PROGRAM IN SOCIAL-ORGANIZATIONAL PSYCHOLOGY
DEPARTMENT OF ORGANIZATION & LEADERSHIP

http://www.tc.edu/o&l/orgpsych/

MASTER OF ARTS (M.A.) DEGREE IN PSYCHOLOGY: ORGANIZATIONAL

PROFESSIONAL PURPOSE
This M.A. program is designed to provide proficiency and advanced knowledge in the psychology of organizations. Qualified students are given the opportunity to develop their program in a manner consistent with their career interests, capacities, and background.

The program provides access to courses at Teachers College as well as other areas of Columbia University. The program awards one general degree entitled “Psychology: Organizational,” regardless of the specific classes taken. Students may decide to pursue a broadly based program and therefore take a variety of courses, or they may concentrate their courses in a more specific area, such as: 1. human resource development, 2. organizational change and consultation, or 3. conflict resolution.

The program is designed to provide education leading to professional employment or to continuation of graduate work beyond the masters degree. Students are often employed in the positions typically found within the personnel or human resource function of middle or large-size organizations. Some specific examples include positions in training, career development and counseling, personnel research, organization development consultation, management development, employee relations, selection and assessment, and human resource planning.

ADMISSION
Persons from a variety of academic backgrounds and work experiences may qualify for admission to the program. Primary consideration for admission is given to previous academic record, work experience, letters of reference, GRE scores, and the personal statement.

Applications for admission should be requested from the Office of Admission, Teachers College, 525 West 120th Street, New York, NY 10027 (212-678-3710). Admission material and information can also be found on the Web at: www.tc.columbia.edu. A completed application, official transcripts of previous studies, GRE scores, and descriptions of work experiences must be provided in addition to the personal statement. The personal statement should indicate the applicant’s career objectives and the reasons why this program is well suited to the student’s stated needs, interests, and qualifications. The application process is self-managed and no applicants will be considered until all of the above information is received by the Teachers College Office of Admissions.

Further, a candidate may be requested to have an interview with a faculty advisor before a final admissions decision is rendered.

<table>
<thead>
<tr>
<th>Application Deadlines for the M.A. degree in Psychology: Organizational</th>
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<tbody>
<tr>
<td>Summer or Autumn (priority deadline) January 15th of the year seeking admissions</td>
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<tr>
<td>Summer or Autumn (final deadline) April 15th of the year seeking admissions</td>
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<tr>
<td>Spring term (final deadline) November 1st, prior to the start of the spring semester</td>
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SCHEDULE OF CLASSES

Teachers College courses - [http://www.tc.columbia.edu/tc2Dschedule/schdsearch.cgi](http://www.tc.columbia.edu/tc2Dschedule/schdsearch.cgi)


PROGRAM OF STUDY OVERVIEW

The program curriculum is comprised of major courses consisting of four required core courses, five required advanced core courses, other elective ORLJ courses, and 3 non-ORLJ courses taken for at least 2 points each in related fields. These courses must be taken within Teachers College (see Teachers College Catalog, “General Requirements for the M.A. Degree”).

Courses available at the Graduate School of Business, Engineering and Applied Sciences, Social Work, and in other areas of the Columbia University Graduate programs may be taken. These related courses count toward the elective course work within social-organizational psychology, not toward the 3 non-ORLJ courses that must be taken within Teachers College. Students should consult with an advisor to select courses to satisfy the latter requirement. An effort is made to assist students in developing a program of study that will best meet their personal career interests and objectives. Certain required courses may be waived or substituted with others depending on the person’s undergraduate background, graduate study and work experience.

<table>
<thead>
<tr>
<th>Summary: Course Requirements</th>
<th>Social-Organizational Psychology M.A. Program</th>
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<tbody>
<tr>
<td><strong>COURSES</strong></td>
<td><strong>POINTS</strong></td>
</tr>
<tr>
<td>Core Level 1</td>
<td></td>
</tr>
<tr>
<td>• 4 courses @ 3 points each</td>
<td>12</td>
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<tr>
<td>Core Level 2</td>
<td></td>
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<tr>
<td>• 5 courses @ 3 points each</td>
<td>15</td>
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<tr>
<td>Breadth Requirement</td>
<td></td>
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<tr>
<td>• 3 courses @ at least 2 points each</td>
<td>6-9</td>
</tr>
<tr>
<td>• Non-ORLJ</td>
<td></td>
</tr>
<tr>
<td>• must be taken at Teachers College</td>
<td></td>
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<tr>
<td>Elective/Concentration Courses</td>
<td></td>
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<tr>
<td>• ORLJ -or-</td>
<td>9-12</td>
</tr>
<tr>
<td>• Non-ORLJ (course(s) must be at least 2 credits)</td>
<td></td>
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<tr>
<td>TOTAL</td>
<td>45</td>
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</table>

Within the program, persons may elect to concentrate in any one of three areas:
- human resource development
- organizational change and consultation
- conflict resolution.

However, students are not required to choose a concentration. Thus, if a student desires a broadly based and general degree in social-organizational psychology, courses may then be selected, with the assistance of an advisor, across all three areas of concentration.
### CORE LEVEL 1:
- Functions of Organizations [ORLJ 4002]
- Organizational Psychology [ORLJ 4005]
- Understanding Behavioral Research [ORLJ 4009]
- Human Resource Management [ORLJ 5003]

### CORE LEVEL 2:
- Group Dynamics [ORL 5362]
- Organizational Dynamics [ORLJ 5045]
- Psychological Aspects of Organizations [ORLJ 5106]
- Fundamentals of Cooperation, Conflict Resolution, & Mediation in Different Institutional Contexts [ORLJ 6040]

Plus ONE of the following applications courses:
- Internship in Organizational Psychology [ORLJ 5012]
- Basic Practicum in Conflict Resolution & Mediation Skills [ORLJ 5340]
- Practicum in Change & Consultation in Organizations [ORLJ 6343]

### BREADTH REQUIREMENT:
3 “non-ORLJ” courses required; at least 2 credits each; must be taken at Teachers College

1. [Course #]
2. [Course #]
3. [Course #]

### ELECTIVE/CONCENTRATION COURSEWORK:
Usually ORLJ but can be outside of ORLJ if relevant or other CU course(s), e.g. Business School, School for International & Public Affairs, etc.

1. [Course #]
2. [Course #]
3. [Course #]
4. [Course #]
5. [Course #]
6. [Course #]

### OPTIONAL AREAS OF CONCENTRATION

#### HUMAN RESOURCE DEVELOPMENT
- ORLJ 5106 – Psychological Aspects of Organizations
- ORLD 5055 – Staff Development & Training
- CCPJ 5062 – Career Counseling & Development

#### ORGANIZATIONAL CHANGE & CONSULTATION
- ORLJ 5045 – Organizational Dynamics & Theory
- ORLJ 5310 – Preparation for Coaching
- ORLJ 5106 – Psychological Aspects of Organizations
- ORLJ 5005 - Leadership

#### CONFLICT RESOLUTION
- ORLJ 5340 – Basic Practicum in Conflict Resolution & Mediation Skills
- ORLJ 6040 – Fundamentals of Cooperation, Conflict Resolution & Mediation in Different Institutional Contexts
- ORLJ 6350 – Advanced Practicum in Conflict Resolution & Mediation, Section I
- ORLJ 6350 – Adv Prac. in Conflict Resolution & Mediation, Sec. II: Designing Conflict Management Systems
**Core Required Courses: Level 1**

Regardless of concentration, the following five courses are required for all candidates, unless waived by the program adviser due to the person’s background:

- ORLJ 4002 Functions of Organizations (3)
- ORLJ 4005 Organizational Psychology (3)
- ORLJ 4009 Understanding Behavioral Research (3)
- ORLJ 5003 Human Resource Management (3)

**Advanced Core Required Courses: Level 2**

- ORLJ 5362 Group Dynamics (3)
- ORLJ 5045 Organizational Dynamics (3)
- ORLJ 5106 Psychological Aspects of Organizations (3)
- ORLJ 6040 Fundamentals of cooperation, conflict resolution and mediation in different institutional contexts (3)
  
  Plus one of the following applications courses
  
  - ORLJ 5012 Internship in Organizational Psychology (1-3)
  - ORLJ 5340 Basic Practicum in Conflict Resolution and Mediation Skills (3)
  - ORLJ 6343 Practicum in Change and Consultation in Organizations (3)

**Social-Organizational Psychology: Human Resource Development**

Four recommended courses for this area of concentration:

- ORLJ 5106 Psychological Aspects of Organizations (3)
- ORLD 5055 Staff Development and Training (3)
- CCPJ 5062 Career Counseling and Development (2-3)

**Social-Organizational Psychology: Organizational Change and Consultation**

Five recommended courses for this area of concentration:

- ORLJ 5045 Organizational Dynamics and Theory (3)
- ORLJ 5310 Preparation for Coaching (3)
- ORLJ 5106 Psychological Aspects of Organizations (3)
- ORLJ 6343 Practicum in Change and Consultation in Organizations (4)
- ORLJ 5005 Leadership (3)

**Social-Organizational Psychology: Conflict Resolution**

(Note: Students interested in receiving a Certificate of Attendance in Conflict Resolution must complete a sequence of 5 courses and 1 semester of internship.)

Four recommended courses for this area of concentration:

- ORLJ 5340 Basic Practicum in Conflict Resolution and Mediation Skills (3)
- **ORLJ 6040 Fundamentals of Cooperation, Conflict Resolution and Mediation in Different Institutional Contexts (3)**
- ORLJ 6350 Advanced Practicum in Conflict Resolution and Mediation, Section I (3)
- ORLJ 6350 Advanced Practicum in Conflict Resolution and Mediation, Section II: Designing Conflict Management Systems (3)

**Starting Spring 2007 semester, this course is being replaced by ORLJ 5014: Special Topics: Managing Conflict in Organizations**

**Other Suggested Social-Organizational Psychology Elective/Concentration Courses:**

The following courses are suggested electives within ORLJ. Students may choose from among these electives and other relevant electives that are not listed here.

- ORLJ 4901-012 Research Team (3)
- ORLJ 5005 Leadership and Supervision (3)
- ORLJ 5012 Organizational Internship (1-4)
- ORLJ 5016 Special Topics in Social-Organizational Psychology:
  - Advanced Functions in Organizations (3)
  - Motivation and Reward Systems (3)
• ORLJ 5018 Using Survey Research in Organizational Consulting (3)
• ORLJ 5019 Database Interventions (3)
• ORLJ 5020 Special Topics in Social-Organizational Psychology:
  - Executive Coaching (3)
  - Individual Assessment & Development in Organizations (3)
  - Intercultural communications in organizations: Issues, theories, and practices (3)
• ORLJ 6343 Practicum in change and consultation in organizations (4)
• ORLJ 6350 Adv. practicum in conflict resolution and mediation, section I (3)
• ORLJ 6350 Adv. practicum in conflict resolution and mediation, section II: designing conflict management systems (3)

Suggested Outside Social-Organizational Psychology Courses:

(Please consult with an academic advisor.
(Please note that not all classes are offered each semester. This list is not exhaustive and is subject to change.)

• ORL 6500 Qualitative research methods: design and data collection
• ORL 6501 Qualitative research methods: data analysis & reporting
• CCPJ 4064 Principles and methods of psychological counseling (3)
• CCPJ 4065 Career development of women (2-3)
• CCPJ 5020 Racism and racial identity in psychology and education (3)
• CCPJ 5062 Career counseling and development (2-3)
• CCPJ 5361 Preparation for individual counseling and interviewing (3)
• CCPX 4030 Psychology of adjustment (3)
• CCPX 5034 Developmental psychopathology (3)
• HBSS 4120 Topics health education: stress (2-3)
• HBSS 4120 Topics health education: health and business (2-3)
• HBSS 4140 Developing workplace health promotion programs (3)
• HUD 5021 Methods of empirical research (3)
• HUDF 5020 Methods of social research: survey methods (3)
• HUDK 5034 Research methods for cognition and learning (3)
• HUDK 5198 Psychology of instructional systems designs (3)
• HUDM 4050 Introduction to measurement (2-3)
• HUDM 4122 Probability and statistical inferences (3)
• HUDM 5055 Evaluations of institutions: programs and curricula (3)
• HUDM 5056 Evaluations of institutions: programs and curricula, II (3)
• HUDM 5058 Choice and decision making (3)
• HUDM 5059 Psychological measurement (3)
• HUDM 5122 Applied Regression Analysis (3)
• MSTU 4010 The nature of communication (2-3)
• MSTU 4031 Programming I (4)
• MSTU 4052 Computers, problem solving and cooperative learning (Parts I & II) (3)
• MSTU 4083 Instructional design of educational technology (3)
• MSTU 4085 New technologies for learning (2-3)
• MSTU 5510 Topic Seminar: technology, education, and social policy (3)
• ORLA 4011 Behavior in organizations (3)
• ORLA 4046 School finance: policy/practice (3)
• ORLA 5017 Groups and interpersonal behaviors (2-6)
• ORLA 5018 Understanding authority and exercising leadership (3)
• ORLA 5530 Action research in organizational behavior (3)
• ORLD 4051 How adults learn (3)
• ORLD 4052 Program development: assessing learning needs and evaluating outcomes (3)
• ORLD 4053 Facilitating adult learning (3)
• ORLD 4827 Fostering Transformative Learning (2-3)
• ORLD 5054 Strategy Development and Learning Processes in Organizations (3)
• ORLD 5055 Staff development and training (Parts I & II) (3)
• ORLD 5056 Adult education: social action (3)
• ORLD 5057 Adult learning and education: theory and practice (3)
• ORLD 5061 Advanced staff development and training (3)
• ORLD 5062 Human Resource Development (3)
• ORLD 5520 Research in Organizational Learning (3)
INTERNSHIP
Further, while not a prerequisite for graduation, an internship may be helpful for proper job placement. The purpose of the internship is to provide students with an opportunity to gain practical experience relevant to their interests, and to apply the principles of social-organizational psychology theories to real-world situations. Internships may be paid or unpaid. There are a number of ways to find an internship, including contacting Career Services in 44 Horace Mann (678-3140), or taking the initiative to find your own internship through contacts with employers, other students, professional associations (e.g., Society for Human Resource Management, ODNetwork of New York, ASTD, Metro), or the Internet.

Once you have found an internship, please contact the social-organizational psychology program office to seek approval which will allow you to register for the internship course (ORLJ 5012). You may elect either to take the course for 1 to 3 credits, for a total of 4 credits. Students may register for internship class for more than one semester, but the total number of points may not exceed 4 credits (Ex: One may register for internship for four semesters for 1 credit each semester for a total of 4 credits, or over the course of two semesters for up to 4 credits – 3 and 1, 2 and 2; Or, for less than 4 credits – 1 and 1 – as long as the total never exceeds 4 credits). If you obtain an internship mid-semester or later, you may register for the course the following term. If students intend to take the internship course as your “plus one” Core Level 2 course, then you must take it for at least 3 credits, total.

PROGRAM ADVISEMENT
A student is expected to consult regularly with an advisor during their course of study. Students are assigned faculty advisors during the first week of class. However, students are free to select, or meet with, any advisor who is willing and available at any time throughout their course of study. Questions about advisors should be directed to the MA Program Coordinator or MA Program Advisor.

Please also note that it is the responsibility of the student to document all of their course work and other special approvals in a file in the Program Office at 222 Zankel Building. It is also advisable for each student to keep personal copies of their documentation.

GRADES AND PASS/FAIL POLICY
Teachers College academic policy states that a student who is given more than two C letter grades will not be permitted to continue study in the social-organizational psychology M.A. program, and the student will be dismissed from the program. If a student achieves a C- or lower in a course, the student must consult with an academic advisor in the social-organizational psychology program immediately to discuss academic progress and is subject to review. A student who accumulates eight points or more in C or lower grades will not be permitted to continue study at the College and will not be awarded a degree or diploma (See also Teachers College Catalog, “Grades”).

The academic policy for the Social-Organizational Psychology program is more rigorous than that of the College. Core courses may not be taken as Pass/Fail and students must achieve a C+ or better in these courses to satisfy the M.A. degree. In the event where a student is awarded a grade of C or lower in a core course, the student must retake the course and achieve a B- or better.

All courses, including Elective/Concentration courses and those fulfilling the Breadth Requirement, should be taken for a grade, unless the course is only offered with a Pass/Fail grading option. Students may not take more than 2 Pass/Fail courses toward fulfilling their degree.

EXEMPTION GUIDELINES
In some cases, students may petition to waive out of a course. In order to waive out of a course, it is the student’s responsibility to demonstrate that their previous undergraduate and/or graduate course work is redundant with material covered in the petitioned course. Students will be asked to provide a variety of materials to establish that a redundancy exists.

Examples of relevant material include but are not limited to a combination of the following:
- undergraduate and/or graduate transcript indicating that relevant course work was taken and that the 
  student received a grade of B or higher in these courses;
- a syllabus or syllabi (not a course description) indicating the topics covered in their previously taken 
  course(s);
- relevant thesis work; serving as a teaching assistant for related courses;
- serving as a research assistant for a professor working on topics related to the petitioned course.

Students interested in petitioning to waive out of a class should speak to the instructor of the course as well as their 
faculty advisor. Exemption from any course remains at the discretion of the faculty advisor.

COMPREHENSIVE EXAMINATION
The Comprehensive Examination may be taken after a student has completed the core courses (level 1) – preferably 
one semester prior to graduation. The exam covers all of the major topic areas in social-organizational psychology. 
Exams will be given three times a year; once in the Fall, Spring and Summer. Exam dates will be announced via 
email during the Fall semester.

Students must pass with an 80% or above. Students may not take the exam more than twice. If a student fails the 
Comprehensive Examination twice, s/he may not be allowed to graduate from the program.

Social Organizational Psychology Office (M.A. Program)
222 Zankel Building
(212) 678-8109
(212) 678-8152
(212) 678-8253/8303 [fax]

Teachers College General Line   Columbia University General Line
(212) 678-3000                   (212) 854-1754

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