

SPECIAL/VISITING GRADUATE STUDENTS – (Non Degree)
2008-2009

Instructions for Applying

Enrollment in the Graduate Arts and Sciences/Engineering divisions of Johns Hopkins University is limited primarily to full-time degree candidates. The School of Professional Studies in Business and Education, Engineering and Applied Science Programs for Professionals, and Advanced Academic Programs are designed for students interested in part-time study or for those who do not wish to pursue a degree. However, under certain circumstances, a limited number of students may be admitted to Arts and Sciences or Engineering as special students. This category is reserved primarily for applicants who must fulfill specific requirements for admission to a graduate program at Johns Hopkins University.

Any student who has earned a Bachelor's degree and who wishes to study at Johns Hopkins University as a non-degree candidate must submit a formal graduate application to the department in which he or she desires to enroll, through the Graduate Affairs and Admissions Office. This would apply to graduate courses only. Not all departments are willing to entertain special student application materials. Special students are required to register in person and are allowed to enroll in courses only if there is space available following the advanced registration of full-time degree candidates.

A special student should complete a paper version of the graduate application, accompanied by the application fee (\$75) and the appropriate supporting documents as required by the department to which the student is applying. Departmental admissions requirements can be found at: <http://www.grad.jhu.edu/academics/programs/>. The application and fee (check or money order payable to Johns Hopkins University) should be submitted directly to the department at least 60 days prior to registration. All special student applicants must submit the application fee regardless of any affiliation with the University.

Applicants should be prepared to submit the following:

- Official transcripts
- Letters of recommendation
- GRE or other scores
- Statement of academic and professional objectives, and a statement of reasons for wishing to enroll at Johns Hopkins University as a special student
- Proposed program of study listing the courses the student wishes to take

If a special student enters during the Fall semester and wishes to continue as a special student for the following spring semester, he/she should submit a letter to the department chair listing proposed coursework for the second semester of study. A special student entering during the spring semester must reapply completely for the following Fall semester, as special student status is granted only for a specific academic year.

During the 2008-09 academic year, graduate courses (numbered 600 level and above) taken on a part-time basis are \$3780 per course, per semester. Full-time graduate special students will be charged \$18,850 per semester. Tuition remission for Johns Hopkins faculty, employees, and their immediate families does not cover the application fee.

Please be aware that admission as a special student in a graduate department does not constitute admission into a degree program. Special students wishing to be admitted into a degree program at a later date will be required to submit another application subject to all the same requirements set by the University. This includes paying the application fee.

Any student who has earned a bachelor's degree and who wishes to enroll in **undergraduate** courses at Johns Hopkins University must apply for admission through the Undergraduate Admissions Office. Please direct all correspondence to Johns Hopkins University, Undergraduate Admissions Office, Matthew D'Agastino, Mason Hall, 3400 N. Charles St., Baltimore, MD 21218, 410-516-4559.

Contact: Graduate Affairs and Admissions Office
Whitehead Hall 101
Johns Hopkins University
3400 North Charles Street
Baltimore, MD 21218
(410) 516-8174
graduateadmissions@jhu.edu
www.grad.jhu.edu