the University. The professional, who is selected by the student, must be a licensed psychologist or psychiatrist if evaluating mental health concerns and must be a licensed physician if the evaluation is regarding other medical concerns. Further, all providers must be unrelated to the student and must have specialties or credentials appropriate for the condition of concern (e.g., an eating disorder or substance abuse specialist). To make an accurate assessment, before conducting the evaluation, the provider must be given information related to the precipitating events that led to the leave. This typically would involve the student signing a release allowing the University (e.g., the Student Health Center, Counseling Center, or vice president for student life) to share information regarding relevant incidents or concerns and, if applicable, recent hospital records. The student will be responsible for any cost incurred by the evaluation. The student shall sign a release permitting two-way communication between the provider and the University SCT representatives and allowing all relevant information to be provided to the University SCT representatives who are involved in the decision-making and review process.
2. The outside mental health or medical professional must provide an assessment of current functioning of the student and provide written recommendations regarding (a) the student's readiness to return to the academic and co-curricular demands of university life, given the precipitating events; (b) the student's readiness to live in the on-campus residential community; (c) ongoing treatment or testing needs; (d) any conditions or restrictions that the University should impose; and (e) the student's readiness to return to competitive sports, if the student is a collegiate athlete. Note: The University team physician, in consultation with the Pepperdine director of the Student Health Center and/or Counseling Center, will ultimately make the decision regarding athletic involvement but will consider this outside evaluation in making such a determination.

- Note: Documentation of the assessment (conducted within 30 days of application for re-entry) and documentation of required treatment completion must be provided to the Office of the Vice President for Student Life no later than December 1 for the spring semester and July 1 for the fall semester. Those planning to return to a summer session must provide documentation no later than 30 days before the summer session begins.
3. After the evaluation results and treatment documentation have been provided, the student must meet with a SCT representative (typically the director of the Counseling Center or Student Health Center). The evaluation and the student's own perception regarding readiness to return, needs, and plans for treatment will be discussed. Additionally, the representative will consider how the outside evaluator's recommendations fit with the realities of student life at Pepperdine and services that are available on campus or in the community.
 4. The SCT will meet and consider the outside evaluator's recommendation and the results of the student's meeting with the SCT representative to inform its re-entry decision. Students will receive written notification of the SCT's decision.

Notes:

- There may be occasions in which the SCT requires, and may pay for, an additional evaluation.
- The SCT reserves the right to require the student to comply with a treatment plan recommended by the outside and/or Pepperdine healthcare or mental health professional as a condition of returning to, or remaining in, the campus community. Review and monitoring of the student's required treatment plan may be assigned to a University designee assigned by the SCT. Failure to comply with requirements may result in the University issuing an involuntary medical withdrawal.
- If a student was living on campus prior to the emergency, approval for return to the University usually includes approval to return to housing. However, a student's on-campus housing status may be restricted if the student's behavior poses a health or safety threat to himself or herself or others.
- If a student was required to complete specific treatment (e.g. eating disorder or substance abuse treatment), the student must provide documentation regarding the completion of this requirement.

Additional Considerations

Academic Credit, Tuition, and Housing

For all approved medical withdrawals, the student receives a grade of "W" on the academic transcript (or, if the withdrawal occurs during the add/drop period, is completely dropped from classes, without any notation on the transcript of having left for medical reasons). Thus, a medical withdrawal will not affect the student's grade point average. University room and board charges are prorated from the date of checkout for residential students.

All tuition actually paid by the student (total tuition less any grants, scholarships, refunds, and loan adjustments) for courses not completed during the term in which the approved withdrawal occurs is credited as a scholarship for the next semester in which a student re-enrolls.

Financial Hardship

Every effort will be made to consider a student's financial situation and insurance coverage in making referrals for treatment or evaluation. Students who may need additional financial assistance or other consideration in meeting the requirements should contact the vice president for student life.

Registration

An official registration period is scheduled prior to the opening of each semester. Students will register online. Registration is on a first-come, first-served basis, and all classes have a maximum capacity. No special consideration or late registration will be given based on work schedules, transportation issues, travel conflicts, and the like. After the official registration period, a late registration fee may be charged. Students who do not complete registration properly are not considered officially enrolled and will be denied all credit for the semester.

Eligibility to Register

A student is eligible to register if they are academically and financially in good standing. Students who have holds due to financial obligations should contact the Office of Student Accounts at (310) 506-4981.

Standards and Measurements of Achievement

Each course in the Master of Public Policy program has its own method for measuring achievement. At the beginning of each course, the particular standards of achievement and method of measurement will be explained to students. In addition, students must attend the orientation workshop. Admitted students may continue in the program as long as their academic performance and personal conduct meet the standards set. In any case, all course requirements must be completed within seven consecutive years.

A student must maintain a cumulative grade point average of at least 3.0 throughout the program. All course grades assigned in the program are entered on the student's official transcript and counted toward the cumulative grade point average. A core course in which a grade lower than "C-" is earned must be repeated before the student is allowed to graduate. A grade lower than "C-" earned in an elective course must be made up by repeating an elective course. Upon approval by the Office of the Dean, a course in which a grade lower than "B" is earned may be repeated, although a course may be repeated only once. In a case where a course has been repeated, both course grades earned remain on the transcript and count toward the cumulative

grade point average; however, the units are counted only once toward graduation.

If a student's cumulative grade point average falls below 3.0, the student is placed on academic probation. While on probation, students will be limited in enrollment to a course load determined by the Office of the Dean. Students placed on academic probation shall be informed of any conditions for removing the probationary status.

Probationary status requires periodic reviews of the student's records to determine suitability to remain enrolled and may include specific limitations to and restrictions of the student's privileges, such as, but not limited to, a loss of financial aid support including any scholarships and loans, limitation on the number of courses taken in a term, restriction from taking a directed or independent study course or a course at one of the other schools at the University, and restriction from serving as a School of Public Policy graduate assistant.

A student is subject to academic dismissal and will be placed on academic probation for failure to earn at least a 3.0 grade point average in the first semester of enrollment, failure to achieve a cumulative grade point average of 3.0, earning a grade of "B-" or lower during a semester in which a student is on probation, earning a grade lower than "B-" in more than two courses, or earning a grade lower than "D" in any course.

Student Petitions

Petitions regarding transfer of credit, grades, or financial and other student issues must be made within one semester of completion of the coursework on which the petition focuses to the assistant dean for administration at the School of Public Policy. It is the student's responsibility to provide all of the materials for a petition in a format and language that is appropriate to the purpose of the petition. To ensure that the petitioner has met their responsibility to submit materials and explanations that are clear and in a format that is accessible to those reviewing the petition, the assistant dean for administration may review the petition and return it to the petitioner for revision if needed. These revisions must still be submitted in compliance with the designated deadline.

Students interested in taking a course in one of the other schools at Pepperdine University need to submit a petition to the Office of the Dean four weeks in advance of the start of the term in which they wish to take the course. Consideration will be given to students in good standing, free of academic probation or other disciplinary action, for upper-division or graduate-level course requests only. Students should be prepared to provide a copy of the course description, a copy of the course syllabus (if available), the number of units, the duration of the course, the price per unit, and the specialization track for which credit is requested, among other information. Students should consult the Office of the Dean for detailed information regarding the impact on financial aid or scholarship funds.

Students wishing to petition grades or other academic aspects of the program should submit detailed documentation for why the request is being made. It is the student's responsibility to show how a misapplication of the policies of the course resulted in an incorrect outcome. The issues in such petitions should be raised with the instructor of record before a petition is filed with the school. Students should provide evidence of the error (including syllabi, assignments, graded materials, etc.), documentation of all communications with the instructor of record about the error, and any other materials that will inform a just decision in the case. The availability of this petition process is intended to correct errors in the academic evaluation process and not to revisit the judgment and standards of the instructor of record for the course. In such petitions, the instructor of record will have the opportunity to explain their assignment of a grade or academic credit before a decision is rendered.

To process petitions, students should contact the assistant dean for administration in the Office of the Dean.

Time Limit

All requirements for the degree must be completed within seven consecutive years from the date upon which the student begins work at Pepperdine University School of Public Policy.

Transcripts of Academic Records

Official transcripts of academic records are furnished upon payment of a fee for each transcript issued. Normally, official transcripts are delivered by mail. Official transcripts can be given to the student only in a sealed envelope. If the seal is broken, the transcript ceases to be official. Students may request transcripts at OneStop or at **pepperdine.edu/registrar/transcripts**. For pick-up or walk-in service, the request should be filed at OneStop at least one day before the transcript is needed. More time may be required for transcripts from semesters prior to January 1987. At the end of each semester, two weeks may be required to process a transcript request due to grade processing and degree postings. Requests for partial transcripts will not be accepted. No transcript will be supplied for coursework taken at other institutions. Current students may obtain unofficial transcripts through WaveNet.

Outstanding balances on a student account, or defaulting on other financial obligations with the University by the student, will prevent the student from registering for classes and will result in the University not publishing the student's grades for the last term in attendance on their transcripts.

Additionally, degrees and/or certificates will not be conferred nor posted on the student's transcript until all University obligations (academic, financial, and otherwise) are fulfilled. Every student with a loan must

complete an exit interview with the Office of Financial Assistance before their student records will be released.

See the policy on withholding of diplomas and certificates in “Security Interest in Student Records” under “Financial Information” in this catalog.

Transfer to Other Universities

If a student plans to transfer to another university in order to graduate from that university, the student will need a transcript. If the student returns to the School of Public Policy, only 6 units of approved courses may be transferred. Upon written request, permission may be granted to attend summer school at an approved public policy school.

Veterans Information and Standards of Progress

Veterans, service people, and qualified dependents intending to use Veterans Benefits Administration (VA) benefits should contact the VA coordinator and be aware of the following policies:

1. It is the student's responsibility to notify the VA coordinator immediately when increasing or decreasing unit load, withdrawing, or taking a leave of absence.
2. Appropriate credit for previous education will be granted.
3. All students using VA benefits must make satisfactory progress toward their educational objectives. In general, unsatisfactory progress for veterans' benefits is considered attainment of less than a “B” (3.0) cumulative grade point average for two consecutive semesters. In addition, the VA will submit payment only for courses required for the student to earn a degree.
4. Students who withdraw from the University may have their benefits terminated as of the date of withdrawal. Students who fail to complete all courses attempted in a semester will have their benefits adjusted. Students who withdraw from a course (or courses) in the middle of the semester will have their benefits adjusted based on the date of withdrawal.

Withdrawal from Classes

A student may withdraw from any class without academic penalty from the beginning of the third week of a semester through the end of the eighth week. The permanent record will indicate a grade of “W” for such withdrawals. After the eighth week of a semester, a student may not withdraw from any course without obtaining written permission from the Office of the Dean. No petition for special withdrawal will be considered during or after the final week of the semester. Based upon the instructor's indication of the student's academic status at the time of withdrawal, a

grade of “WP” or “WF” will be assigned. Students who do not officially withdraw from their classes automatically will be assigned a grade of “F” by the instructor. No financial adjustment will be made for withdrawal after the seventh week of a semester. Withdrawals are official only upon timely notification in writing to the Office of Student Information and Services and the School of Public Policy. Information on registration changes of any student receiving Veterans Benefits Administration (VA) benefits or government financial aid will be forwarded to the VA and the appropriate lending agencies whenever changes occur. The VA also is notified whenever a student receiving Veterans Benefits Administration benefits allows a grade of “I” to lapse into the grade of “F.” Students may add or drop courses up to the end of the second week of classes.

Withdrawal from the University

Any student who leaves the University during a term must officially withdraw from all classes as well as notify in writing the School of Public Policy and the Office of Student Information and Services. Students who drop all of their courses after the initial registration through the last day of the add/drop period will be charged a \$150 withdrawal fee; students who withdraw after the add/drop period may be eligible to receive a partial tuition refund (see “Refund Policies” in the “Financial Information” section of this catalog). In addition, students will need to contact appropriate housing, telephone, and other personnel. Students with federal funding also must complete federal loan exit counseling. Only those students who follow these procedures and return all appropriate documents to the Office of Student Information and Services are considered to be officially withdrawn.

REGULATIONS AND LEGAL NOTICES



Public policy students attend classes in the Henry and Virginia Braun Center.

Students and prospective students should read this catalog carefully. This catalog, along with other published policies, describes student rights and duties with respect to the University. Other published policies, including the University's Student Code of Conduct, may be found online at **pepperdine.edu/studentcodeofconduct**. Enrollment constitutes an agreement by the student to abide by the rules, regulations, and policies of Pepperdine University.

Admission Contingent Upon Truthfulness

Applicants are advised that the University's decision to admit them is contingent upon the truthfulness of the information contained in the application files submitted by the applicant and/or persons on the applicant's behalf, including letters of recommendation. Discovery of false information subsequent to admission is, at the University's discretion, grounds for withdrawal of the offer of admission or for immediate dismissal at any point in the student's course of study. Such dismissal shall result in forfeiture of all charges paid and academic credits earned.

Applicability of Catalog Provisions

The academic offerings and policies in this catalog are applicable only to students who enroll prior to the Fall 2021 semester and who attend Pepperdine University after August 17, 2020.

Campus Security and Fire Safety Information

A copy of Pepperdine University's annual campus security and fire safety report is available on the Pepperdine University Department of Public Safety website at **pepperdine.edu/publicsafety/department/safety**. A hard copy of this report is available upon request by contacting the Department of Public Safety at (310) 506-4700.

Code of Academic Ethics

Statement of Purpose

The Code of Academic Ethics is an integral part of the educational process. It makes possible an atmosphere conducive to the development of the total person through learning experiences. Since a person is more than intellect, learning is more than academic achievement. It includes achievement in all the qualities of an individual, whether intellectual, spiritual, ethical, emotional, or physical.

The Code of Academic Ethics provides among students, faculty, and administration a spirit of community where such development can take place. Furthermore, it creates a climate of mutual trust, respect, and interpersonal concern, where openness and integrity prevail.

This Code of Academic Ethics serves to enrich the educational process at Pepperdine and encourage the development of a healthy and safe learning environment. This will lead to a pervasive sense of pride for and loyalty to the School of Public Policy's high standards of academic ethics, personal honesty, and spiritual values which imbue the school as part of a Christian university.

The code emphasizes the dignity and development of each individual. The code maintains free competition and independent intellectual effort, not tolerating dishonesty, cheating, or plagiarism in any form. If acts of dishonorable conduct occur, the code outlines infractions and procedures as well as sanctions to censure such activity.

However, to be effective, the code must be maintained by the community. This requires a genuine sense of maturity, responsibility, and sensitivity on the part of every member. In particular, each member of the School of Public Policy community is expected to pursue their academic work with honesty and integrity.

Scope

This code is limited to those areas of campus life that are directly related to academic ethics. Each student, upon matriculation to the School of Public Policy, will be expected to abide by the Code of Academic Ethics throughout the duration of their academic career at Pepperdine.

Infractions

Within the Code of Academic Ethics, sanctions are imposed upon those who participate in dishonest academic behavior. Participation includes acting dishonestly oneself as well as tolerating dishonest acts by others.

Three basic categories of dishonest behavior are noted below, along with several examples of each. This is not an exhaustive list of examples nor an exhaustive list of categories of dishonorable behavior.

1. Misrepresentation of academic work:
 - The employment of another's statements or thoughts without giving that source appropriate credit.
 - Unauthorized multiple submission of papers.
 - Submitting for credit a purchased paper.
 - Unauthorized submission of an assignment prepared by another person (or persons).
2. Interference with fair competition and with independent intellectual pursuits:
 - Giving, receiving, or using unauthorized aid on examinations.
 - Colluding with others when independent work is specified.
 - Deliberately defacing or removing course materials and thereby making them unavailable to others.

3. Solicitation of dishonorable behavior:

- Offering to buy or sell unauthorized aid on examinations, papers, or grades.
- Offering or accepting bribes related to academic work.

Sanctions

First-offense sanctions may include, but are not limited to, the following:

1. Failing grade for the test and/or assignment or reduction of final grade by one letter, whichever is the greater penalty (in such cases, the “F” will count as “0” in the tally).
2. Failing grade for the course.
3. Immediate suspension from the School of Public Policy (minimum one semester, duration to be determined).
4. Immediate and permanent dismissal from the School of Public Policy.

Additional sanctions may include, but are not limited to, one or more of the following: loss of privileges; reprimand; educational sanctions such as community service, essay writing assignment, or other discretionary sanctions; or probation, where a student’s relationship with Pepperdine University is tenuous and their records will be reviewed periodically to determine suitability to remain enrolled.

Second-offense sanctions will likely result in immediate and permanent dismissal from the School of Public Policy.

Exceptions: Whether the first or second offense, a student shall receive an “F” for the course and immediate dismissal if they are found to have stolen, bought, or used an examination or paper another person has authored or sold or given an examination or paper to another student.

Any sanction given to a student will be put on permanent file with the Office of the Dean and the Office of Student Information and Services.

In addition to the above sanctions related to students, if the judicial process concludes that a professor has breached the Code of Academic Ethics by purposely offering unfair advantage to a student or failing to report a violation of the ethics code, this fact will be reported to the dean of the School of Public Policy.

Code of Academic Ethics violations and sanctions will, at the sole discretion of the School of Public Policy, be determined by either the accusing faculty member or by the Academic Ethics Committee.

Reporting and Notice of Infraction

An alleged infraction is to be reported to the assistant dean for administration who serves as the judicial administrator of the Academic Ethics Committee. The accused shall be provided written notice of the charge and has up to five business days to submit their written response to the judicial administrator. The response deadline may, within the sole discretion of the judicial administrator, be modified. In circumstances where

an Academic Ethics Committee hearing will be convened, the accused will be provided at least five business days' notice prior to the hearing date. In situations where a student is directly confronted by a faculty member (see paragraph 3 of the Judicial Procedures section below), this Reporting and Notice of Infraction provision may not be applicable.

Composition of Committee

The voting members of the Academic Ethics Committee will consist of one Pepperdine graduate student or alumnus, one public policy staff member, and one public policy faculty representative. Selection of the student or alumnus representative will be made by the judicial administrator and may be considered from faculty recommendations. The judicial administrator chairs the committee proceedings but does not cast a vote.

Judicial Procedures

1. The Academic Ethics Committee will provide a forum before which faculty and staff can bring students who have allegedly breached the Code of Academic Ethics. The hearing typically consists of a summary statement describing the charges being brought before the Academic Ethics Committee and response by the accused to those charges by the judicial administrator; a description of how the hearing will proceed; and an opportunity for the accused, accuser, or witnesses to make statements and/or provide the Academic Ethics Committee with additional documentation supporting their contentions. A list of witnesses and copy of all documents that will be presented at the hearing must be submitted to the judicial administrator 24 hours prior to the hearing. The judicial administrator, in their sole discretion, may exclude the testimony of any witness or document that, in their opinion, is irrelevant or duplicative. Only the Academic Ethics Committee can direct questions to any hearing participant. Records of such hearings—which may include student notifications and response, supporting documentation and faculty comments, summary of committee deliberations, and final decision notification—will be kept in a secured file in the Office of the Dean.
2. The Academic Ethics Committee will decide whether there has been a violation of the Code of Academic Ethics by a “preponderance of the evidence” standard (that is, more likely than not). In cases of a violation, the Academic Ethics Committee will decide on the appropriate sanction. The Academic Ethics Committee via the judicial administrator will send written notice of its decision to the student within seven business days of the hearing.
3. In certain cases the Academic Ethics Committee will function as a clearinghouse for faculty to register in writing those cases wherein the faculty member confronts the student. In such cases the faculty member, after discussion with the student, will determine the appropriate sanction and communicate that to the judicial administrator. Any

student having a sanction imposed against them in this manner who disagrees with such sanction has the right to request a hearing before the Academic Ethics Committee.

4. The Academic Ethics Committee via the judicial administrator will notify the student found by the committee to be in violation of the Code of Academic Ethics about their opportunity to appeal to the dean. The dean will notify the Academic Ethics Committee of any decisions made on cases that have been submitted to the Office of the Dean on appeal.

Voting

All three of the Academic Ethics Committee members must be present for a vote to be called. Specific sanctions will be decided by majority vote.

Note: The Academic Ethics Committee hearings are not court of law proceedings and should not be construed to be subject to courtroom technicalities.

Appeals Process

Procedures for appeals of Code of Academic Ethics violations are the same as for Student Code of Conduct violations. Consult the Student Code of Conduct at pepperdine.edu/studentcodeofconduct for more information.

Changes in the Code

Any alterations in this code must be initiated by the Academic Ethics Committee or the dean and must carry their corporate unanimous vote.

For additional information, contact the Office of the Dean at (310) 506-7490.

Code of Ethics

Introduction

Pepperdine University is a Christian university committed to the highest standards of academic excellence and Christian values. Members of the Pepperdine University community—faculty, staff, students, administrators, members of the Board of Regents, members of the University's advisory boards, and volunteers—are responsible for maintaining the standards of the institution and of the various communities in which they live. We value integrity, honesty, and fairness and strive to integrate these values into our daily practices.

Our ethical expectations are found in Holy Scripture, the University Mission Statement, the founding vision of George Pepperdine, and the University Affirmation Statement. Holy Scripture provides the ultimate source for our ethical standards, including the two great commands taught by Jesus: the duty to love God and love one's neighbor as one's self (Matthew 22:37–40).

In this spirit, we commit ourselves to the highest standards of ethical conduct. We act with integrity, we treat others with respect and dignity, we

carefully steward the University's resources, we avoid conflicts of interest or commitment, we maintain confidentiality, and we comply with legal and professional obligations. We are individually accountable for our own actions, and we are collectively accountable for upholding these standards of behavior and complying with all applicable laws, policies, standards, and regulations. While human and therefore fallible, we constantly strive to meet our ethical expectations. Moreover, because the Pepperdine community is composed of many distinct constituencies, we understand that, beyond the general ethical principles outlined in this document, we may be subject to additional rules of conduct specific to our respective roles within the community.

Acting with Integrity

We seek to be people who are honorable, forthright, and upright at all times. Our commitment to integrity demands more than mere satisfaction of legal and ethical obligations, although we comply with the law and conform to the highest standards of ethical conduct. Our commitment to integrity means that we actively discern what is right from what is wrong, that what we do flows directly from who we are, and that we seek consistency between our inner self and our outward conduct. We value people, we speak the truth, we have the courage of our convictions, and we keep our commitments. We do not condone any form of dishonesty—such as fraud, theft, cheating, or plagiarism—as described more specifically in student, faculty, and staff handbooks and policies.

Treating Others with Respect and Dignity

Members of the community are committed to principles of equality and fairness. We follow the profound truth found in the Golden Rule, “In everything do to others as you would have them do to you” (Matthew 7:12).

We do not unlawfully discriminate on the basis of any status or condition protected by applicable federal or state law. Consistent with our affiliation with the Church of Christ and our faith heritage, we do seek to hire and promote persons who support the goals and mission of the University including, but not limited to, those who are members of the Churches of Christ.

We respect the inherent worth of each member of the community. We do not engage in any forms of harassment of others. Those in positions of authority, including administrators, supervisors, faculty members, and student leaders, exercise their authority fairly and appropriately.

Other expectations about how we treat others with respect and dignity can be found in University policies and in each school's faculty and student handbooks or respective academic catalogs.

Stewarding the University's Resources

We are good stewards of the University resources entrusted to us, and we prepare accurate and clear reports about those resources. University resources are reserved for business purposes on behalf of the University. We

exercise reasonable judgment in the use of University resources, acting with care and prudence. We do not use University resources for personal gain.

We prepare correct and clear financial records and research reports. All entries in University books and accounts accurately reflect each transaction. In reporting on the University's resources, we do not hide, conceal, or mislead; and we promptly report such misconduct when it is discovered.

Avoiding Conflicts of Interest and Commitment

We do not have direct or indirect interests or commitments, financial or otherwise, which conflict with the proper discharge of our duties to the University. The primary professional allegiance of all full-time employees lies with Pepperdine University and the advancement of its mission. We do not solicit or accept any gift, service, or favor that might reasonably influence the discharge of our duties or that we know or should know is being offered with the intent to influence our official conduct. We do not accept other employment or engage in business or professional activities outside of the University when such work might reasonably cause real or apparent conflicts of interest or conflicts of commitment. We do not transact business in our official capacity with any business entity of which we are an officer, agent, or member or in which we own a substantial interest without the explicit prior knowledge and approval of the appropriate senior University officer. We disclose potential conflicts of interest to the appropriate supervisor or officer as soon as possible after we realize that a conflict may have arisen. Additional information is located in the University conflicts of interest policy.

Maintaining Confidentiality

We observe and respect the confidentiality rights of all other members of the community, and this duty continues even after we are no longer affiliated with the University. This right of confidentiality applies to all academic, financial, health-related, personnel, or other non-public information protected either by law or by University policy. However, the right does not preclude the consensual release of information or the disclosure of information within the University when there is a legitimate need for its disclosure. Email or other uses of the University's computers or computer network are for business purposes and are not presumed confidential. Additional information is located in the University's "Computer and Network Responsible Usage Policy" in this section.

Complying with Legal and Professional Obligations

We comply with all state and federal laws and conform to the highest standards of professional conduct. We transact University business in compliance with all applicable laws, regulations, and University policies and procedures. We do not misrepresent our status or authority in our dealings with others. To the extent that we belong to professions that are governed by standards specific to the profession (such as attorneys, psychologists, or certified public accountants), we adhere to such professional standards. We

conduct ourselves in accordance with professional principles for scholarly work, including upholding academic codes of conduct and professional standards for research.

Reporting Violations of the Code

In order to maintain the integrity of the community, we report observed or suspected violations of this Code of Ethics with a spirit of fairness, honesty, and respect for the rights of others. Those who report alleged misconduct and those against whom allegations are reported are afforded all rights provided by University policies as well as all applicable state and federal laws. Those who are found to have violated this code will be subject to appropriate disciplinary action, up to and including expulsion, termination of employment, or termination of relationship. Information about reporting violations of this code may be found in the University policy “How to Report a Violation of the Code of Ethics” located at community.pepperdine.edu/hr/policies/ethics.htm.

Conclusion

We are governed by an ethos of care and respect, virtues that transcend the provisions of this code. We are called to something greater and nobler than mere compliance with the law or a written code of ethics. We are called “to live a life worthy of the calling [we] have received . . . , bearing with one another in love” (Ephesians 4:1–2). We are called to “dedicate ourselves anew to the great cause of beautiful Christian living” (George Pepperdine’s Dedictory Address). We are called, ultimately, to lives of service (University Affirmation Statement). As the University motto instructs us: “Freely ye received, freely give.”

Complaint Process

Pepperdine University takes very seriously complaints and concerns regarding the institution. If a student has a complaint regarding the School of Public Policy, the student may present a complaint or grievance according to the applicable policies and procedures found in this catalog. If the student believes that complaint or grievance warrants further attention after exhausting the procedures set forth in this catalog, they may contact the WSCUC Senior College and University Commission at wscuc.org/comments if the complaint is about the institution’s compliance with academic program quality and accrediting standards. WSCUC is the academic accrediting body for Pepperdine University.

If the student believes that a complaint or grievance continues to warrant further consideration after exhausting the processes of either WSCUC or Pepperdine, the student may submit a complaint to the attorney general of the State of California by filing a complaint form with the Public Inquiry Unit of the California State Department of Justice: (800) 952-5225 (phone)

or (916) 323-5341 (fax) or online at oag.ca.gov/contact/general-comment-question-or-complaint-form.

The Attorney General's Office will review the process through which Pepperdine attempted to resolve the complaint. If the process complies with the University's written policies and procedures, the Attorney General's Office will, for the purposes of state oversight, consider the matter closed. If the attorney general determines that the process through which the University attempted to resolve the complaint did not comply with the University's written policies and procedures, the attorney general may request reconsideration by the School of Public Policy.

Nothing in this disclosure limits any right that the student may have to seek civil or criminal legal action to resolve their complaints.

Pepperdine University has provided this disclosure in compliance with the requirements of the Higher Education Act of 1965, as amended, as regulated in CFR 34 §§ 600.9 and 668.43(b).

Computer and Network Responsible Usage Policy

Purpose

Pepperdine University provides access to computing and network resources in order to support its instruction, research, and service missions; administrative functions; and student and campus life activities. All such use shall be ethical and consistent with the University's mission. Any other uses, including uses that jeopardize the integrity of the Pepperdine network, the privacy or safety of other users, or that are otherwise illegal, are prohibited.

Applicability

This policy applies to all users of University computing and network resources, whether affiliated with Pepperdine or not, and to all uses of those resources, whether on campus or from remote locations.

Conditions for Use

Users of Pepperdine University computer and network resources must

- Follow all applicable federal, state, or local laws.
- Follow all relevant University rules, regulations, policies, and procedures, including the information technology (IT) use policies and procedures published for specific systems.
- Actively maintain the security of personally owned and University-assigned computers.
- Report privacy, security, or policy violations to the Information Security Office.

Prohibitions

Users of Pepperdine University computer and network resources must not

- Utilize any identity or account not specifically assigned to the user.
- Hinder, monitor, or intercept another user's network traffic.
- Disclose, destroy, or capture personal, confidential, or restricted data.
- Use resources for commercial purposes or personal financial gain.
- Use resources for unauthorized access to any system or network.

Peer-to-Peer and File Sharing Notice

Users must not engage in the unauthorized copying, distributing, altering, maintaining, or transmitting of copyrighted materials, information, software, music, or other media.

Security and Privacy

Users' University computer and network passwords must conform to IT's published complexity and length requirements and must not be shared with any other person, used in non-University accounts, or otherwise disclosed. Passwords must be changed immediately if disclosed or compromised.

The University employs various measures to protect the security of its information resources. Users should be aware that their uses of University computer and network resources are not private. While the University does not routinely monitor individual usage, the normal operation and maintenance of the University's computing resources require backup, logging of activity, monitoring of general and individual usage patterns, and other such activities that are necessary for information security and the rendition of service. In addition, the University reserves the right to review, monitor, and/or capture any content residing on, or transmitted over, its computers or network at its sole discretion. The University reserves the right to limit access to its computers or network and to remove or limit access to material residing on its computers or network.

The most current version of the Computer and Network Responsible Usage Policy and any technical requirements and guidelines related to this policy are published at community.pepperdine.edu/it/security/policies.

Nonacademic Student Grievance Procedure

Purpose and Applicability

The purpose of this Nonacademic Student Grievance Procedure is to provide for the resolution of student grievances, including allegations of discrimination and harassment pursuant to the University's Nondiscrimination and Anti-Harassment Policy online at pepperdine.edu/student-life/student-code-of-conduct/overlay-pages/overlay_discrimination_harassment.htm. This procedure is applicable to nonacademic student grievances filed by a

student against faculty, staff, or any nonstudent third party. This policy is not applicable to grievances filed against another student. To file a grievance against another student, please see the “Reporting Misconduct” section of the Student Code of Conduct online at pepperdine.edu/student-life/student-code-of-conduct/overlay-pages/overlay_discrimination_harassment.htm. Additionally, this procedure does not apply to complaints made by a student regarding sexual misconduct and/or sexual harassment. Such complaints shall be governed according to the University’s Sexual Misconduct Policy online at pepperdine.edu/student-life/student-code-of-conduct/overlay-pages/overlay_sexual_misconduct.htm.

This procedure is designed to allow students to address complaints in a prompt, fair, consistent, and objective manner. Any act of reprisal by a University employee or by one acting on behalf of the University, including the intimidation of a grievant, respondent, or witness during the pendency of an investigation, will result in prompt disciplinary action. (This procedure shall not be used to bring frivolous or malicious complaints. If a complaint has been made in bad faith, appropriate disciplinary action may be taken against the person bringing the complaint.)

Informal Resolution

Before initiating a formal grievance, a student has the option to—but is not required to—discuss the matter in dispute with the person against whom the student has a grievance and seek a mutual resolution of concerns. The student may be encouraged to return to this informal level of resolution at any time during this procedure. It is the University’s belief that most grievances can and will be resolved at this level.

Initiation of Complaint

If an informal resolution does not result, the student must submit a complaint to the grievance officer to initiate a formal grievance. Initially the student’s concerns may be communicated orally; however, they must be in writing before any review or other action takes place. (Assistance will be provided to students with disabilities who are unable to write a complaint.) This written complaint should be submitted as soon as possible after the student knows of the subject problem. The complaint should specify the University policy, procedure, or norm violated and specifically set forth all relevant factual details (including any supporting documentation). A student may elect to withdraw a complaint at any time; however, the University reserves the right to investigate all complaints where necessary to protect the interests of the University community.

Review by Grievance Officer

The assistant dean for administration (or their designee) shall serve as the grievance officer concerning complaints against faculty, staff, or nonstudent third parties. The dean of the School of Public Policy shall serve as the grievance officer concerning complaints about the assistant dean, and in this

instance, the provost will serve as the reviewing officer if the case involves a request to appeal the grievance officer's decision.

The grievance officer shall read the complaint, all relevant records or other factual information, and all University policies and procedures as may be necessary to determine whether the complainant's allegations warrant implementing the remainder of the procedures outlined below. If, for example, the allegations in the complaint, even if true, would not constitute a violation of a University policy, procedure, or norm, then the grievance officer should inform the student in writing that the student's allegations are not subject to the grievance process.

If the grievance officer determines that the allegations in the complaint do warrant further investigation and consideration, then the grievance officer shall forward, via university email (@pepperdine.edu or other relevant email addresses for third-party respondents), notice of the complaint and its substantive allegations to the person against whom the complaint is made ("respondent") and, if discrimination or harassment is alleged, the University equal employment opportunity officer. This shall be done as soon as possible, but in no event later than 21 business days after the grievance officer receives the student's written complaint.

The respondent shall be given 14 calendar days from receipt of the complaint to return a written response to the grievance officer. Necessary extensions may be granted at the discretion of the grievance officer.

The grievance officer will initiate a reasonable investigation into the matter. The scope of any investigation shall be in the sole discretion of the grievance officer. The investigation may include, but is not limited to, meeting with the parties, talking with witnesses, and reviewing any supporting documents.

If the grievance officer desires, they may appoint an ad hoc committee to assist in the investigation of the complaint and/or for advice concerning the handling of this matter. In such instances, the ad hoc committee should have the necessary training or expertise to investigate the complaint and offer advice on the handling of the matter.

Within 21 business days of receipt of the respondent's written response, the grievance officer shall make a decision by a preponderance of the evidence based on the written complaint, the response (if any), and any other information the grievance officer determines is relevant. The decision shall be in writing and consist of factual findings, conclusions, and a remedy if one is appropriate. The grievance officer will provide a copy of the decision to all parties. In instances where discrimination or harassment is alleged, the grievance officer will provide a copy of the decision to the complainant and/or target of the alleged discrimination or harassment and the University equal employment opportunity officer. The decision will explain the investigative process and contain a summary of the facts gathered, a determination as to whether discrimination or harassment occurred, the reasons for the decision, and any appeal procedures. If discrimination or harassment is found to have

occurred, the decision will also include any remedial or corrective actions that have been, or will be, taken to prevent any retaliation or recurrence (1) institutionally and (2) directly relating to the complainant, including notice of all sanctions against the respondent in order for the sanctions to be fully enforced.

Request for Appeal of Grievance Officer's Decision

Any party may submit a written request for appeal to the dean of the School of Public Policy ("reviewing officer") within 14 calendar days from the date of the decision. The request for appeal must specifically set forth all grounds for appeal. The nonappealing party must be given the opportunity to respond in writing to the request for appeal. The reviewing officer shall be limited to addressing only the following questions:

- Did the grievance officer consider all the important and appropriate facts in the investigation of this matter?
- Did the student prove by a "preponderance of the evidence" (that is, more likely than not) that the person against whom the student has a grievance in fact violated a University policy, procedure, or norm or otherwise engaged in any unlawful or illegal activity?
- Was the process carried out in a fair manner?
- Was the decision one that a reasonable person might have made?
- Was the grievance officer biased?

Within 15 business days from the date of receipt of the written appeal, the reviewing officer shall make a final decision based on the written complaint, the written response, the grievance officer's written decision, the written request for appeal, and any written response to the request for appeal. The decision of the reviewing officer shall be final. The reviewing officer will provide a copy of the decision to all parties and to the University equal employment opportunity officer.

Nondiscrimination Statement

As a Christian University affiliated with the Churches of Christ, Pepperdine treats everyone with the respect and kindness that we have been called to show one another. The University community is a space where lives intersect and knowledge is discovered, which fortifies the strength found in our differences and uncovers the virtues revealed in diversity, unity, and restoration. To that end, Pepperdine is committed to fostering an environment free from discrimination as described in California Education Code section 66270 and reserves its right to remain a Christian university by favoring co-religionists in its admission decisions.

Provisions Subject to Change

The provisions of this catalog, including academic offerings, policies, procedures, and all charges, are subject to change by Pepperdine University at any time. It is anticipated that costs will increase in future years due to inflation, strengthened academic and extracurricular offerings, or other factors. Continuous scrutiny and development of the program may result in adjustments to the content, sequencing, and number of courses offered in the current or future academic years.

Reporting a Threat/Campus Safety App

People who believe an individual poses an imminent threat to a member or members of the University community should contact the Department of Public Safety immediately. If they are located at a graduate campus and believe imminent danger is likely, they should contact 911 immediately and then contact the Department of Public Safety. If they do not believe that harm is imminent, but an individual's behavior seems threatening or seems likely it could lead to harm to the individual or to the community, they should report the concern. Students or faculty members should contact Public Safety or their dean's office. Staff members or other members of the community should contact Public Safety or the Center for Human Resources. In the event someone would like to submit a report during non-business hours, the Department of Public Safety is open every day, 24 hours a day. It is better to err on the side of notifying the appropriate individuals than to remain silent; the institution has resources with which to assess these situations and the individual of concern. For any questions, please contact the Department of Public Safety.

LiveSafe is a campus safety smartphone application that connects the Pepperdine community with the Department of Public Safety. The app is designed to improve communication and allow for faster emergency response in distress situations. Through LiveSafe, users can submit information and chat with the Department of Public Safety in both emergency and non-emergency situations by submitting a tip, attaching a photo, video clip, or audio clip, with the option to report anonymously. If users are in an unfamiliar location, SafeMap will provide location assistance and list nearby resources. Users desiring a medical or security escort on the Malibu campus or a ride back to campus from any Los Angeles metro area location may use the SafeRide feature. The SafeWalk feature allows users to provide a virtual security escort for friends and loved ones to make sure they reach their destination safely. Users also can immediately access critical information resources and emergency procedures anytime, anywhere—even internationally. The app is free and available to all members of the Pepperdine community: students, faculty, staff, parents, visitors, family members, and friends. For more information and details regarding how to sign up, please visit emergency.pepperdine.edu/livesafe.

For convenience, contact information appears below:

Center for Human Resources	(310) 506-4397
Department of Public Safety	(310) 506-4700
Graduate School of Education and Psychology Dean's Office ...	(310) 568-5615
Graziadio Business School Dean's Office.....	(310) 568-5689
Rick J. Caruso School of Law Dean's Office.....	(310) 506-4621
School of Public Policy Dean's Office.....	(310) 506-7490
Seaver College Dean of Students Office.....	(310) 506-4472

Security of Student Belongings

The University is not responsible for loss of, theft of, or damage to students' personal possessions. Theft and security concerns should be reported immediately to the Department of Public Safety. Students are responsible for their possessions while on University property and are encouraged to lock their rooms when they leave and to utilize laptop locks and other devices to safeguard their property while using University facilities. Residence hall lobby and suite doors must remain closed and locked at all times. Additionally, students are encouraged not to leave valuables unattended and unsecured. The University encourages students to obtain their own theft and casualty insurance. Such coverage may exist as part of parents' homeowner insurance policies or may be added for an additional fee. It is also recommended that students record the serial numbers of electronic devices such as laptop computers and digital cameras. Residents are encouraged to take valuables home with them during University breaks.

Student Code of Conduct

Each student is responsible for knowing and adhering to the University's Student Code of Conduct. This code will help clarify the expectations and standards for life in the University community. Students will find information regarding related student policies (e.g., Alcohol and Other Drugs, Good Samaritan, Sexual Misconduct, Discrimination and Harassment, and Hazing); reporting misconduct; and disciplinary procedures online. While the code and related policies provide students an effective set of guidelines for personal conduct, the University retains the right to instate additional policies and regulations or to modify existing ones as needs may dictate. The most updated Student Code of Conduct and related policies and regulations can be found online at pepperdine.edu/studentcodeofconduct.

Student Records Policy

The Family Educational Rights and Privacy Act of 1974, also known as the Buckley Amendment or FERPA, provides, generally, that (1) students shall have the right of access to their educational records, and (2) educational institutions shall not release educational records to non-school employees without consent of the student, subject to the exceptions provided by law.

“Students” as used in this notice includes former students but does not include applicants who have not attended Pepperdine University.

Right of Access

With a few exceptions provided by law, students at Pepperdine University may see any of their educational records upon request. Access must be granted no later than 45 days after the request. Students further have the right, under established procedures, to challenge the factual accuracy of the records and to enter their viewpoints in the records.

Students may waive their right of access to recommendations and evaluations in the cases of admission, applications for employment, and nominations for awards. Pepperdine University may not require students to sign a waiver of their right of access to their records, but students and prospective students should be aware that users of recommendations and evaluations made without a signed waiver may discount their helpfulness and validity.

Disclosure of Student Records

With several exceptions provided by law, Pepperdine University cannot release information concerning students to prospective employers, government agencies, credit bureaus, etc., without the written consent of the student. Students and alumni applying for jobs, credit, graduate school, etc., can expedite their applications by providing the University with written permission to release their records, specifying which records and to whom the release should be made. The student’s written consent is not required for the disclosure of grades, disciplinary action, or other information to parents of students who are dependents for federal income tax purposes. Parents requesting information may generally be granted access upon submission to the University of a signed statement or other evidence of federal income tax dependency.

The University has designated the following categories of information as “directory information,” which may be released to the public without notice or consent of the student: student’s name, student identification number, address, telephone number, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, enrollment status, classification, thesis titles/topics, photograph, email address, and the most recent previous public or private school attended by the student. The student may request that certain categories of directory information not be released to the public without the student’s written consent. Such requests shall be submitted in accordance with the Student Records Policy of the University.

Student Theses, Dissertations, and Group Projects

Certain student academic works, including student theses, dissertations, and group projects, may be made accessible to the public in hard or electronic copy. Such works may be available in the University’s libraries, in

public online databases and repositories maintained by the University, and by professors in their classes and off-campus presentations.

Further Information

This notice is not intended to be fully explanatory of student rights under FERPA or California law. Students may obtain copies of the official Student Records Policy, which contains detailed information and procedures, upon request to the Office of Student Information and Services, Pepperdine University, 24255 Pacific Coast Highway, Malibu, CA 90263. Copies also may be obtained online at pepperdine.edu/registrar/policies.

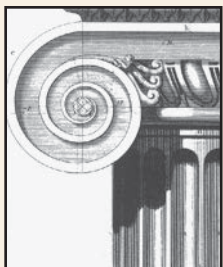
Right to File a Complaint

Any student alleging failure of the University to comply with FERPA may file a complaint with the Family Educational Rights and Privacy Act Office (FERPA), Department of Education, 330 Independence Avenue, SW, Washington, DC 20201. Students are encouraged to utilize the internal University grievance procedures to resolve complaints prior to contacting outside agencies.

Use of the Name of Pepperdine University or the School of Public Policy

Students in the School of Public Policy, either individually or collectively, shall not, without the written consent of the proper authorities, use the name of Pepperdine University or the School of Public Policy in connection with any activity of any kind outside of the regular work of the school. Violation of this rule may result in disciplinary sanctions.





ADMINISTRATION AND FACULTY

◀ *Pete Peterson, School of Public Policy dean and senior fellow of the Davenport Institute for Public Engagement and Civic Leadership, provided opening remarks at the Licata Lecture Series event.*

Board of Regents

Dee Anna Smith ('86), *Chair*

Chief Executive Officer
Sarah Cannon

Terry M. Giles (JD '74), *Vice Chair*

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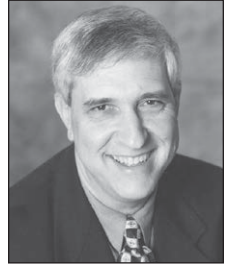
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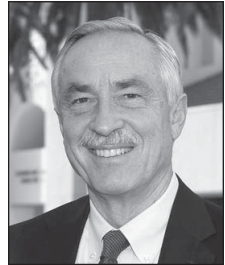


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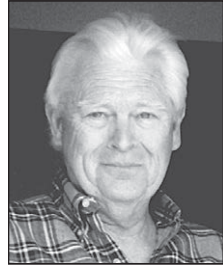
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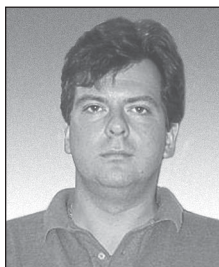


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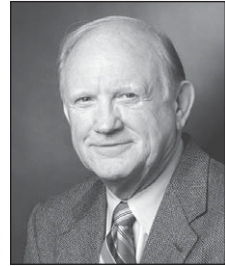
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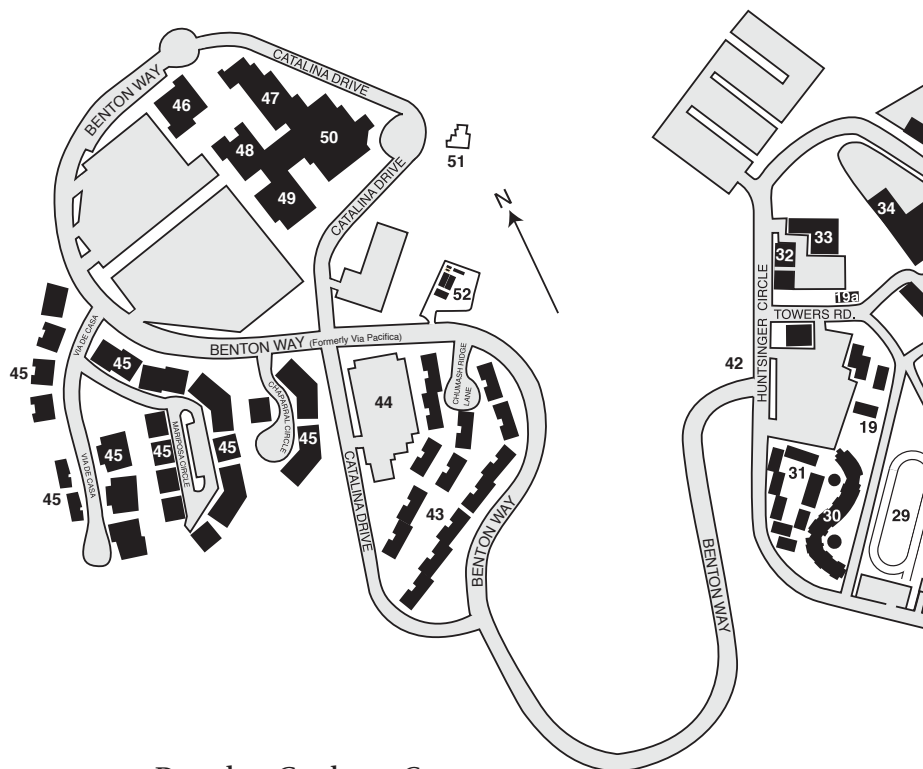
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Students enjoy Mullin Town Square located on the Malibu main campus.

PEPPERDINE UNIVERSITY

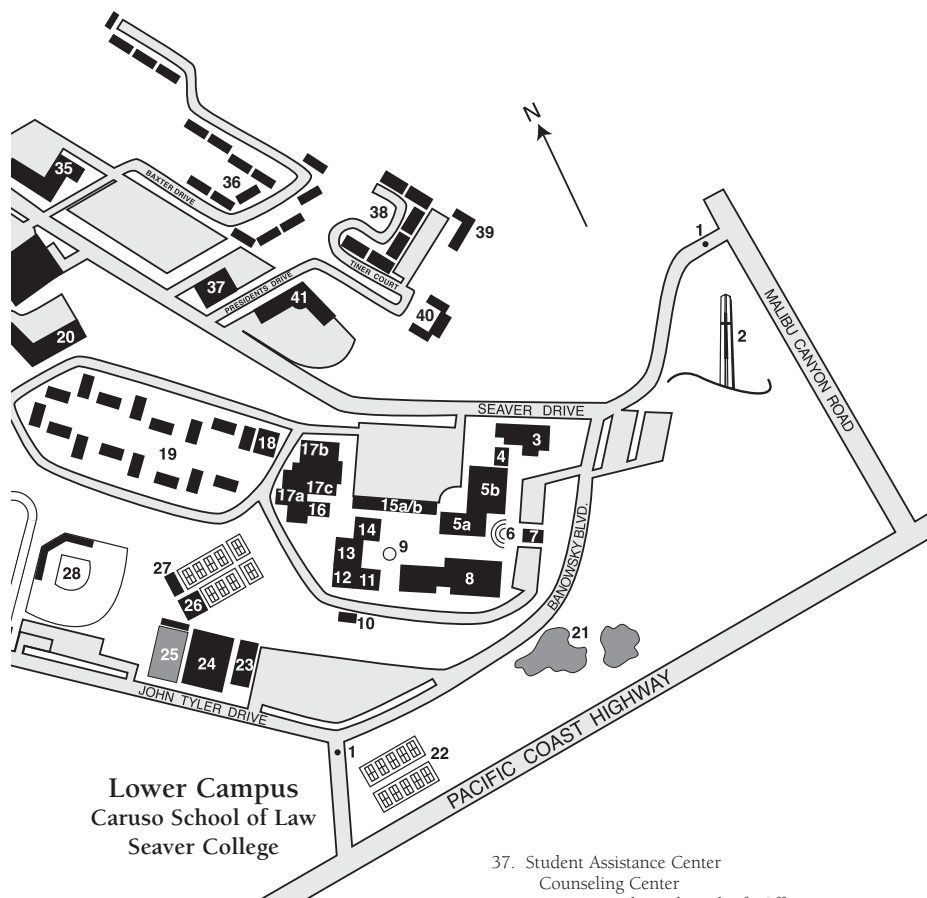


Drescher Graduate Campus
Graduate School of Education and Psychology
Graziadio Business School
School of Public Policy

1. Information Booth
2. Phillips Theme Tower
3. Charles B. Thornton Administrative Center
OneStop
Tech Central
4. Pendleton Computer Center
- 5a. Payson Library
- 5b. Pendleton Learning Center
6. Amphitheatre
7. Stauffer Chapel
8. Tyler Campus Center
Beaman Patio
Bookstore
Nature's Edge Convenience Store
Rockwell Dining Center
Sandbar Student Lounge
Waves Cafe
9. Mullin Town Square
Adamson Plaza
Biggers Family Courtyard
Joslyn Plaza
Scaife Terrace and Bridge
10. Stauffer Greenhouse
11. Rockwell Academic Center
12. Keck Science Center
13. Appleby American Studies Center
14. Elkins Auditorium
- 15a. Black Family Plaza Classrooms
- 15b. Plaza Terrace (rooftop)
16. Weisman Museum of Art
- 17a. Cultural Arts Center
- 17b. Music Building
- 17c. Smothers Theatre
18. Howard A. White Center
19. Residence Halls

Visitors may park in any legal parking space on campus.

MALIBU CAMPUS



- 20. Rockwell Towers Residence Hall
- 21. Alumni Park
- 22. Crest Tennis Courts
- 23. Helen Field Heritage Hall
- 24. Firestone Fieldhouse
- 25. Raleigh Runnels Memorial Pool
- 26. Ralphs-Straus Tennis Center
- 27. Harilela International Tennis Stadium
- 28. Eddy D. Field Baseball Stadium
- 29. Stotsenberg Track
Tari Frahm Rokus Field
- 30. Seaside Residence Hall
- 31. Lovernich Residential Complex
- 32. Mail Services
- 33. Facilities Management and Planning
- 34. Odell McConnell Law Center
Caruso School of Law
- 35. George C. Page Residential Complex
- 36. Faculty/Staff Homes

- 37. Student Assistance Center
Counseling Center
Housing and Residential Life Office
Office of Student Accessibility
Student Health Center
- 38. Faculty/Staff Homes
- 39. Mallmann House
- 40. Brock House
- 41. Center for Communication and Business
Public Safety
- 42. Entrance to Drescher Graduate Campus
- 43. Student Residential Complex
- 44. Parking Structure
- 45. Faculty/Staff Homes
- 46. Young Center for the Graduate School of
Education and Psychology
- 47. Beckman Management Center,
Pepperdine Graziadio Business School
- 48. Braun Center for the School of Public Policy
- 49. Center for Learning and Technology
- 50. Villa Graziadio Executive Center
- 51. Thomas E. Burnett Jr. Heroes Garden
- 52. Design and Construction



Directions to the campus: The campus is located at Pacific Coast Highway and Malibu Canyon Road.

From Los Angeles and points south: Take the Santa Monica Freeway (10) west to Pacific Coast Highway (State Highway 1) and follow Pacific Coast Highway to Malibu Canyon Road. Turn right on Malibu Canyon Road, and the Seaver Drive campus entrance is on the left.

From San Fernando Valley: Take the Ventura Freeway (Federal Highway 101) to Las Virgenes Road, Malibu Canyon Road, and proceed south toward Pacific Coast Highway. Just before reaching Pacific Coast Highway, the Seaver Drive campus entrance is on the right.

From Ventura and points north: Take Pacific Coast Highway (State Highway 1) to Malibu Canyon Road, turn left on Malibu Canyon Road, and the Seaver Drive campus entrance is on the left.