Handbook for Public Policy Majors 2018 - 2019

Rigorous analysis, inspired action

Duke University’s Sanford School of Public Policy
A community pursuing innovative policy solutions to create positive change.
Did you come to Duke hoping to learn how to make a difference in the world? Do you want to gain practical skills to help you address the most pressing problems of today? If so, the Sanford School of Public Policy is a great place for you. From environment and energy to health and education, whether locally or globally, public policies affect the lives of everyone in crucial ways. And, because so many challenges in the world are complex and interconnected, we need interdisciplinary and creative approaches to help us identify, analyze and evaluate the options before us.

The Sanford School is a wonderful community. Our faculty and students collaborate through research and classwork to ask and answer big questions. Our students gain strong skills in communication, decision analysis, cost-benefit analysis, statistics and economics, as well as teamwork and leadership. These skills not only prepare them for the modern workplace but also position them to be change makers. At Sanford, you can gain these valuable skills while also joining others to focus on issues that you are passionate about and learning to think about them from multiple perspectives. Indeed, when Terry Sanford, former President of Duke University, Governor of North Carolina and United States Senator, started the public policy programs at Duke more than 45 years ago, he envisioned public policy as a modern liberal arts degree.

A degree in public policy is a gateway to many different careers. Our career services and alumni network offer opportunities for internships, and mentorship. It’s no wonder so many Sanford students have gone on to do great things. Our alums work in state and local government, but also in the private sector. To all their varied endeavors, they bring a public policy perspective and a desire to use their passion and education to make the world a better place.

Join us in a lifelong community of learners and doers.

Judith Kelley  
Dean, Sanford School of Public Policy  
ITT/Terry Sanford Professor of Public Policy  
Professor of Political Science
In Keeping with Our Namesake’s Legacy, the Sanford School of Public Policy Has Outrageous Ambitions.

We aspire to be a great school of public policy for the 21st century and to be recognized in the region, in the nation, and throughout the world as a leader in our field. Our vision for what it means to be a great public policy school derives from our core values -- constants that continue to define who we are and what we strive to be -- and from our mission statement:

“The Sanford School of Public Policy at Duke University educates tomorrow’s leaders and improves the quality of public policymaking through teaching, research, professional training, and policy and community engagement.”

Teaching That Empowers and Inspires
Our teaching equips future and current policy leaders with the skills, knowledge and experiences that empower and inspire them to make a positive difference in the world. We aim to be a model for an innovative, engaging and policy-relevant teaching and learning environment. Our commitment to our students extends to creating outstanding learning experiences outside the classroom, providing excellent career and professional development services, and maintaining lifetime connections and opportunities for interaction with our alumni.

Deep Engagement with the Policy World
We strive to be deeply engaged with the community of public policymakers in governments, international organizations, nonprofits, media organizations and the private sector. Our engagement should be a two-way street, both an avenue for projecting our research into policy and practice and a way for policymakers and practitioners to inform our teaching and research.

Diversity and Community
Our vibrant and diverse community of scholars, teachers, administrators and students shares a commitment to the mission of the Sanford School. It is the nature of public policy that we draw strength from our different disciplines, perspectives and personal backgrounds, and we pride ourselves on collaboration and a strong sense of community. Moreover, we live in a diverse world, and to produce great research that matters and to empower and inspire future leaders, we embrace diversity.

Research That Matters
Through the honors program, independent study, or research assistantships public policy majors have opportunities to explore policy research questions in depth; determine whether academic research might be a potential career path; or reap the rewards of working closely with an expert in a particular policy field.
Describing the Public Policy Major

The public policy studies major is an interdisciplinary social science program designed to provide students with the skills, analytical perspectives and substantive knowledge needed to respond effectively and fairly to major contemporary social problems. The core curriculum includes courses in economic and political analysis, statistics, political science, history and ethics. Electives offer a range of courses and seminars addressing complex policy issues such as health care, education, public finance, economic development, international trade, media regulation, racial politics and leadership. All students are required to participate in a 10-week practical internship to connect classroom learning to real world experience.

If there is a common theme to the diverse set of courses taken by a public policy major, it is the focus on analytical decision-making. How should a leader, facing some dilemma, determine what to do? Answers will not be found in a single analytical tool, such as cost-benefit analysis or political strategizing. Our students are trained to find creative and effective solutions by combining the skills and perspectives of the social sciences and management.

The curriculum prepares you for careers in the public sector, nonprofit organizations, think tanks, consulting firms and private companies. It also provides great background for further training in management, law, journalism or business.

Learning Objectives

Public Policy Majors will…
- Analyze and evaluate contemporary public policy problems.
- Apply knowledge and skills acquired through core coursework and co-curricular activities to a public policy internship.
- Communicate effectively to a range of stakeholders in academic and applied settings using a variety of verbal and written formats including policy memos, research papers, blogs, policy reports and other formats.
- Understand how to use research to inform data-driven policy decisions.
The Public Policy Curriculum
Components: 12 Courses Including Public Policy Focused Internship

5 Core Courses:

- **PUBPOL 155D** Introduction to Policy Analysis
  *Prerequisite for all core courses except Stats requirement*
- **PUBPOL 301** Political Analysis for Public Policy
- **PUBPOL 302** Policy Choice as Value Conflict
  or **PUBPOL 330/GLHLTH 210** Global Health Ethics
- **PUBPOL 303** Microeconomic Policy Tools
  or **ECON 201D** Intermediate Microeconomics I
- **STA 101** Data Analysis and Statistical Inference
  or STA 101-1, 102, 104, 111, or 130

2 Required Courses:

- **PUBPOL 304**: Economics of the Public Sector
- **History Elective**, from list designated by the PUBPOL department
  [http://sanford.duke.edu/academics/undergraduate/courses/history-electives](http://sanford.duke.edu/academics/undergraduate/courses/history-electives)
  *Note*: the history elective must be taken on campus at Duke

4 Electives:

- 4 PUBPOL electives at the 160-699 level (one of which MUST be a 401-699 level)

1 **Public Policy Internship & PUBPOL 120**:

The Sanford School faculty requires that all Public Policy majors complete a relevant internship prior to graduation. The purpose of this academic requirement is to give students an opportunity to apply concepts from the core courses in a real world setting. The Sanford Career Services Office (SCSO) must approve all internships in advance. Most internships are with public or nonprofit agencies, although in relatively rare instances an internship with a private for-profit company may be acceptable if the focus is on public policy. Regardless of the setting, the emphasis of the internship must be a project that uses professional skills, and it should not be administrative or service-focused. SCSO provides support for majors seeking public policy internships and works with majors to ensure they fulfill faculty-approved requirements for the internship experience.
Public Policy Internship & PUBPOL 120 Requirements
Further details on the internship requirement can be found on our website: http://sanford.duke.edu/academics/undergraduate/internships

<table>
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<tr>
<th><strong>TIME COMMITMENT</strong></th>
<th><strong>TIME</strong></th>
<th>Internship must start after declaring the public policy major and most students complete the internship the summer between Junior &amp; Senior year</th>
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<tr>
<td>● 350 Hours</td>
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<tr>
<th><strong>GEOGRAPHICAL LOCATION</strong></th>
<th><strong>LOCATION</strong></th>
<th>Domestic &amp; International Duke’s Restricted Regions List</th>
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<tr>
<th><strong>FINANCIAL ASSISTANCE</strong></th>
<th><strong>FINANCIAL</strong></th>
<th>Student must attend a Sanford Internship Workshop to learn more and to be eligible for funding</th>
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<tr>
<th><strong>APPROVAL</strong></th>
<th><strong>APPROVAL</strong></th>
<th>Receive approval of your SCL internship record, request permission number for PUBPOL 120 enrollment</th>
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<tr>
<th><strong>POST-INTERNSHIP DOCUMENTS</strong></th>
<th><strong>DOCUMENTS</strong></th>
<th>Supervisor Evaluation, Student Evaluation, &amp; 5-Page Memo</th>
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<tr>
<th><strong>Mandatory Documentation</strong></th>
<th><strong>Deadlines</strong></th>
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<tr>
<td>● CareerLink Internship Record</td>
<td>Summer: May 1, Fall: Aug 20, Spring: Aug 20</td>
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<tr>
<td>● Enroll in PUBPOL 120</td>
<td>Summer I: Drop/Add, Fall: Drop/Add, Spring: Drop/Add</td>
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<tr>
<td>● Supervisor Evaluation</td>
<td>Summer: Aug 5, Fall: LDOC, Spring: LDOC</td>
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<tr>
<td>● Student Evaluation</td>
<td>Summer: Aug 5, Fall: LDOC, Spring: LDOC</td>
</tr>
<tr>
<td>● 5-Page Memo</td>
<td>Summer: Aug 5, Fall: Nov 1, Spring: April 1</td>
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<tr>
<th><strong>EXAMPLES OF ELIGIBLE INTERNSHIPS</strong></th>
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<tr>
<td>● <strong>Public Policy Internships</strong> A wide variety of policy internships listed in the SCL internship database</td>
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<tr>
<td>● <strong>Sanford Local Internship Program</strong> Limited Fall/Spring options</td>
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<tr>
<td>● <strong>Duke in DC</strong> Spring semester study away program</td>
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<tr>
<td>● <strong>DukeEngage</strong> Pre-approved opportunities eligible each summer</td>
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<tr>
<td>● <strong>Hart Leadership</strong> Selected opportunities eligible each summer</td>
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<tr>
<td>● <strong>Limited Private Sector Internships</strong> Only those with significant public policy focus</td>
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Optional Curriculum Opportunities

Graduation with Departmental Distinction –Two Tracks to Honors
There are two tracks to graduating with Distinction in Public Policy: the honors seminar and the independent study route. The choice will depend on a number of factors.

The seminar provides students with the additional support of feedback from seminar participants, trains students in the presentation of research results, offers the opportunity for research funding, and can generate additional recognition (i.e., designation as a PPS Honors Program Scholar).

The independent study route may be chosen by students who realize after they have produced significant seminar/independent study papers that they are interested in pursuing topics in even more depth than they did in their class papers. The same standards will be used in judging papers whether they come from the honors seminar or through the independent study track.

For entry into either of the two tracks, a student must have at least a 3.40 average in a subset of core courses taken to date (i.e., PUBPOL 155D, 301, 302, and 303/substitute).

Distinction Requirements
For graduation with departmental distinction, students are required to complete an honors seminar or independent study project and produce an honors research project. To be awarded Distinction in Public Policy, a student must receive no less than an A- on the research paper as determined by the honors program director and have at least a 3.40 average in a subset of core courses (i.e., PUBPOL 155D, 301, 302, and 303/substitute). If a student is judged to have done a clearly superior research project, as evidenced by a grade of A or A+ as determined by the honors program director, and if the 3.40 or higher average in the above subset of courses is attained, Highest Distinction in Public Policy is awarded. The proposed program of research must be approved in advance by the Director of Undergraduate Studies.

More details on the honors program are provided in the link below or by connecting with the Honors Program Director.
http://sanford.duke.edu/academics/undergraduate/honors-programs

Honors Application:
http://sanford.duke.edu/academics/undergraduate/forms
Optional Curriculum Opportunities Continued

**Independent Study**
Independent study enables a student to pursue for course credit individual interests under the supervision of a faculty member. Independent study is of two types: Independent Study (non-research) and Research Independent Study.

The application process requires the development of a preliminary bibliography and work schedule along with a completed independent study form with approval from both the Director of Undergraduate Studies and the supervising faculty member. Completed requests must be submitted to the Sanford School Registrar before the drop/add date of the proposed semester to receive a permission number for course registration.

Independent Study Form and further instructions:
http://sanford.duke.edu/academics/undergraduate/forms

**Pathways in Public Policy**
Students who major in public policy may choose to focus their electives in Pathways. These are similar to “concentrations” in other majors. Pathways are not required but provide an opportunity to develop deeper knowledge in a specialized area of interest.

Pathways include global policy, social policy, economic policy, health policy, and policy journalism. Within each of these broad groupings, more narrowly defined clusters of courses and interests are described on the Sanford School website.
http://sanford.duke.edu/academics/undergraduate/curriculum/pathways
Study Away

Duke public policy students may expand their learning horizons further by enrolling in a wide variety of study away programs offered through Duke’s Global Education Office. The two programs listed below are sponsored by the Sanford School and are open to all Duke majors.

http://sanford.duke.edu/academics/undergraduate/global-education

Duke in Glasgow
Each fall, a seminar-sized contingent of students travel to Scotland to study policy issues at the University of Glasgow, historically esteemed for its contribution to political economy and moral philosophy. Students participate in a number of important cultural and political institutions as well as sightseeing excursions to explore the diversity of the UK. All students enroll in a specifically designed course on British policy and politics, while three additional elective courses may be chosen from the University’s regular offerings. During this study abroad semester, the 401-699 level PUBPOL elective requirement may be fulfilled, along with 2 PUBPOL additional electives.*

Please contact meghan.lail@duke.edu for more information.

Duke in DC- Policy, Leadership and Innovation
Based in the nation’s capital city, the Duke in DC program is available to all majors each spring semester. During this spring semester-long program, students enroll in three PUBPOL elective courses and independent study for course credit. The internship may fulfill the required public policy internship.

Please contact lisa.kukla@duke.edu for more information.

*For all other study abroad programs, only a total of 2 transfer PUBPOL electives are allowed. Please connect with the Assistant Director of Undergraduate Studies for all PUBPOL course transfer approvals.
Student Services for Public Policy Majors

Enrollment Eligibility
All public policy first majors are required to schedule and meet individually each semester with the program coordinator prior to course registration to review their progression through the major, discuss any questions and to be made eligible to enroll. Registration for the next semester is not possible without this meeting. Those students with another degree program other than public policy as their first major should contact that specific department for questions regarding registration eligibility.

Public Policy Faculty Advisor
Students are strongly encouraged to meet with their faculty advisor as they may be used as a resource to ask questions about course choice, program goals and the like. Each public policy major is assigned a faculty advisor within the Sanford School of Public Policy once they formally declare the major with the Academic Advising Center. Students may consult the Public Policy Experts section in the link below to seek a faculty member whose expertise reflects their interests.

http://sanford.duke.edu/people-and-research/faculty-directory

Career/Internship Services & Support
The Sanford School Office of Career Services primarily provides undergraduates help with resumes, cover letters and mock interviews as part of each public policy major’s internship search. They share information about potential internships and connect students with peers who have done similar internships of interest. They also provide alumni contacts and share possible jobs and fellowships with undergraduate students who have a professional interest in public affairs and public policy.

Duke’s Career Center located in the Smith Warehouse provides career advising and events for all our undergraduate students. You can sign up online to make an appointment with a career counselor. More information about Career Fairs, job search workshops and Employer Info Sessions can be found here: https://studentaffairs.duke.edu/career
Special Programs

Sanford EMBARK Program
Now entering its fourth year, the Sanford EMBARK Program provides programming and career support for students interested in exploring careers and “first jobs” in politics, advocacy, human rights, social justice, lobbying, policy research and government. This student-led team connects current students with Sanford and Duke alumni who support their specific policy-related interests through the October Networking Expo, informal coffee chats, digital profiles shared online, and the Non-Profit & Government Fair and alumni reception with Washington DC in early February.

For more information about EMBARK, connect through the list serve or join the student team, email suzanne.valdivia@duke.edu.

Hart Leadership Program
Public policy students may also participate in special experiential opportunities at home and abroad through the Hart Leadership Program’s Service Opportunity in Learning Program. Students have worked with homeless shelters, schools and service agencies across the U.S., refugee camps in Bosnia and community projects in Central America and South Africa. Public policy majors who participate in the Service Opportunities in Leadership Program may receive credit for completing their required public policy internship if they complete the policy paper and obtain the necessary evaluation forms from their sponsors.

Information about special service internship opportunities in the U.S. and abroad is available from the Service Opportunities in Leadership Program, part of the Hart Leadership Program in Room 113 or at (919) 613-7406.

4+1 Accelerated Master of Public Policy Track
The “4+1 Accelerated MPP” track (4+1 AMPP) is a new opportunity for Duke public policy majors to complete both their undergraduate and master’s degrees in five years. Majors who are able to pursue graduate-level coursework during their senior year will be eligible to apply in Spring of their junior year. The application deadline is April 20, 2019.

For more details about eligibility, the application process, 4+1 AMPP curriculum and other details, please email Meghann Lail, Public Policy Undergraduate Program Coordinator, meghann.lail@duke.edu.
Student Leaders – The Public Policy Majors Union

The student-led Public Policy Majors Union (PPSMU) is an influential and creative voice in the administration of the Sanford School, providing input on such issues as the selection of faculty, the curriculum, and the internship program. Moreover, the Union encourages students and faculty to meet informally and share ideas outside the classroom by sponsoring social functions and lunches throughout the year. The Union also helps host the School’s Board of Visitors in their twice-yearly visit to campus.

All declared public policy majors are a part of the Union and are included in the undergraduate list serve to receive the weekly PPSMU newsletter. New Majors Union Officers are elected by the public policy major student body each Spring semester.

The Sanford Community

As undergraduate public policy majors, you are not alone in the Sanford School. In addition to undergraduate instruction, the School also houses a professional master’s degree and a PhD program for graduate students interested in solving public-sector problems and a mid-career training program for individuals from the developing world who are pursuing careers as analysts and leaders. Research centers described elsewhere in this handbook are working to advance our understanding of policy issues and their solutions. Individual faculty members are also pursuing research on issues and problems facing today’s decision makers.

Take advantage of this vibrant academic community by meeting with faculty members whose interests are similar to yours.

Research Centers & Programs

The faculty of the Sanford School of Public Policy lead or collaborate with a wide variety of on-campus interdisciplinary research centers that are exploring vital policy questions and bringing provocative and timely speakers to campus. These research hubs can offer students opportunities to work with faculty on ground-breaking research, and to engage with leaders in many fields.

Listed on the following pages are institutes, centers and programs housed at the Sanford School, as well as other Duke centers in which public policy faculty members are active. Those led by Sanford School core or secondary faculty members include the faculty director’s name.
DeWitt Wallace Center for Media and Democracy is Duke University’s hub for the study of journalism. The center studies the interaction between news media and policy; supports watchdog and accountability reporting in the U.S. around the world; and teaches about the media’s role in democracy. The center manages the undergraduate Policy Journalism and Media Studies Certificate.

**Director:** Bill Adair, Knight Professor of the Practice of Journalism and Public Policy

[http://dewitt.sanford.duke.edu/](http://dewitt.sanford.duke.edu/)

Duke American Grand Strategy (AGS) Program is an interdisciplinary initiative spanning public policy and political science that creates and disseminates new knowledge in the grand strategy field. The mission of the program is to prepare the next generation of strategists by studying past generations and interacting with current strategic leaders. Through courses, distinguished lectures, and active learning opportunities, participants in AGS have the opportunity to interact with leaders from the world of policy as well as the best scholars writing on these topics today. The program is building a research community of faculty, graduate students, and undergraduates who are committed to deepening their understanding of America’s role in the world – past, present and future.

**Director:** Peter Feaver, Professor of Political Science and Public Policy.

[https://sites.duke.edu/agsp/](https://sites.duke.edu/agsp/)

Duke Center for Child and Family Policy brings scholars from many disciplines together with students, policymakers, and practitioners to address problems facing children in contemporary society. As a national leader in addressing issues of early childhood adversity, education policy reform, youth violence and problem behaviors, and adolescent substance abuse prevention, the center bridges the gap between research and policy by assisting policymakers in making informed decisions based on sound evidence and research. The Center also manages the Child Policy Research Certificate program which offers Duke undergraduates a chance to explore child and family policy issues through interdisciplinary study, while conducting original research on real-world policy issues.

**Interim Director:** Seth Sanders, Professor of Economics and Public Policy; Director of Graduate Studies, PhD Program

[http://childandfamilypolicy.duke.edu/](http://childandfamilypolicy.duke.edu/)
Hart Leadership Program is the first endowed undergraduate program at a major university to emphasize ethics, service, social entrepreneurship and the responsibilities of leadership as part of its curriculum.

**Director:** Gunther Peck, Associate Professor  
[https://hart.sanford.duke.edu/](https://hart.sanford.duke.edu/)

Duke’s Center for Political Leadership, Innovation, and Service (POLIS) seeks to inspire a new generation of political leaders and engaged citizens devoted to fixing the problems of contemporary politics. POLIS promotes what politics could be through classes, a speaker’s series, trainings, podcasts, open and civil dialogue, and collaboration with students, faculty, staff, other North Carolinians, and reform-minded individuals throughout the country.

**Director:** Frederick (“Fritz”) Mayer, Associate Dean for Strategy and Innovation, Sanford School, Professor of Public Policy, Political Science and Environment.  
[https://sites.duke.edu/polis](https://sites.duke.edu/polis)

The World Food Policy Center (WFPC) seeks to bridge research, policy and practice to address issues of food security. The center’s work spans global, regional and local food policy and model food communities. Our overarching priorities are Hunger and Malnutrition; Obesity and Diet-Related Disease; Agriculture and the Environment; and Food Safety and Food Defense. The WFPC identifies critical multi-stakeholder problems and harnesses research, creates an evidence base, convenes change agents and collaborates with policymakers and institutions to improve practices and policies that affect our food system, with positive impacts on public health, the environment, economic development, and social/cultural traditions, with a focus on low-income, marginalized communities. WFPC collaborates with faculty across Duke who offer courses that address food security issues, and who offer students opportunities for research and paid or volunteer work experiences in this broad field. The center also seeks to connect students with student affinity groups and internship opportunities.

**Director:** Kelly Brownell, Robert L. Flowers Professor of Public Policy  
[https://wfpc.sanford.duke.edu/](https://wfpc.sanford.duke.edu/)
The Sanford School Buildings

The Sanford Building and Rubenstein Hall are located at the corner of Science Drive and Towerview Road, across from Duke Law School.

**Card Access** Duke Card access for undergraduates is from 6 a.m. until midnight.

**Computer Usage** The Sanford School is fully equipped for wireless networking. You can log on to the Duke network from all common areas as long as your laptop is registered with Duke OIT. See https://oit.duke.edu/what-we-do/services/wireless-network

**Duke Network ePrint Service** visit https://oit.duke.edu/help/articles/printing-how-install-eprint

https://oit.duke.edu/what-we-do/applications/eprint

https://oit.duke.edu/what-we-do/services/printing

**The Sanford School Computer Lab** The lab is not part of the OIT lab system and is not generally available for undergraduate student use. Undergraduates may request access for honors class work or for faculty research projects. Requests for undergraduate access to the Sanford computer labs should be submitted by faculty to ppshelp@duke.edu.

**Recycling** Large, centrally located blue bins are clearly labeled and available to dispose waste items. Please do your part and help keep us green by taking advantage of this convenience.

**Saladelia Cafe at Sanford**, a popular eatery on the ground floor of the Sanford Building, offers salads, hot soups, tortilla wraps, sandwiches, yogurt, fruit, bagels, cookies, and several beverages. Hours are from 8 a.m. until 5:30 p.m., Monday through Thursday, and from 8 a.m. to 3 p.m. on Friday. They accept points, Flex, and cash. Vending machines are located adjacent to Fleishman Commons and on the ground level of Rubenstein Hall for additional snacks and drinks.
Sanford School of Public Policy Website

Our website ([www.sanford.duke.edu](http://www.sanford.duke.edu)) is a comprehensive source for information about our faculty, curriculum, research and policy-related special events here and elsewhere on campus. Some of our faculty members have also chosen to develop web pages for individual courses. Consult the website for answers to most questions about the major, as well as a list of faculty and staff contacts for additional information.

**Get the News. | Join the Conversation! | FOLLOW SANFORD**

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duke.sanfordschool

[@DukeSanford](https://twitter.com/DukeSanford)

[Duke University Sanford School of Public Policy](https://www.linkedin.com/company/duke-university-sanford-school-of-public-policy)

[DukeSanfordSchool](https://www.youtube.com/channel/UCfVw7tTb1v7R90Hc9Pv-hHw)

[duke_sanford](https://www.instagram.com/duke_sanford/)

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**This handbook is meant to help students understand the various requirements of the undergraduate public policy program at Duke. It will only supplement, not supersede, the “Academic Procedures and Information” set forth in the Bulletin of Undergraduate Instruction of Duke University. It is understood, therefore, that the Bulletin will be the final authority in the event any discrepancy might occur between the contents of these two publications.**
Key Contacts for Public Policy Majors

Visit the Sanford School of Public Policy at www.sanford.duke.edu for more details on the major as well as current news & events

**Undergraduate Program Coordinator**
Meghann Lail
Rubenstein Hall 104
919.613.7320
meghann.lail@duke.edu

**Director of Undergraduate Internships**
Elise Goldwasser
Sanford Building Rm. 257B
919.613.7311
elise.goldwasser@duke.edu

**Undergraduate Program Assistant**
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Rubenstein Hall 109A
919.613.7393
pamela.d.lewis@duke.edu

**Assistant Internship Director**
Suzanne Valdivia
Sanford Building Rm. 257B
919.613.7426
suzanne.valdivia@duke.edu

**Assistant Director of Undergraduate Studies**
Catherine Admay
Rubenstein Hall Rm. 282
919.613.9232
admay@duke.edu

**Sanford School Registrar**
Anita Lyon
Rubenstein Hall Rm. 108
919.613.7382
anita.lyon@duke.edu

**Director of Undergraduate Studies**
Christina Gibson-Davis
Rubenstein Hall Rm. 228
919.613.7364
PubPolDUS@duke.edu

**Dean of Sanford School**
Judith Kelley
Sanford Building Rm. 124A
919.613.7343
jkelley@duke.edu
Assistant: Kate Walker
kate.walker@duke.edu

* The Undergraduate Program Coordinator and Program Assistant will be most helpful for general information about the major, including: advisors, course requirements, electives, independent study requirements and special programs.

** The Sanford Career Services Staff will be most helpful for information about internships, including: requirements, applications and connections to alums at key organizations of interest.