JOHNS HOPKINS
UNIVERSITY

CERTIFICATE PLAN OF ACTION FORM

The Paul H. Nitze School
of Advanced International Studies
Office of Academic Affairs
1740 Massachusetts Avenue, N.W. ● Washington, D.C. 20036
202.663.5716 / 202.663.5670 fax ● www.sais-jhu.edu/nondegree ● sais.summer@jhu.edu

Please submit this form during your certificate advising session. Call 202.663.5716 to schedule an appointment.

Certificate Start Date: ☐ Summer ☐ Fall∗ ☐ Spring∗ Year_____
Certificate for which you are applying: ☐ Certificate in International Studies ☐ Certificate in International Development

PERSONAL DATA
Name (Ms.)_____
Last (Family) First Middle

Present Address _____

_____
City State Zip Code

E-mail: _____ Valid Until: _____

Alternate E-mail: _____ Valid Until: _____

Home Phone: _____ Work Phone: _____

ANTICIPATED COURSE INFORMATION
During which semesters have you been or do you plan on being enrolled in courses toward completion of the 4-course sequence needed for a certificate? Please list each course title under the appropriate semester below. If you are unsure of the specific courses you would like to take, please list your general areas of interest (e.g. Middle East Studies or Health Policy) so we may advise you on course selection and class availability. Please note that you are required to submit a new *Certificate Plan of Action Form* if you do not complete your certificate within four years. Periodic affirmation of intent to continue pursuit of a Certificate may also be required.

☐ Summer; Year_____ ☐ Fall∗; Year_____ ☐ Spring∗; Year_____

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☐ Summer; Year_____ ☐ Fall∗; Year_____ ☐ Spring∗; Year_____

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☐ Summer; Year_____ ☐ Fall∗; Year_____ ☐ Spring∗; Year_____

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☐ Summer; Year_____ ☐ Fall∗; Year_____ ☐ Spring∗; Year_____

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∗Certificate students may enroll in courses during the academic year on a space-available basis only. SAIS degree students receive priority when registering for classes, so enrollment for certificate students cannot be guaranteed for any course. Also note that academic year tuition is higher than summer tuition and that most classes will be offered during daytime hours.

∗∗ Courses for which a failing grade of "C" or lower is obtained do not count toward either certificate. Non-degree students who receive a failing grade are not eligible to complete a certificate or take additional coursework. The courses Microeconomics and Macroeconomics do not count toward either certificate.

***Non-degree students may take a maximum of four courses overall at SAIS. Students may appeal to take additional coursework at SAIS if they have a specific reason to do so, such as to meet a prerequisite for another course.

**** Admission to the non-degree certificate program is entirely independent from degree-program admission and in no way implies acceptance to a SAIS degree program. Certificate students who apply to a SAIS degree program and are accepted are not eligible to pursue a certificate if they enroll at SAIS as a degree candidate.