

Dear Public Policy Major,

Congratulations on declaring public policy as your major! We're happy that you've joined us in the Sanford School of Public Policy and we're looking forward to getting to know you.

We want to give you some information to help you get started on the major. The public policy student handbook and majors' worksheet are terrific resources with lots of information about the course requirements, the public policy internship, the honors project, study away programs, and other opportunities in Sanford. <https://sanford.duke.edu/academics/undergraduate/current-students>

Here are some examples of questions that can be answered in the handbook:

- Who do I contact with my questions?
- What are the major requirements?
- What courses fulfill the electives requirement?
- What do I need to complete my internship requirement? What are the procedures? What are the internship deadlines?
- What is the honors program and how do I apply?
- How do I register for an independent study course?
- Who approves my study abroad courses?
- What is the 4+1 Master's Program in the Sanford School of Public Policy?

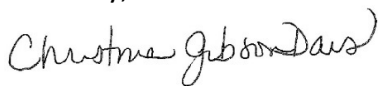
It is never too early to think about internships! Every public policy major has to do an internship in order to graduate. Most internships occur between junior and senior year, but if you meet certain requirements, you can also do one after your sophomore year. The first step is to sign up through Career Link for an appointment at the internship office. <http://sanford.duke.edu/academics/undergraduate/internships>.

We encourage you to become an active member of the Public Policy Majors Union, read the newsletter, and follow the Facebook page. You may also want to regularly check the Sanford events page to find out about upcoming special lectures and other events. <https://sanford.duke.edu/policy-connect/events>

If you are interested in doing research, check out the list of available research assistantships. You can contact the faculty directly to apply for the positions. <https://sanford.duke.edu/academics/undergraduate/research-assistantships>

Welcome to the Sanford School of Public Policy! The next steps are outlined on the following page. Please feel free to contact us if you need additional information.

Sincerely,



Professor Christina Gibson-Davis
Director of Undergraduate Studies

Public Policy Majors Next Steps

1. Bookmark the PUBPOL Major Worksheet and Handbook

<https://sanford.duke.edu/academics/undergraduate/forms>

Still have questions? Email suzanne.pierce@duke.edu or pamela.d.lewis@duke.edu for help!

2. Sign up for Sanford CareerLink (first step for getting your internship)

<http://sanford.duke.edu/academics/undergraduate/internships>

Within two business days of signing up you will receive an email from your internship TA requesting an appointment to help you get the ball rolling on your policy internship requirement. It is never too soon to schedule your first meeting with your internship TA.

3. Check your Faculty Advisor Assignment

Within a couple of weeks of joining the major you'll be able to view your Faculty Advisor assignment in DukeHUB. We strongly encourage you to meet with your faculty advisor each semester.

4. Read all PUBPOL Department Emails

The [Public Policy Majors Union](#) sends out a condensed newsletter once a week to let you know what's going on in Sanford.

5. Are you Eligible to Enroll?

PUBPOL students **MUST** meet with the undergraduate advising team prior to course registration. This meeting allows for discussion of degree progress and clearance for enrollment eligibility in DukeHub. Information about the advising meetings is sent 3 weeks prior to the semester's registration period.

To Know...

PUBPOL Undergraduate Contacts

PROFESSOR CHRISTINA GIBSON-DAVIS | Director of Undergraduate Studies | cgibson@duke.edu

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