

**DEPARTMENT OF CITY AND REGIONAL PLANNING
COLLEGE OF ENVIRONMENTAL DESIGN
UNIVERSITY OF CALIFORNIA, BERKELEY**

MASTER OF CITY PLANNING PROGRAM STATEMENT AY 2020-21

PROGRAM OVERVIEW

The mission of the Department of City and Regional Planning is to improve equity, the economy and the environment in neighborhoods, communities, cities, and metropolitan regions by creating knowledge and engagement through our teaching, research and service. We aim to design and create cities, infrastructure, and public services that are sustainable, affordable, enjoyable, and accessible to all. Our goal is also to sustain a diverse, inclusive, and equitable department.

Wisely and successfully intervening in the public realm, whether locally, nationally, or globally, is a challenge. Our urban future is complex and rapidly changing. Resource scarcity and conflict, technological innovation, retrofitting of existing built environments, and social empowerment will alter the ways in which planning has conventionally been carried out.

We believe the planning academy has a special responsibility to always address social justice, equity, and ethics; to teach and research means of public participation, collective decision making, and advocacy; and to focus on reforming institutions, urban governance, policy and planning practices to make these goals possible.

DCRP provides its graduates with:

- Lifelong analytical, research, and communication skills;
- The knowledge and skill sets to successfully practice planning in a variety of urban, metropolitan, and regional settings;
- An understanding of the history and theory of planning and of cities and urban regions;
- Expertise in various fields and sub-fields of city and regional planning;
- Sensitivity to the human impacts of planning decisions, with particular attention to equity, diversity, and social justice.

The Master of City Planning (M.C.P.) degree combines a common core curriculum with specialization in one of four concentration areas:

- Environmental Planning and Healthy Cities (EPHC)
- Housing, Community and Economic Development (HCED)
- Transportation Planning and Policy
- Urban Design

Degree Requirements for the M.C.P. degree:

- 48 units of coursework within two consecutive years of residence, or 36 units in concurrent degree programs;
- The core curriculum;
- A concentration curriculum; and
- A capstone project consisting of a client report, a professional report, or a master's thesis.

PROGRAM SELECTION AND ADVISING

In the summer prior to the first semester in the program, students are matched with a faculty advisor based on the following criteria: degree program, intended concentration, faculty availability and the faculty listed on admission application. Students plan their individual programs with the help of their assigned faculty advisors. Faculty advisors also guide students as they plan, develop, and write their Professional Report, Client Report or Thesis. First-year students should set up an initial meeting with their assigned advisors during the third week of classes. Students declare a concentration at the end of the first semester by completing a Concentration Declaration Form (concentration-specific) by the end of October and submitting it to the [Graduate Student Affairs Officer \(GSAO\)](#).

REGISTRATION AND ENROLLMENT

Students are officially registered once they 1) have enrolled in at least one course, 2) have paid either full fees or at least 20 percent of assessed registration fees by the [deadline](#) set by the university, and 3) have no active holds on their registration. All DCRP graduate students are required to enroll in **a minimum of 12 units per semester** in order to meet the 48-unit to degree requirement in two years, and in order to maintain financial aid eligibility. **Students awaiting funding disbursed by the Department or the Graduate Division Fellowships Office will NOT receive payments until they are officially registered. Students with academic appointments at 25 percent time or greater will lose their fee remissions if they are NOT registered and enrolled by the deadline.**

Students register for courses during their assigned appointment windows in [CalCentral](#). The academic calendar and deadlines are on the [Office of the Registrar's website](#). Semester course offerings are available on the [Class Schedule](#).

Note that the Haas School and Business and Berkeley Law do NOT allow students to enroll directly through CalCentral (must submit request/petition). Please contact [GSAOs](#) for more information.

COURSEWORK AND GRADING

Core and concentration requirements must be taken for a letter grade. No more than one-third of total units may be taken on a satisfactory/unsatisfactory (S/U) basis. A maximum of six units of 299 independent study courses, and a combined total of three units of the 295 (Supervised Research; usually for employment as a GSR) and 297 (Supervised Field Work for internships) courses, may be applied towards the M.C.P. degree. A [Petition for Independent Study](#) is required to enroll in these units.

We strongly prefer that all students enroll in graduate level courses to meet the unit requirement. However, upper division undergraduate courses (course numbers 100-199) may be taken as electives. Undergraduate lower division courses (course numbers 0-99) do NOT count towards the degree or toward the 12-unit semester registration requirement. Students who take lower division undergraduate courses will have to increase their semester course load to make up the additional units.

REQUESTS FOR WAIVERS AND SUBSTITUTIONS

In rare instances students may be granted a waiver or substitution for a required course. The M.C.P. Program Committee reviews substitution requests. A [Petition to Substitute M.C.P. Core Concentration Requirement](#), course syllabus, and explanation is submitted to the Committee via the [GSAO](#) prior to the semester when the student is to take the course.

Core courses are foundational building blocks for more advanced courses and should be completed in the first year of the program. Waivers and substitutions are rare. Petitions must be submitted prior to the start of the semester in which the course is to be taken. No exceptions will be allowed. Waivers are NOT granted for CYPLAN 200 and 201A.

Concentration courses build on the core and provide the student with expertise in an area of planning. Waivers are NOT granted. Petitions for substitutions must be submitted prior to the start of the semester in which the course is to be taken. No exceptions will be allowed.

INTERNSHIPS

We recommend that students complete a three-month internship in a planning-related position, usually between their first and second years of study, unless exempted by previous work experience. The work completed during a summer internship can serve as the basis for the Client or Professional Report. Students may apply 297 independent study units towards M.C.P. degree by submitting the [Petition for Independent Study](#).

ADVANCING TO CANDIDACY

Students advance to candidacy during their final semester of study. GSAOs will contact students at the end of the next-to-final semester of study with instructions to fill out and submit the M.C.P. Degree Checklist Form (concentration-specific). This form is submitted to the GSAOs no later than the first week of study in the last semester, and reviewed with the GSAOs in a degree check-in meeting.

The M.C.P. Degree Checklist Form lists all courses and units taken for completion of the M.C.P. degree, for a minimum of 48 units (36 units for concurrent degree students). As noted above, no more than a maximum of six units of 299 independent study, and a combined total of three units of 295 and 297, may be applied towards the degree. **Lower division undergraduate courses (numbered 1-99) do NOT count towards the 48-unit M.C.P. requirement, nor does CYPLAN 375: Supervised Teaching in City and Regional Planning.** Two-thirds of all course work must be letter-graded. For letter-graded courses, only those graded C- or better will count toward the degree. For S/U courses, only those graded Satisfactory will count toward the degree

MASTER OF CITY PLANNING CURRICULUM

For days/times offered, check the [Online Class Schedule](#).

CORE CURRICULUM

History and Theory Requirement

The following course must be taken during the first semester:

CYPLAN 200: Planning Histories and Practice: Frameworks, Opportunities and Dilemmas (F, 4 units)

Skills and Methods Requirement

Students must take the 201 planning methods course sequence.

CYPLAN 201A: Planning Methods Gateway I (F, 4 units)

CYPLAN 201B: Planning Methods Gateway II (SP, 4 Units, Taught in Modules.)

Note: CYPLAN 201A/B are required foundational courses and must be taken during the first year.

Dual degree students may take these courses in their second year.

Planning Law Requirement – One course from the following:

CYPLAN 205: Introduction to Planning and Environmental Law (SP, 3 units)

CYPLAN C251: Urban Environmental Planning and Regulation (F, 3 units)*

**May not be used towards EPHC Concentration requirement if taken to meet the Core Planning Law requirement.*

Urban Economics Requirement – One course from the following:

CYPLAN 113A: Economic Analysis for Planning (F, 3 units)

CYPLAN 207: Land and Housing Market Economics (NOT OFFERED IN AY20-21, 3 units)

CYPLAN 220: The Urban and Regional Economy (SP, 3 units)*

CYPLAN 235: Methods of Project Analysis (F, 3 units)*

**May not be used towards HCED Concentration requirement if taken to meet the Core Urban Economics requirement.*

Note: Students may [petition](#) the M.C.P. Committee to substitute other UC Berkeley courses with substantial economics content, or request a [waiver](#) of this requirement if they have a major or minor in economics from their undergraduate institution. Petitions for the Urban Economics requirement must be submitted before the end of the third semester for students in M.C.P.-only (2 year) degree program.

Studio Requirement – One course from the following:

CYPLAN 208: Plan Preparation Studio (SP, 5 units)

CYPLAN 218: Transportation Planning Studio (F, 4 units)

CYPLAN 228: Metropolitan and Regional Economic Development Studio (F, 4 units)

CYPLAN 238: Development - Design Studio (SP, 4 units)

Note: CYPLAN 235 is a prerequisite.

CYPLAN 248: Advanced Studio: Urban Design/Environmental Planning (SP, 5 units)

Note: CYPLAN 208 is a prerequisite for students with no design background.

CYPLAN 268: Community Development Studio/Workshop (SP, 4 units)

CYPLAN 291: Special Projects Studio in Planning (SP, 4 units)

LDARCH 205: Environmental Planning Studio (SP, 5 units; check with LAEP)

Professional Report/Client Report/Thesis Workshop

CYPLAN 290A: PR/CR/Thesis Workshop (F, 1 unit, taken in the 2nd year of study)

Note: Students can request a [waiver](#) of this requirement from the M.C.P. Committee, with the approval of their CR/PR/Thesis chair.

CONCENTRATIONS

Concentrations provide an opportunity for students to develop deeper knowledge and skills in a particular sub-area of planning. (Note: The same course may NOT be used to satisfy core and concentration requirements.)

Concentration in Environmental Planning and Healthy Cities

Faculty Advisors: Charisma Acey, Stephen Collier, Jason Corburn, John Radke, Jennifer Wolch

The concentration in environmental planning and healthy cities is designed to give M.C.P. students the broad knowledge necessary to analyze pressing urban environmental and health challenges, such as climate change, natural resource depletion, access to basic services and infrastructure, as well as ecologic and human health risks. The concentration emphasizes the theory and practice behind the related ideas of urban sustainability, environmental risk and justice, political ecology and human health. Students will study urban and regional environmental and human health issues in a comparative perspective, with a focus on both US and international settings. The concentration introduces students to the relationships between natural, built and social environments in cities, as well as the local, regional and global impacts of urban ecosystems and the political institutions that aim to manage these environments. The emphasis on healthy cities engages in the practices of urban public health, recognizing that planners are increasingly required to analyze and act upon how the urban environment influences human well-being.

Joint degree programs with the Department of Landscape Architecture and Environmental Planning (M.C.P. & M.L.A.) and the School of Public Health (M.C.P. and Masters in Public Health, M.P.H.) are available for interested students. For further information about concurrent M.C.P./M.L.A. degree requirements, contact [Professor John Radke](#). For further information about concurrent M.C.P./M.P.H. degree requirements, contact [Professor Jason Corburn](#). Prospective applicants must notify the [GSAOs](#) in advance of applying.

Required Courses (choose two from this list):

- CYPLAN 214: Infrastructure Planning and Policy (SP, 3 units)
- CYPLAN C251: Urban Environmental Planning and Regulation (F, 3 units)*
- CYPLAN 254: Planning for Sustainable Communities (SP, 3 units)
- CYPLAN C256: Healthy Cities (F, 3 units)

*May NOT be used towards EPHC Concentration requirement if taken to meet the Core Planning Law requirement.

Concentration in Housing, Community and Economic Development (HCED)

Faculty Advisors: Sai Balakrishnan, Teresa Caldeira, Carol Galante, Carolina Reid, Karen Chapple

The housing, community and economic development (HCED) concentration focuses on the equitable development of neighborhoods, cities and regions in the United States and internationally. This concentration is distinguished by its attention to issues of racial, social and economic justice within the built environment, often from the perspective of historically disinvested and segregated communities. Faculty in this concentration work on topics such as:

- Planning for sustainability, including issues related to regional governance, affordable housing, and the linkages between land use and climate change
- Gentrification and displacement
- Housing and real estate development, including access to credit, the financing and construction of affordable housing, and housing policy
- Spatial segregation and social discrimination in both the United States and in the Global South
- Forms of political participation and resistance
- International development, including the provision of housing, water and sanitation in informal settlements
- Community development and community organizing, including programs and policies designed to remediate concentrated poverty and longstanding patterns of residential segregation

Faculty within the HCED concentration draw on multidisciplinary perspectives including research in anthropology, economic, history, and sociology, and incorporate both qualitative and quantitative methods in their research. Students in this concentration go on to work in a wide variety of roles in the public and private sectors. We encourage students to take classes in all three concentration subfields, since in practice they are closely intertwined.

Required Courses (choose two from this list):

- CYPLAN 220: The Urban and Regional Economy (SP, 3 units)*
- CYPLAN 230: U.S. Housing Planning and Policy (F, 3 units)
- CYPLAN 235: Methods of Project Analysis (F, 3 units)*
- CYPLAN 250: Spatial Politics of Land: A Transnational Perspective (SP, 3 units)
- CYPLAN 260: Theory, History, and Practice of Community Development (SP, 3 units)
- CYPLAN C261: Citizen Involvement in the City Planning Process (F, 3 units)

*May NOT be used towards HCED Concentration requirement if taken to meet the Core Economics requirement.

ONE of the following studios is recommended to fulfill the core studio requirement:

- CYPLAN 228: Research Workshop in Metropolitan Regional Planning (F, 4 units)
- CYPLAN 238: Development - Design Studio (SP, 4 units)
 - Note: CYPLAN 235 is a prerequisite.
- CYPLAN 268: Community Development Studio/ Workshop (SP, 4 units)

Concentration in Transportation Planning

Faculty Advisors: Daniel Chatman, Marta González, Daniel Rodríguez, Karen Trapenberg-Frick, Paul Waddell

The transportation planning concentration focuses on planning for urban transportation and land use systems, and interactions of transportation and land use with the built, natural, and social environments. In presenting the social, economic, and environmental implications of transportation and land use plans and policies, and promoting economic efficiency, green transport, resource conservation, and environmental protection, the courses in the concentration are focused around themes of equity, environmental justice, and social welfare. We emphasize the planning and policy challenges encountered by attempting to increase the use of environmentally sustainable travel modes such as walking, cycling and public transit, and the creation of environmentally sustainable land use patterns such as compact growth and transit-oriented development. Topics covered in the core courses include the impacts of transit and highways on urban form and economic development; the impacts of urban form, transit-oriented development and new urbanism on travel behavior; governance, finance, and implementation challenges in making sustainable transport investments; the importance of highway and transit finance, municipal finance, and development finance; the promises and pitfalls of innovative sustainability solutions such as congestion pricing, parking pricing, and master development plans; streets and pedestrian-oriented designs; transportation and land use planning in the developing world; and comparative international transportation and land use policies.

As concerns heighten over regional mobility, air quality, global climate change, energy, and equality of access, it is increasingly important that transportation and land use planners apply a multi-disciplinary approach to the field. Accordingly, students in the concentration are encouraged to augment the department's transportation course offerings by designing a study program, in consultation with their advisor that involves course work in other fields and departments.

Students in the transportation planning concentration may seek to pursue the concurrent degree program in transportation planning and engineering. This option confers both the M.C.P. and the M.S. upon students who complete 60 units of course work, normally over five semesters. For further information about concurrent M.C.P./M.S. degree requirements, contact [Professor Daniel Chatman](#). Prospective applicants must notify the [GSAOs](#) in advance of applying.

Required Courses:

- CYPLAN C213/CIV ENG C290U: Transportation and Land Use Planning (F, 3 units)
- CYPLAN C217/CIV ENG C250: Transportation Policy and Planning (SP, 3 units)

ONE of the following studios is recommended to fulfill the core studio requirement:

- CYPLAN 208: Plan Preparation Studio (SP, 5 units)
- CYPLAN 218: Transportation Planning Studio (F, 4 units)

Recommended Additional Courses:

- CYPLAN 205: Introduction to Planning and Environmental Law (SP, 3 units)
- CYPLAN 216: Active Transportation (F, 3 units)
- CYPLAN 254: Sustainable Communities (SP, 3 units)

Concentration in Urban Design

Faculty Advisors: Zachary Lamb, Elizabeth Macdonald (on sabbatical), Karen Trapenberg-Frick

Urban designers are concerned with how communities look, how they feel, and how they work for the people who use them. The urban design concentration is structured to give M.C.P. students the knowledge necessary to design urban built form in relation to social, environmental and economic concerns. “Design” is a key, operative word: urban designers design urban physical environments both directly through the design of actual projects and indirectly through plans. Work ranges in scale from small public spaces and streets to neighborhoods, citywide systems, and whole regions. The emphasis is typically on the public realm of cities, with central concerns being livability, identity, place-making, and the quality of everyday life. The concentration is equally concerned with conceptions of the “urban” and it draws on approaches from the disciplines of city planning, architecture, landscape architecture, as well as theories and methods from the social sciences with the intent of analyzing the urban condition and designing the urban realm. The studio experience is central to the urban design concentration. Working in teams and individually, students explore planning and design possibilities for urban places and learn to articulate and present their ideas in graphic form. Learning from local and global contexts, and how cities have been designed in the past, students envision possibilities for the future. Graduates in urban design work for public agencies largely at the local government level but also for government institutions at larger scales whose responsibilities include design issues. They work as well with private architectural, landscape, city planning, and community development firms whose clients are both public and private.

Students concentrating in urban design often have some design background, typically in architecture, landscape architecture, environmental design, or urban planning with a design emphasis, but a design background is NOT required.

A three- or four-year joint degree program in urban design is available with the [Department of Landscape Architecture and Environmental Planning](#), where students receive both the M.C.P. and the M.L.A. degree. For further information about concurrent M.C.P./M.L.A. degree requirements, contact [Professor John Radke](#). A joint degree is also available with the [Department of Architecture](#), where students receive both M.C.P. and M.Arch degrees. For further information about concurrent M.C.P./M.Arch degree requirements, contact [Professor Elizabeth Macdonald](#). Prospective applicants must notify the [GSAOs](#) in advance of applying.

Required Courses (choose two from this list):

- CYPLAN C240: Theories of Urban Form and Design (NOT OFFERED IN AY 20-21, 3 units)
- CYPLAN C241: Research Methods in Environmental Design (SP, 4 units)
- CYPLAN C243: Shaping the Public Realm (F, 5 units)

The following studio is also required, and satisfies the core studio requirement:

- CYPLAN 248: Advanced Studio: Urban Design/ Environmental Planning (SP, 5 units)
 - Note: CYPLAN 208: Plan Preparation Studio (SP, 5 units) is a prerequisite for students with no design background.

Recommended Electives:

Design Practice, Design Methods and Additional Urban Design Studios:

- CYPLAN 255: Urban Informatics and Visualization (F, 3 units)
- ARCH 201: Architecture and Urbanism Design Studio – when the studio has an urban design focus (5 units, check with Architecture Department for semester offered)
- ENVDES 251: Discourses in Urban Design (F, 1-3 units)

Natural Factors:

- LDARCH 222: Hydrology for Planners 4 units, check in with LAEP Department for semester offered)

Law and Land Use:

- CYPLAN 205: Introduction to Planning and Environmental Law (SP, 3 units)

Self-Defined Concentration

Students are strongly encouraged to complete one of the defined M.C.P. concentrations. Self-defined concentrations that are NOT substantively focused on city and regional planning topics and related fields of study will NOT be approved. To develop a defined concentration, select one of the existing concentrations and select courses to develop a concentration with crosscutting expertise.

Requirements:

Students who develop a self-defined concentration must satisfy the M.C.P. common core curriculum and identify a willing faculty advisor who can provide substantive guidance. The self-defined concentration must include three courses, including a studio, which ordinarily should be drawn from DCRP courses. However, one course may be drawn from another department if its inclusion in the concentration is justified. If a non-DCRP course is proposed, the student must supply a syllabus, and explain what compelling substantive material the course provides that DCRP courses cannot fulfill, and why the course can't be taken as an elective.

Procedures:

Approach the faculty advisor to discuss. Prepare a one- to two-page proposal, including a justification and an explanation about how the concentration has been conceptualized and its content. Fill out a Self-Defined Concentration Declaration form. If a non-DCRP course is proposed, the syllabus and explanation (see above) must be included as a separate attachment. Submit these materials to the faculty advisor.

The student's faculty advisor must review the proposal and indicate approval by signing the form. After approval by the advisor, submit the packet to the [GSAO](#). All submissions must be submitted to the GSAO two weeks before the deadline to declare a concentration, at the end of the first semester of study. The M.C.P. Program Committee will review the proposal and inform the student of its decision.

THE THESIS OR CAPSTONE PROJECT

To fulfill the capstone requirement, M.C.P. students must complete a Thesis, Client Report (CR), or Professional Report (PR), typically during the final year of their course work. The goal of the thesis/capstone project is to support a student's professional development by completing a significant body of work representing advanced subject and methodological expertise. **Students are encouraged to review and follow the deadlines stated in the CR PR Thesis Handbook found here:**

<https://ced.berkeley.edu/city/degrees-admissions/master-of-city-planning>.

Master's Thesis – Plan I

The Thesis is an academic publication that undertakes original research on a topic related to planning. It is most often chosen by students who are considering a Ph.D. degree, and/or students who wish to immerse themselves in an academic research project. Theses follow standard academic research paper conventions, including a literature review, an original research question, and the development and execution of data collection and analysis.

Thesis requirements are set by the Graduate Division, and students must comply with the University requirement for the Plan I degree option. Thesis committees are composed of three ladder-rank faculty members, two of whom must be from DCRP (including the thesis committee chair). The third committee member *must* be a faculty member in another department. Theses are **filed** with the **Graduate Degrees Office** by the deadlines posted on their [website](#). The Thesis must also satisfy style guidelines set by the **Graduate Division**.

Students pursuing the thesis option, and who are collecting data from human subjects, **MUST** receive clearance from UC Berkeley's Institutional Review Board (IRB) for their research project. The [Committee for Protection of Human Subjects \(CPHS\)](#) serves as the IRB at UC Berkeley, and reviews and approves the use of human subjects in research. The IRB process is designed to ensure that the rights and welfare of human subjects are protected throughout their participation in research projects. Note that if thesis research includes data collection from vulnerable populations (e.g., children, unhoused individuals or families), the thesis research will NOT be eligible for expedited review and the full IRB review process can take 4-6 months to complete.

Client Report (CR) – Plan II

The Client Report (CR) is undertaken for an outside client or agency and aims to satisfy the needs of the sponsoring organization. It provides an opportunity for students to study a real-world planning issue by selecting appropriate analytic methods, evaluating alternative approaches, and recommending an approach or solution. The CR is carried out in a manner demonstrating high professional judgment and competence.

The CR is written under the supervision of a three-person committee. This committee must be chaired by a ladder-rank DCRP faculty member. The second reader can be a ladder rank faculty member, adjunct faculty member, or lecturer from DCRP. For dual degree students, one of the two readers can be from the joint degree department, as long as at least one committee member is ladder-rank faculty. The third member is generally the Client for whom the report was written. Final CRs are submitted electronically (with [Title Page](#) and [Sign Off Form](#)) to the [GSAO](#) and will be catalogued in the College of Environmental Design Library.

The format of the CR is determined in collaboration with the Client, and can include non-traditional options (e.g., memos, presentations, web sites, software applications, or podcasts/videos), provided that there is a short memo accompanying the final product that describes 1) the motivation and context for the project, 2) the relevance to planning, and 3) how the project contributed to the student's professional development.

Professional Research Report (PR) – Plan II

The Professional Research Report (PR) is undertaken by the student independent of an external client sponsor, but is still focused on an applied policy or planning issue. The objective is to allow a student to explore in-depth an issue of interest to them, and to build additional substantive and analytical skills.

The PR is written under the supervision of a two-person committee. Only ladder-rank faculty (Professor, Associate Professor or Assistant Professor) can serve as Chair of PR committees. The second reader can be a ladder rank faculty member, adjunct faculty member, or lecturer from DCRP. For dual degree students, one of the two readers can be from the joint degree department, as long as the Chair is ladder-rank faculty. Final PRs are submitted electronically (with [Title Page](#) and [Sign Off Form](#)) to the [GSAO](#) and will be catalogued in the College of Environmental Design Library.

The format of the PR is determined in collaboration with the student’s committee chair. Possible options for the PR include:

- A report the student produced for their internship but, for various reasons, is not a client report.
- An issue the student would like to learn more about, but wasn’t covered in-depth in their coursework.
- A project a student worked on in another class (e.g., one of the concentration courses or a studio) that they would like to extend. The student must do additional work – it cannot just be a paper or project turned in for a class.
- A project the student worked on as a GSR.

Students may collaborate on a PR. However, each student’s work must be presented in a way that it can be evaluated individually. PR’s can include non-traditional options (e.g., memos, presentations, web sites, software applications, or podcasts/videos), provided that there is a short memo accompanying the final product that describes 1) the motivation and context for the project, 2) the relevance to planning, and 3) how it contributed to the student’s professional development.

In general, PRs and CRs do not require IRB review because they are not considered generalizable research. However, all students who are using human subjects in their research must complete the “Course in the Protection of Human Subjects” (referred to as the CITI course) available online: <https://about.citiprogram.org> and print out the certificate of completion, prior to the start of their research. This certificate must be submitted with their CR/PR. In addition, students intending to collect primary data from vulnerable populations (and/or on sensitive topics), or students who wish to publish their research in an academic journal, should consult with their committee chair or client organization to determine if IRB clearance is advisable.

ELECTIVE COURSES

The M.C.P. common core and concentration requirements leave a number of units for students to select courses of interest to make up the required 48 units for the M.C.P. degree (36 units for concurrent degree students). Please review course offerings online: [Course Catalog](#) and [Class Schedule](#).

ACCREDITATION

The Master of City Planning program at UC Berkeley is one of the oldest accredited planning programs in the country. The **Planning Accreditation Board (PAB)** last reviewed the M.C.P. program in Fall 2016, and in Spring 2017 issued reaccreditation for five years. For more information about PAB, please visit <http://www.planningaccreditationboard.org/>.

SCIENCE, TECHNOLOGY, ENGINEERING OR MATHEMATICS (STEM) DESIGNATED DEGREE PROGRAM

The M.C.P. degree is an approved field of study within the U.S. government’s official STEM fields list. For international students, practical work experience in your field of study, typically after completion of a degree for a maximum of 36 months (12 months of “regular” OPT with a 24-month extension possible). For further details regarding [STEM extensions](#), contact the [Berkeley International Office \(BIO\)](#).

UNIVERSITY RESOURCES AND SUPPORT SERVICES

The UC Berkeley Graduate Division website on [Resources & Services for Graduate Students](#) will guide you to essential information about your life as a graduate student at Berkeley.

DEPARTMENT ADMINISTRATION AND STAFF INFORMATION

Name	Department Role
Karen Chapple	Department Chair
Charisma Acey	Faculty Equity Advisor*
Carolina Reid	MCP Program Co-Chair
Karen Trapenberg-Frick	MCP Program Co-Chair
Malla Hadley	Department Manager
Clayton Hall	Graduate Student Affairs Officer
Kathleen Pera	Graduate Student Affairs Officer
Valeria Spall	Scheduler and Program Assistant

*Each department or school at Berkeley has a Faculty Equity Advisor who helps ensure that diversity and equity are considered in all aspects of the academic mission. More information can be found [here](#).