

THE POLICIES AND PROCEDURES FOR GRADUATE MINOR IN ECONOMICS

Department of Economics, The Ohio State University
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Program Administrators

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The Graduate Minor in Economics will benefit graduate students in other OSU departments, who wish to improve their substantive knowledge of theory, empirical methods and model analysis in the areas of microeconomics, macroeconomics, econometrics and their applications. Such training is intended to complement the student's chosen graduate major field. The Director of Graduate Studies (DGS) in Economics cannot advise prospective graduate minor students how the Graduate Minor in Economics can *specifically* complement students' home graduate program. A student should therefore consult the advisor in the home/major department as to how the Graduate Minor in Economics can enhance the student's major academic goal.

The application form to Graduate Minor in Economics is available at the end of this document.

Procedures

A student must apply for admission to the Graduate Minor in Economics using the Application Form provided by the Economics Program. Graduate Minor Application Form for admission may be submitted any time. Shortly after receipt of the completed Application Form, the Economics Office of Graduate Studies (OGS) will acknowledge the receipt of the student application.

Upon admission to the Graduate Minor in Economics, the students will receive a letter signed by the Economics DGS to that effect with cc: to the Graduate School as well as student's home department advisor and office of graduate studies. The Graduate School also will send the student an acknowledgement of admission to the Graduate Minor in Economics program.

Before enrolling in the Graduate Minor in Economics, the Economics DGS must approve the student's Economics Graduate Minor Program Plan of Study. The Economics OGS will send copies of the student's Plan of Study to the student's home program advisor and office of graduate studies. The student must adhere to taking courses as indicated in the approved Plan of Study. If a change in the Plan of Study is necessary, the student must obtain the Economics DGS's prior approval for a revision. Whenever there is a substantive change in the student's Plan of Study, the Economics OGS will send the revised Plan of Study signed by the Economics DGS to the student's home program advisor and office of graduate studies. Graduate School will match the courses completed with those in the approved Graduate Minor Program Plan of Study. An unauthorized departure from the Graduate Minor Program Plan of Study can lead to a loss of transcript designation.

When requirements for the minor have been completed, the Economics DGS issues the signed Graduate Minor Transcript Designation Form, which will be submitted to the student's home department and the Graduate School.

Policies

The goal of the Graduate Minor in Economics is to provide a graduate curriculum in which non-economics graduate students learn economists' methods and concepts so that they can appreciate journal articles, working papers and graduate-level textbooks in the areas of their interest. After a few core courses in the Graduate Minor program, students should be able to take some of the field courses in our Ph.D. program, especially the first courses in select fields¹. Depending on their technical backgrounds, some students may also be able take some of our Ph.D. core courses in theory and econometrics.

The Graduate Minor in Economics conforms to the Graduate School requirements for a Graduate Minor².

Eligibility: An Ohio State University student already enrolled with good standing in a graduate program whose home department is not the Department of Economics.

Enrollment Procedure: A prospective student for the Graduate Minor in Economics must apply to the Economics Office of Graduate Studies (OGS), and must obtain the approval by the Director of Graduate Studies in Economics (DGS) of an academic plan that satisfies the Minor program.

Requirements: A student must take at least 3 courses and earn at least 11 credit hours from the set of graduate economics courses to be approved by the Economics DGS, and must earn a grade of B or better in each course approved by the Economics DGS. If a course allows a non-letter grade, the student must obtain approval from the Economics DGS prior to taking the course on the basis of Satisfactory (S)/Unsatisfactory (U) and must earn an S. No qualifier examination or field examination is required for the Graduate Minor in Economics; no part of the course requirements can be partially or wholly substituted for by a qualifier examination or field examination.

Transcript Designation: Upon meeting the course and grade requirements, the "Graduate Minor in Economics" will be designated in the student's official OSU transcript.

¹ Our Ph.D. program offers eight fields, each field consisting of three or more courses, and, on average, approximately 25 field courses are offered in a given academic year. The eight fields can be grouped into microeconomics (4 fields: advanced theory, labor economics, industrial organization, public finance & urban economics), macroeconomics (2 fields: macro & monetary economics, international economics), econometrics (1 field) and economic history (1 field).

² II.7.9.4 Graduate Minors (OSU Graduate School Handbook).

- a. The Graduate Minor involves one program outside of a student's major graduate program. The Graduate Minor requires a minimum of 14 hours of graduate level course work in at least four courses.
- b. The student must receive a grade of B or better, or S, in each course comprising the Graduate Minor.
- c. The completed Graduate Minor will appear on the student's permanent record (transcript).

Course Requirements: At least three graduate courses in economics, each with the grade of B or better, must be taken to satisfy the Graduate Minor in Economics. At least two of the three courses must be core concept and methodology courses, and one of them must be chosen from the following set of five core microeconomic theory courses³:

Economics 6711 Survey of Microeconomics
Economics 8711 Microeconomics IA
Economics 8712 Microeconomics IB
Economics 8713 Microeconomics IIA
Economics 8714 Microeconomics IIB

Graduate Minor Courses

The following courses are designed for Graduate Minor in Economics.

Economics 6700 (3 credit hours): Survey of Mathematical Methods in Economics
Economics 6701 (3 credit hours): Survey of Statistical Methods in Economics
Economics 6711 (4 credit hours): Survey of Microeconomics
Economics 6721 (4 credit hours): Survey of Macroeconomics
Economics 6731 (5 credit hours): Survey of Econometric Methods I
Economics 6731 (5 credit hours): Survey of Econometric Methods II

Four courses, Economics 6711, 6721, 6731, and 6732, provide core concepts and methodologies for Graduate Minor students. Other core concept and methodology courses are first-year core Ph.D. courses in microeconomic theory (8711, 8712, 8713, 8714), macroeconomic theory (8721, 8722, 8723, 8724) and econometrics (8731-8733). The 6700-level Graduate Minor courses are given at a technical level strictly below that of the first-year core Ph.D. courses.

Economics 6700, 6701, 7700, and 7701 shall not be used to satisfy the course requirements of the Graduate Minor in Economics. The Economics DGS may give an exception to 6700, to be counted towards Graduate Minor credits, if it is taken concurrently with 6711⁴. Unless explicitly approved, individual studies, research & technique, colloquium, workshops and seminars are not admissible towards the Graduate Minor in Economics requirement. If such a course is used as a vehicle to deliver substantively lecture-type instructions, however, the Economics DGS will designate it as an admissible course for the Graduate Minor in Economics.

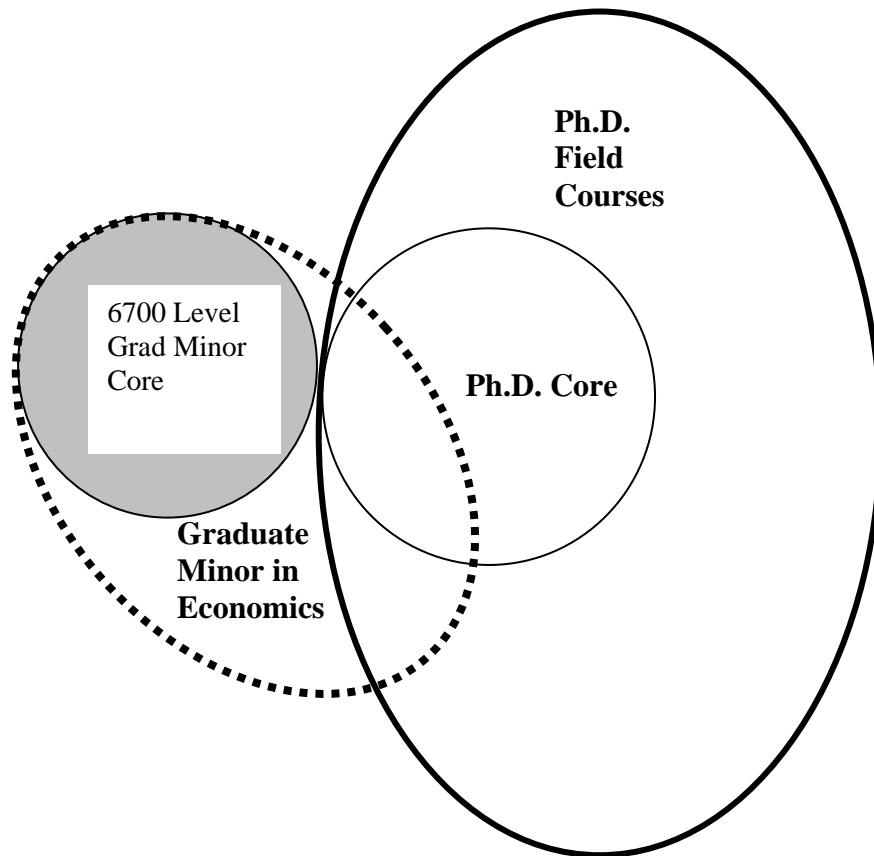
Graduate Minor students are not restricted to 6700-level courses; they may take Ph.D. core courses with the Economics DGS permission. Graduate Minor students should be able to access the first courses in applied fields after completing one or two of the 6700-level core concept and methodology courses⁵. The Venn diagram below summarizes the Graduate Minor program in relation to the overall

³ Economics 6711 is the most basic to all courses, and thus a prerequisite, explicitly or implicitly, to all courses in our graduate level core and field courses. If a student already has a course equivalent to Economics 6711 or higher, the student will be directed to a core micro theory course.

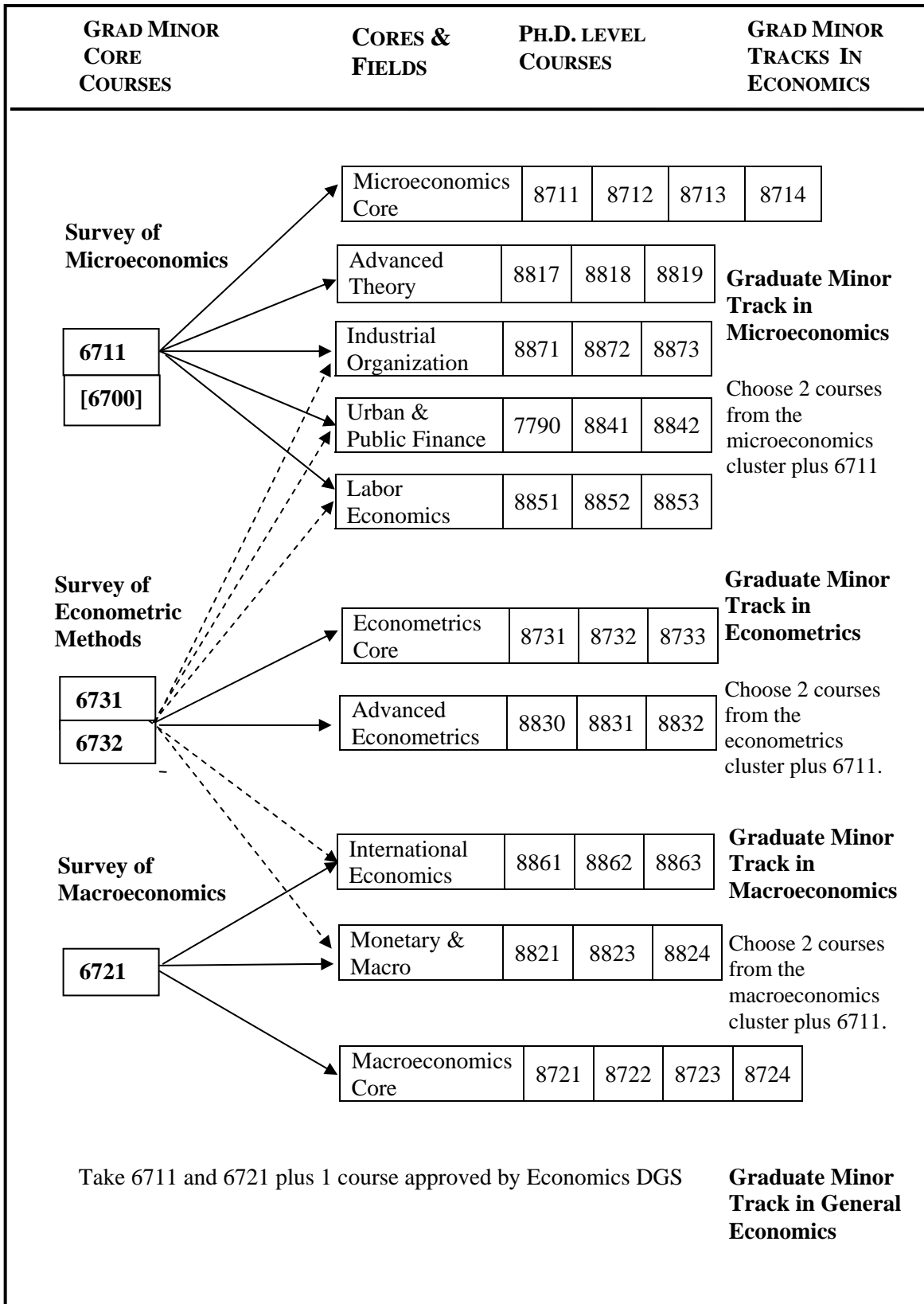
⁴ Economics DGS strongly recommends that 6700 and 6711 be taken concurrently especially when they are taught by a same instructor.

⁵ Our program has eight fields, each consisting of three or more field courses. Usually the first course of a given field is the most accessible after the Graduate Minor core courses.

graduate program in economics. A schematic diagram illustrating the curriculum structure is provided in the next page, followed by a descriptive list of entire graduate course offering in economics.



In the next page a schematic chart illustrating the curriculum structure is provided, to give a more descriptive content to the above Venn diagram. The chart is not an exhaustive list of all graduate lecture courses, but illustrates only typical field courses.



Application to the Graduate Minor in Economics

Student Name: (LAST NAME, First Name)

Nationality: _____ Gender _____ OSU Diversity Code _____
OSU ID Number: _____ E-mail address: _____@osu.edu

Local Address: _____

Phone numbers: Home _____ Cell _____ Office _____

Home Graduate Program: _____ Entry Quarter/Year _____

Home Graduate Degree (select one): Ph.D. only Ph.D./M.A./M.S. M.A./M.S.

Cumulative GPA of all OSU courses taken (graduate and undergraduate)

Cumulative GPA of all OSU graduate courses taken

GRE (Month /Year): Quantitative: / %, Verbal: / % Analytic Writing

Undergraduate Degrees & Institutions:

Masters Degree/ Major / Institution

In applying to the Graduate Minor Program in Economics, I intend to follow its Policies and Procedures. I understand in particular that I must score the minimum grade of B in each course that the Economics Director of Graduate Studies approves for the Graduate Minor Program in Economics, and that "Graduate Minor in Economics" will be the transcript designation upon successful completion of the program. I am submitting the following documents to support my application to the Graduate Minor in Economics.

- *Statement of Purpose: at most two pages, single line space, 1 inch margins on all sides*
- *All Undergraduate Transcripts: copies of transcripts filed in the home department office accepted.*
- *A copy of OSU Advising Report in lieu of the OSU transcript copy.*

Student signature

Date

I approve the student's pursuit of the Graduate Minor in Economics.

Home Graduate Advisor (Printed Name) Signature Date

Home Graduate Advisor's OSU office address, contact phones and email address

I approve the student's application to the Graduate Minor in Economics

Hajime Miyazaki _____
Director of Graduate Studies, Economics Signature Date

**Office of Graduate Studies <economics-ogs@asc.ohio.state.edu>
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