

# Orientation to the Master of Science Degree in Juvenile Justice Online Degree Program College of Juvenile Justice & Psychology

This document is meant to give the incoming MSJJ Online student a brief introduction to the program, as well as important information as to how to begin the process of web learning.

## **Introduction to MSJJ Online Degree Requirements**

The MSJJ Online degree program was developed to be completed primarily through the student's personal computer and at their own time. Prairie View A&M University states that all major exams (mid-term and final exams) must be completed either on the Prairie View campus or at an approved testing center. If you decide to attempt an exam at a testing center, you must inform the instructor at the beginning of the course so that we can locate the testing center closest to you and make the necessary arrangements.

It is critical that the student read their *Master of Science in Juvenile Justice Graduate Student Handbook*. The *Handbook* is the governing document for the master's degree program. There are a number of important points in the Handbook that are worth review including:

- 1) The College of Juvenile Justice & Psychology offers a number of graduate assistantships, but they will only be offered to students who are able to make it to the Prairie View campus;
- 2) There are four required courses in the program that include Foundations of Juvenile Justice, Theories of Delinquency, Research Methods, and Applied Statistical Methods. Applied Statistics must be completed within the first 12 hours of the program;
- 3) There are five courses within the Masters of Science in Juvenile Forensic Psychology program that students are eligible to attempt that include Psychology and the Juvenile Law, Psychology of Crime and Delinquency, Violence and Aggression, Psychology and the Treatment of the Juvenile Offender, and Developmental Psychology. However, students may only transfer six credit hours or two of these courses into the MSJJ Online program. Also, these courses have not been developed for the web. Thus, students who wish to attempt these courses must plan to come to the PVAMU campus.
- 4) Students must complete a degree plan with their academic advisor before the completion of 12 semester hours. After completion of 12 semester hours they must complete an Official Application for Candidacy Form.
- 5) Students have the option of completing 36 hours of course work and attempting a comprehensive examination, or they may complete 30 hours of course work and 6 hours of thesis. Read the handbook carefully for the comprehensive exam procedures. Comprehensive exams must be completed

either on the PVAMU campus or at an approved testing center. The thesis prospectus and final defense may be completed either on the PVAMU campus or through a web camera. If the student chooses to use a web cam, they must be sure to inform their thesis chair so that we can plan to work out the technical details. The College of Juvenile Justice & Psychology does not provide web cams to students. Thus, students who choose this option must obtain their own web cams.

6) Direct all questions concerning necessary forms to be completed to Sandy Siegmund ([lsiegmund@pvamu.edu](mailto:lsiegmund@pvamu.edu) or 936-261-5234).

## Accessing Web Courses and Online Resources

1) Once admitted to the MSJJ Online program, the student must be advised by their advisor concerning courses they will attempt for a given academic semester. Students may check the PVAMU academic calendar concerning advisement and registration periods. The advisor will register the student, and the student will be ready to access their web courses.

2) To access web courses complete the following steps:

a. Go to Prairie View A&M University's website (enter

<http://www.pvamu.edu> in your web browser)

b. Click on Online Services (you will find it under the words "Prairie View A&M University")

c. Click on WebCT login/Assistance

d. You are asked for a WebCT Id and Password. Your WebCT Id will be the first letter of your first name and your full last name (example: Clete Snell would be csnell). Your password is your date of birth (Example: 032468 for March 24, 1968). I suggest that you change your password. Ask the WebCt helpdesk about how to do that). Click on Login.

e. At this point, you should see your courses in bold print (If you receive an error message, contact your advisor or the WebCt helpdesk). Click on the course title. Click on the syllabus and read it carefully. Click on the course introduction and read it carefully. The syllabus and course introduction will provide all the details of how the course will be conducted and how to navigate and use all the tools in WebCT (such as the discussion board, e-mail, lectures, quizzes, etc.) If you have questions or concerns, contact the instructor of the course.

3) All students must learn to use the American Psychological Association style of writing. We strongly recommend that you purchase the *Publication Manual of the American Psychological Association, 5th ed.* This book will provide the necessary information concerning how to cite scholarly material and construct a reference list. APA is used for all courses in the College of Juvenile Justice & Psychology (and almost all faculty use it for their own writing as well). Thus, it would be a very good resource for you to obtain.

4) All students must have access to a personal computer with a word processing program and internet access. We recommend that students use computers and software that are not more than two generations old. We do not require the use

of a particular web browser. Acceptable word processing programs include Microsoft Office products and Corel Word Perfect.

5) Students may access library materials from home. Contact the PVAMU John B. Coleman Library (<http://www.tamu.edu/pvamu/library/> ) concerning remote access to full-text documents and interlibrary loan procedures.

6) Students may obtain their text books in a number of ways. They can contact the faculty for a syllabus for the course or a list of text books to be used for the course. Students may shop around online at sites such as [www.amazon.com](http://www.amazon.com) , [www.barnesandnoble.com](http://www.barnesandnoble.com) , or by contacting the publisher online or over the phone. Students may also purchase the texts by either going to the Campus University Exchange, or students may go to the Campus University Exchange website and buy their books online. (Go to [www.pvamu.edu](http://www.pvamu.edu) , click on “online services”, click on “purchase textbooks online”, and follow the instructions.