



COLLEGE OF SOCIAL & BEHAVIORAL SCIENCES Human Rights Practice

FAQ on course registration for graduate students in Human Rights Practice (HRTS)

How do I register for courses?

Course registration is done via your account on [UAccess](#) (select Student Center). In order to register, you will need a University of Arizona [NetID](#). This should be set up as early as possible once you have accepted your admission to UA.

When do I register for courses?

Registration for summer and fall courses takes place in April, with course listings becoming available via [UAccess](#) in March. Spring course registration takes place via UAccess in November, with course listings becoming available in October. It's best to secure your spot in a course by registering as early as possible and no later than a month before it is set to begin. Information about course offerings will be distributed via email before the registration period begins. To see course listings, you can check the [UA Schedule of Classes](#) (select the Arizona Online campus).

What if there is a hold on my account that prevents registration?

Registration holds may be imposed by the Registrar or the Bursar for reasons such as unpaid tuition bills or missing admissions documentation. You will need to contact the appropriate office to resolve a registration hold.

When do HRTS courses run?

All HRTS courses are 7.5 weeks and there are two sessions per term (i.e., fall 1 and 2, spring 1 and 2, and summer 1 and 2).

HRTS courses are entirely online and asynchronous, i.e., with no set meeting time.

However, many courses include some synchronous component, such as guest lecturers or student group work. Synchronous components are separately scheduled during the course

by the instructor and/or by student groups. Alternative assignments are provided for those unable to attend a particular synchronous session.

How many courses should I register for?

Students ordinarily take one course per session, i.e., two per term. A lighter pace is recommended earlier in the program, with course loads potentially increasing over time. Taking two courses per term in spring, fall, and summer equals 18 units of credit per year. This pace would enable a student to complete a Certificate within one academic year and the MA within two academic years, although some students choose to take longer.

Do I need to register for courses every term?

Yes. In order to meet the required [continuous enrollment policy](#), students must register each fall and spring semester for a minimum of 1 graduate unit, from original matriculation until all course requirements are met. (Summer registration is optional.)

If you are unable to enroll for courses during any fall or spring semester, please let us know as you will need to apply for a [Leave of Absence](#).

Can I take a course more than once?

Most HRTS courses can only be taken once. However, HRTS courses that are numbered in the 590s are colloquiums with rotating topics. You can take these courses up to three times (for a total of 9 units of credit) *as long as each time has a different topic*. Information about the topics of colloquiums will be provided before the registration period for each semester.

Do all courses need to be HRTS courses?

Ordinarily yes, though students may petition the HRTS program to take a limited number of courses from other departments if they are directly relevant to the study of human rights.

Is there a required sequence to courses?

No, courses may be taken in any order. It may be beneficial to take required courses (e.g., HRTS 500, 501, 510) earlier in the program but this is not a requirement. The Capstone Project (see more details below) is to be completed during the final semester before graduation.

Do I need to complete an internship?

Participation in internships (and other forms of “[experiential learning](#)”) are strongly encouraged although not required. Credit for internships can be earned by registering for HRTS 599: Independent Study. You will need a faculty supervisor, who may or may not be the supervisor of the work of the internship itself (for example, if the internship is with an outside NGO or other organization).

You can approach any HRTS course instructor and/or your advisor regarding supervision of an internship, ideally at least one semester before you plan to undertake it. This faculty supervisor can help you to identify, plan, and carry out the internship.

What is the MA Capstone Project?

As its name suggests, the MA Capstone is a summative project that draws together themes from your prior studies and work in human rights practice. It can also provide a launching pad for your next phase of work or studies by demonstrating your skills and experience. All MA students complete HRTS 909: Capstone Project. (Certificate students may or may not need to complete a similar project depending upon the certificate in which they are enrolled.)

What are the requirements for the MA Capstone Project?

The Capstone format can be very flexible in order to meet your academic and professional needs. It can be a traditional research paper but also take other formats such as a reflection paper on an applied experience/internship, a multimedia presentation, or the organization of a seminar or other event. The specific parameters of the Capstone are set up beforehand between the student and the supervisor.

When should I start planning on the Capstone?

You should start to think about potential Capstone ideas as early as your second semester in the program. You can approach any HRTS course instructor and/or your advisor at any time to brainstorm ideas. You should determine your topic and select a supervisor at least six months before your planned graduation.

When should I complete the Plan of Study?

The Plan of Study lays out the courses that you have already taken and those that you still intend to take. The initial Plan of Study should be filled out via GradPath on [UAccess](#) early in the semester before you plan to graduate.

When are degrees awarded?

The MA and Certificates are awarded three times a year -- at the end of the fall, spring, and summer terms. Students need to have completed all required courses and to have maintained an overall GPA of at least 3.0 in order to graduate.

How can I get more information about the program?

The [Human Rights Practice website](#) is full of information about the program. It includes access to the [HRTS Graduate Handbook](#). You should also feel free to reach out to your advisor at any time.