

IDAHO STATE UNIVERSITY

STUDENT HANDBOOK FOR  
THE B.A. IN SOCIOLOGY WITH A  
CONCENTRATION IN CRIMINOLOGY

Welcome to the Sociology Department at Idaho State University! The B.A. in Sociology with a concentration in Criminology provides students with a broad exposure to the social sciences. The B.A. was developed to prepare students for positions in the criminal justice system, government agencies, and private business. The B.A. in Sociology with a concentration in Criminology also prepares students to enter graduate school or law school.

This handbook is designed to familiarize you with the program and student resources. A copy of the Student Handbook is available on our program homepage or in hard copy form in our offices in the Kegel Liberal Arts Building,

We encourage student involvement and welcome your questions, comments, and concerns.  
Best Wishes!

ISU Sociology Faculty

Telephone: 208-282-2170

## **Criminology Advisors**

We expect you meet with an advisor every semester to ensure that you are taking the courses in the appropriate sequence so that you can stay on track for graduation. An advisor will also suggest elective courses that are best suited for your career path.

### **Dr. Anthony Hoskin**

**Office:** Kegel Liberal Arts 363

**E-mail:** [hoskanth@isu.edu](mailto:hoskanth@isu.edu)

### **Dr. Deirdre Caputo-Levine**

**Office:** Kegel Liberal Arts 359

**Email:** [capudeir@isu.edu](mailto:capudeir@isu.edu)

## **Criminology Orientation**

We now have a mandatory orientation, which all Criminology students must attend before registering for SOC 2295 Criminal Justice Internship. This orientation is given once per semester. It will be announced through the department listserv and on our Face Book page.

## Degree Plan - Bachelor of Arts in Sociology with a Concentration in Criminology

Sociology majors must attain a grade of “C-” or better in all required and elective courses \*

<b>Required Courses for a B.A. in Sociology (18 credits)</b>			
SOC 1101 Introduction to Sociology (Fall, Spring, Summer)	3 cr.	SOC 3309 Social Statistics (prereq: MATH 1153, pass with a C or higher)	3 cr.
SOC 3301 Classical Social Theory (Fall)	3 cr.	SOC 4403 Contemporary Sociological Theory (Spring)	3 cr.
SOC/SOWK 3308 Sociological Methods & Social Work Research (Fall, Summer)	3 cr.	SOC 4462 Power, Class, and Prestige (Spring)	3 cr.

<b>Required Courses for the Area of Concentration in Criminology (13 credits)</b>			
SOC 2231 Juvenile Delinquency (Fall, Spring)	3 cr.	SOC 3301 Introduction to Criminal Justice (Fall)	3 cr.
SOC 2295 Criminal Justice Internship	4 cr.	SOC 4431 Criminology (Spring)	3 cr.

<b>Electives – three additional courses from the following list of courses (9 credits)</b>			
SOC 3321 Families in American Society (Fall, Summer)	3 cr.	SOC 4438 Sexual Crimes (Spring)	3 cr.
SOC 3366 The Community (Spring)	3 cr.	SOC 4492 Topics in Criminal Justice * (Fall & Spring)	3 cr.
Soc 4436 Elite Deviance and Crime	3 cr.	* May be repeated with different content	

<b>Recommended electives that will fulfill or partially fulfill General Education Requirements (14 credits)</b>			
SOC 1102 Social Problems (Partially satisfies Objective 6) (Fall & Spring)	3 cr.	SPAN 1101 Elementary Spanish I (Objective 4) (Fall & Spring)	4 cr.
SOC 2248 Critical Analysis of Social Diversity (Objective 7) (Fall & Spring)	3 cr.	SPAN 1102 Elementary Spanish II (Objective 4) (Fall & Spring)	4 cr.

<b>Recommended additional electives</b>			
POLS 2248 Politics and the Administration of Justice (contact department)	3 cr.	PSYC 2200 Child Abuse (contact department)	3 cr.
POLS 2249 Introduction to Criminal Law (contact department)	3 cr.	PSYC 3301 Abnormal Psychology I (Fall, Spring – PREREQ PSYC 1101)	3 cr.
POLS 4443 Constitutional Law (contact department)	3 cr.		

\* The C- requirement applies to students who enter the program in the 2018-2019 catalog year. All students who entered the program in prior years must attain a C or better in required and elective courses.

### Credit Requirements for Graduation

General Education Requirements *	36
BA in Sociology/Certificate in Criminal Justice *	39
Additional Credits to reach 120 Credits	45
Total Credits (must include 36 Upper Division Credits)	120

\* Twelve (12) of the credits in the 36 listed for General Education are also in the 39 required for the degree.

### Online Course Offerings

Several courses required or recommended for the B.A. in Sociology with a concentration are offered as fully online courses.

Course Name	Semester Offered	
SOC 1101 (Intro. to Sociology)	Every semester	also offered as a seated course
SOC/SOWK 3308 (Sociological Methods)	Summer	also offered as a seated course
SOC 3309 (Social Statistics)	Summer or Fall	also offered as a seated course
SOC 3321 (Families in American Society)	Summer or Fall	
SOC 3366 (The Community)	Spring	
SOC 2248 (Critical Analysis Social Diversity)	Fall, Spring	
SOC 1102 (Social Problems)	Every semester	

## **SOC 2295 Criminal Justice Internship**

The internship program provides undergraduate students with the opportunity to gain first-hand experience in professional settings appropriate for their academic background and career objectives. We expect that students will gain insights into different work settings for sociologists and learn how to apply their academic skills, and that the intern will be of assistance to the sponsoring agency.

### **Eligibility**

- Student must be a declared major in either the AA program or the Sociology BA with an area of Concentration in Criminology
- Criminal background check, if required by employer

### **Procedures**

**Students must meet with their advisor to set up the internship course.**

- Internships can be selected from a list of possible internship sites available from the Department of Sociology, Social Work, and Criminal Justice at ISU. Students may also select their own internship site if the Criminal Justice Director approves it.
- Students must fill out necessary applications for their selected site, including confidentiality agreement and background check if needed.
- Students should contact the supervisor at the internship site, express their interest in working there, and submit all application material.
- In order to receive internship credits, all paperwork must be completed.

### **Registration and Credit**

- Students will need to enroll in the department course SOC 2295 for 1-4 credits. \*
- Be sure to change the number of credits when registering or you will only be enrolled in one credit unit!
- SOC 2295 can be repeated for up to 6 credits.
- Internship courses are closed classes. Students will need a registration override from the Criminal Justice Director.
- Four internship credits are required for both the AA and the BA in Sociology with the Area of Concentration in Criminology.
- The internship course will be graded with a letter grade.

\* The 1-3 credit hour options are only for students who want pure elective credits that only count toward graduation. These credits will not fulfil the requirements for the internship.

- Duties and responsibilities of the intern will be agreed to by the Criminal Justice Director, the intern supervisor, and the intern, and will be outlined in this internship contract.
- Students are expected to maintain weekly logs reporting the hours worked, complete assigned readings, and write a reflection journal that applies course concepts and explains the relevance of the internship to the academic training of the student.
- Student interns are required to keep confidential any information designated by the sponsor as privileged.
- Hours worked in the internship per credit are as follows:

Number of hours of work per week required per credit\*:

Number of Credits	Number of hours
1	2.5
2	5
3	7.5
4	10

Number of hours of work required for semester per credit (based on 16 weeks/semester):

1	40
2	80
3	120
4	160

\*Students should dedicate some of the expected work hours per week toward the academic component. For example A student who wants to fulfill the degree requirement of 4 credit hours needs to log in approximately 10 hours per week and needs to devote two hours per week toward the academic component. The exact hours will be determined individually and specified in the contract.

## **Ethical and Professional Behavior**

**When working as an intern, students are representatives of ISU and our Department. It is imperative that they are responsible, dependable, ethical, and professional.**

Students are required to adhere to the ASA Code of Professional Ethics, which are guided by the following principles:

### **Principle A: Professional Competence**

Sociologists strive to maintain the highest levels of competence in their work; they recognize the limitations of their expertise; and they undertake only those tasks for which they are qualified by education, training, or experience. They recognize the need for ongoing education in order to remain professionally competent; and they utilize the appropriate scientific, professional, technical, and administrative resources needed to ensure competence in their professional activities. They consult with other professionals when necessary for the benefit of their students, research participants, and clients.

### **Principle B: Integrity**

Sociologists are honest, fair, and respectful of others in their professional activities—in research, teaching, practice, and service. Sociologists do not knowingly act in ways that jeopardize either their own or others' professional welfare. Sociologists conduct their affairs in ways that inspire trust and confidence; they do not knowingly make statements that are false, misleading, or deceptive.

### **Principle C: Professional and Scientific Responsibility**

Sociologists adhere to the highest scientific and professional standards and accept responsibility for their work. Sociologists understand that they form a community and show respect for other sociologists even when they disagree on theoretical, methodological, or personal approaches to professional activities. Sociologists value the public trust in sociology and are concerned about their ethical behavior and that of other sociologists that might compromise that trust. While endeavoring always to be collegial, sociologists must never let the desire to be collegial outweigh their shared responsibility for ethical behavior. When appropriate, they consult with colleagues in order to prevent or avoid unethical conduct.

### **Principle D: Respect for People's Rights, Dignity, and Diversity**

Sociologists respect the rights, dignity, and worth of all people. They strive to eliminate bias in their professional activities, and they do not tolerate any forms of discrimination based on age; gender; race; ethnicity; national origin; religion; sexual orientation; disability; health conditions; or marital, domestic, or parental status. They are sensitive to cultural, individual, and role differences in serving, teaching, and studying groups of people with distinctive characteristics. In all of their work-related activities, sociologists acknowledge the rights of others to hold values, attitudes, and opinions that differ from their own.

### **Principle E: Social Responsibility**

Sociologists are aware of their professional and scientific responsibility to the communities and societies in which they live and work. They apply and make public their knowledge in order to contribute to the public good. When undertaking research, they strive to advance the science of sociology and to serve the public good.

## Evaluation

- Grades will be based on an average of the evaluation from the onsite supervisor and the grade earned in the student's academic work.
- It is the intern's responsibility to ensure that both the reflection journal and evaluation form are turned in to the Criminal Justice Director by the end of finals week. Failure to do so will result in an unsatisfactory grade.

## Specific Instructions for Reflection Journal

- Every day after working at the internship site, the student should write about what they experienced and witnessed that day. These entries should be a minimum of ½ page in Word single-spaced.
- Students are required to apply concepts they have learned in Criminology and Sociology courses to their internship experiences (e.g. demographic predictors of crime, theories of why people commit crime, policy evaluations, crime control theology, etc.)
- Each student **must choose 3 academic articles related to their internship site**, read them at the beginning of the semester, and apply them to their internship experiences throughout their reflection journals.
- A good place to look for academic journal articles is Google Scholar and the Library's database.
- Each article must be referenced a minimum of one time.
- Chosen articles should be cited at the end of the journal.

## Checklist for Paperwork to be completed before internship begins

- Application form (if needed)
- Confidentiality agreement (if needed)
- Criminal background check (if needed)
- Internship contract outlining the internship duties and responsibilities, signed by the intern, the Criminal Justice Director, and the intern supervisor.

## Important Considerations for Participation in the Internship

- All students participating in the Criminal Justice Internship **are required to maintain confidentiality** for the participants of the programs in which they are interning. These agencies deal with sensitive issues that should be kept confidential. No one needs their information to be put on blast.
- If you experience something at your placement that causes you concern, contact Dr. Hoskin or Dr. Caputo-Levine.

**Department of Sociology, Social Work, and Criminal Justice**  
**CRIMINAL JUSTICE INTERNSHIP PROGRAM CONTRACT**

Course# \_\_\_\_\_ Spring/Summer/Fall \_\_\_\_\_

# of credit hrs. for internship \_\_\_\_\_

Student Name \_\_\_\_\_ Bengal ID \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Criminal Justice Director \_\_\_\_\_

Phone \_\_\_\_\_

E-Mail \_\_\_\_\_

Field Supervisor \_\_\_\_\_ Phone \_\_\_\_\_

Company/Agency \_\_\_\_\_

Address \_\_\_\_\_

Location of project workplace (if different from company/agency address)

\_\_\_\_\_

Internship Title \_\_\_\_\_

Criminal Background Check required? \_\_\_\_\_

Duration of internship: From \_\_\_\_\_ To \_\_\_\_\_

Weekly schedule for internship hours (days/hours): \_\_\_\_\_

Description of Internship Duties and Responsibilities:

Signatures

Student \_\_\_\_\_ Date \_\_\_\_\_

Field Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Criminal Justice Director \_\_\_\_\_ Date \_\_\_\_\_

## Course Descriptions

Please visit our website for a listing of our courses with complete descriptions.

<http://www2.isu.edu/sociolog/pdf/SocCourseDescriptions.pdf>

## Employment Opportunities

The Department of Sociology, Social Work and Criminology posts job openings in the Criminal Justice field on a bulletin board in the Sociology office suite and on the department Facebook page. Students can also utilize the Career Center.

Museum Building

Room 418

Tel: 208-282-2380

E-mail: [careers@isu.edu](mailto:careers@isu.edu)

### Possible Career Opportunities:

- Policing
- Parole & Probation
- Corrections
- Research & Quality Assurance
- Youth Worker
- Pre-Law
- Graduate studies in criminology, sociology, and criminal justice

## Professional Expectations for Criminology Internship Students

Student Name: \_\_\_\_\_ Faculty or Field Instructor Name: \_\_\_\_\_ Date/Semester: \_\_\_\_\_

Professional Value	Professional Behavior	Rating Low-High	Comments/ Recommendations
<b>Service</b>	<ul style="list-style-type: none"> <li>● Active participation in service learning requirements of the curriculum.</li> <li>● Demonstrating professional values and ethics in their interactions at service learning sites including being on time, appropriate dress, and readiness to serve.</li> </ul>	1 2 3 4 5	
<b>Social Justice</b>	<ul style="list-style-type: none"> <li>● Sensitivity in speech and actions when relating to persons who have experienced discrimination and oppression.</li> <li>● Learning ways to seek social change and advocate for a more just society.</li> </ul>	1 2 3 4 5	
<b>Dignity and Worth of Persons</b>	<ul style="list-style-type: none"> <li>● Speaking and behaving in ways that show respect for others.</li> <li>● Refraining from behaviors that interfere with the learning process in the classroom or work environment in the field setting.</li> </ul>	1 2 3 4 5	
<b>Professionalism</b>	<ul style="list-style-type: none"> <li>● Forming and sustain positive working relationships with others including using appropriate channels to resolve conflicts.</li> <li>● Accept responsibility for their own behavior in interaction with others.</li> <li>● Giving feedback in a constructive manner.</li> <li>● Accepting, applying and benefiting from constructive feedback.</li> <li>● Attending class and field site as scheduled, completing work, doing readings.</li> <li>● Utilizing resources as needed (ex. Writing Center, Counseling Center, Advising, and Supervision).</li> <li>● Seriously considering life commitments and course load in order to devote sufficient attention to studies.</li> <li>● Wearing professional clothing and conducting oneself in a professional manner.</li> </ul>	1 2 3 4 5	
<b>Integrity</b>	<ul style="list-style-type: none"> <li>● Meeting class or field responsibilities including preparation and active participation.</li> <li>● Doing own work and taking credit for own work—no plagiarizing, cheating, dishonesty in assignments and examinations.</li> <li>● <b><i>Treating any personal information that is heard in a strictly confidential manner (i.e. never disclose identifying information; maintain information shared in class, small groups, or field within that unit; use judgment in self-disclosing personal information).</i></b></li> </ul>	1 2 3 4 5	