

# ADMISSION

## Admissions

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## Admissions Process

Applicants may apply throughout the year and begin study during any of the three semesters (summer, fall, spring). While applications are accepted year-round for all programs, all applicants are strongly encouraged to apply and complete the application process four to six weeks before the start of the desired semester. International applicants seeking a visa should submit all application materials three months prior to the start of the intended semester of study. However, the Admissions Office requires no deadlines by which an applicant needs to submit an application.

Applications are accepted up to one year in advance of the intended semester of study. An incomplete application (including application fee) is valid for one year from the date submitted. Applicants who fail to submit required supporting materials within this period and who wish to

be considered for admission are required to submit a new application, fee, and all required supporting documents.

## Review Process

Once the Admissions Office has received all required materials, the completed application is sent to the Admissions Committee. The Admissions Committee for the chosen program assesses the application and its supporting documents. All materials must be received prior to the Admissions Committee review. Academic background; personal, professional, and field-related experience and achievements; and any program-specific criteria are all considered in this review. Review times for completed applications range from approximately three to four weeks. If a decision is not reached by the Admissions Committee in time for the upcoming semester, the program will automatically consider the applicant for the following semester. The **Admissions Committee reserves the right to require that more than the minimum standards** be met for admission to any academic program and may require additional materials of the applicant, if deemed necessary to make an admission decision.

## Admissions Requirements for Degree or Certificate-Seeking Applicants

- **Bachelor's degree from a U.S. college or university** (or current enrollment in final semester of undergraduate studies). Applicants who receive their bachelor's degree in a country other than the U.S. must have the U.S. equivalency of a bachelor's degree. AAP's Post-Master's certificates also require the completion of a master's degree or equivalent (example: Post-Master's Certificate in Sequence Analysis and Genomics).
- **Minimum GPA of 3.0 on a 4.0 scale.** Meeting the minimum GPA requirement does not guarantee admission, and may vary by program when combined with relevant work and industry experience. Admissions are subject to program director and Admissions Committee approval.
- **AAP online application.**
- **Nonrefundable application fee of \$75.**
- Applicants who have completed their undergraduate degree must ensure that an **official transcript** confirming degree conferral is submitted to AAP Admissions by the application due date and in accordance with the instructions below.
- AAP may admit applicants with an official transcript on a conditional basis pending degree conferral if, at the time of application, the individual is completing the last semester of their undergraduate degree. If a student is currently finishing their degree, they must ensure that an official transcript that includes the current semester is submitted to AAP Admissions by the application due date in accordance with the instructions below for submitting official transcripts. If a student is admitted, that admission is conditional until AAP receives a second official transcript that confirms degree conferral. Students admitted on a conditional basis will have until the course Withdraw/Audit deadline for the first semester in which they are enrolled at AAP to ensure the final, official transcript that confirms degree conferral is submitted to AAP Admissions in accordance with the instructions below.
- All applicants admitted on a conditional basis are responsible for ensuring that their official transcript confirming degree conferral is submitted to AAP Admissions by the course Withdrawal/Audit deadline in accordance with the instructions below. AAP will automatically dismiss, without a refund, a student who does not

ensure their final official transcript confirming degree conferral is submitted to AAP Admissions by the course Withdrawal/Audit deadline in accordance with the instructions.

## Instructions for Submitting an Official Transcript

- To send an official transcript and avoid delays, students graduating from a domestic institution are highly encouraged to use one of the providers listed here (<https://advanced.jhu.edu/admissions-aid/how-to-apply/>). Please list [aapadmissions@jhu.edu](mailto:aapadmissions@jhu.edu) as the recipient address.
- Unless the official transcript is being sent directly from the institution to JHU AAP, students graduating from an institution outside the United States must submit official transcripts to JHU AAP through: World Education Services (WES) (<https://www.wes.org/>) or one of the credential evaluation services listed here (<https://advanced.jhu.edu/admissions-aid/how-to-apply/>).
- JHU AAP also accepts official transcripts that are sent directly from the institution:  
If via email: [aapadmissions@jhu.edu](mailto:aapadmissions@jhu.edu).  
If via regular mail:  
851 Trafalgar Court  
Suite 420 West  
Maitland, FL 32751
- Regardless which of the above methods are used to submit official transcripts, applicants are responsible for ensuring their transcripts are received by JHU by the stated deadlines. It takes time for an institution, approved provider, or credential evaluation service to process and send official transcripts—in some cases at least four to six weeks. Therefore, applicants should allow sufficient time for their transcripts to be processed and transmitted to JHU.
- **Official TOEFL, IELTS, or PTE score** report is required for international applicants who do not meet the criteria. See section titled “English as a Second Language (p. 3)” for details.
- **Additional materials** required by the chosen program as listed in that program’s section of this catalogue.

**Note:** All application materials submitted to Advanced Academic Programs become the property of Johns Hopkins University and will not be returned to applicants under any circumstance. Any misrepresentation or omission of information included as part of an application will constitute cause for cancellation of the application prior to admission, reversal of acceptance, dismissal, or initiation of disciplinary action. In the event new information is provided/discovered after a final decision has been made, the Admissions Committee has the right to re-evaluate the application.

## Graduate Record Examination

Most of AAP’s programs do not require GRE scores. Applicants should check their desired program to determine if they must submit a GRE score. Do not send in the GRE score unless it is required by the program or the committee. If required, applicants must send scores to AAP. Our institutional code is listed under the District of Columbia: 8747 (Johns Hopkins Adv.Acad.Programs).

## Acceptance of Admission

Newly accepted students are directed to an Enrollment Decision form, available through the electronic version of their official admissions decision letter. Students who accept the offer of admissions but later decide to defer their enrollment to a future term must contact the

Admissions Office immediately with their intent to defer. Not contacting the Admissions Office may result in a temporary delay in a student’s ability to enroll in a future term. Applicants can pursue only one program at a time, unless they are applying to an approved dual or combined program in AAP.

## Degree/Certificate Candidates

Qualified applicants are admitted as degree or certificate candidates by the committee after the Admissions Committee for that program reviews the completed application and determines eligibility.

## Conditional Student

Applicants who have completed their undergraduate degree must ensure that an official transcript confirming degree conferral is submitted to AAP Admissions by the application due date and in accordance with the instructions below.

AAP may admit applicants with an official transcript on a conditional basis pending degree conferral if at the time of application the individual is completing the last semester of their undergraduate degree. If you are currently finishing your degree, you must ensure that an official transcript that includes the current semester is submitted to AAP Admissions by the application due date in accordance with the instructions below for submitting official transcripts. If you are admitted, your admission is conditional until AAP receives a second official transcript that confirms degree conferral. Students admitted on a conditional basis will have until the course Withdraw/Audit deadline for the first semester in which they are enrolled at AAP to ensure the final, official transcript that confirms degree conferral is submitted to AAP Admissions in accordance with the instructions below.

All applicants admitted on a conditional basis are responsible for ensuring that their official transcript confirming degree conferral is submitted to AAP Admissions by the course Withdrawal/Audit deadline in accordance with the instructions below. AAP will automatically dismiss without a refund a student who does not ensure their final official transcript confirming degree conferral is submitted to AAP Admissions by the course Withdrawal/Audit deadline in accordance with the instructions below.

## Instructions for Submitting an Official Transcript

To send an official transcript, and to avoid delays, students graduating from a domestic institution are highly encouraged to use one of the providers listed here (<https://advanced.jhu.edu/prospective-students/admissions-requirements/electronic-transcript-organizations/>). Please use [aapadmissions@jhu.edu](mailto:aapadmissions@jhu.edu) as the recipient address.

Unless the official transcript is being sent directly from the institution to JHU AAP, students graduating from an institution outside the United States must submit official transcripts to JHU AAP through World Education Services (WES) ([https://www.wes.org/](https://nam02.safelinks.protection.outlook.com?url=https%3A%2F%2Fwww.wes.org%2F&data=04%7C01%7Cdbnant%40jhu.edu%7C77892121b8be47cb24f908d887238be2%7C9fa4f438b1e6473b803f86f8aedf0de%7C0%7C0%7C637407934021323346%7CUnknown%7CTWFpbGZsb3d8eyJWljojMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikl1haWwiLC%7C1000&sdata=ADHlBmQzaJMsB8fn7K%2B%2BnKt7L2XU1cwsS5%2F9MWoekrc%3D&reserved=0)) or one of the credential evaluation services listed here (<https://advanced.jhu.edu/admissions-aid/how-to-apply/>).

JHU AAP also accepts official transcripts that are sent directly from the institution:

- If via email to: [aapadmissions@jhu.edu](mailto:aapadmissions@jhu.edu).
- If via regular mail, to:

851 Trafalgar Court  
Suite 420 West  
Maitland, FL 32751

Regardless which of the above methods are used to submit official transcripts, applicants are responsible for ensuring their transcripts are received by JHU by the stated deadlines. It takes time for an institution, approved provider, or credential evaluation service to process and send official transcripts—in some cases at least four to six weeks. Therefore, applicants should allow sufficient time for their transcripts to be processed and transmitted to JHU.

## Deferral of Admission

Admitted students in some programs may defer the start of their studies for up to one year from the term of admission (example: a fall admit can defer until next fall; a spring admit can defer until next spring). Applicants need to complete the Enrollment Decision form, which is available through the electronic version of their official admissions decision letter. Students who accept the offer of admissions but later decide to defer their enrollment to a future term must contact the Admissions Office immediately with their intent to defer. Not contacting the Admissions Office may result in a temporary delay in a student's ability to enroll in a future term. If an admitted student wishes to enroll beyond the year of admission, they will need to reapply to the program by submitting a new application, application fee, and any additional supporting documents. A student who reapplies must satisfy admission and program requirements in effect at the time of reapplication.

## Denial of Admission

All admission decisions are final. The Admissions Office cannot discuss the committee decision. In the case of denied admission, applicants must take at least one year to attempt to improve their qualifications before reapplying to the same degree or certificate program. Improvements can include but are not limited to taking the GRE, submitting a new writing sample, or taking additional courses in a related field at a regionally accredited college or university. Please note that an improvement to the application or reapplication does not guarantee admission into the program. The applicant will need to reapply to the program by submitting a new application, application fee, and any additional supporting documents.

## International Applicants

### Collegiate-Level Course Work Earned Outside of the U.S.

Applicants who have earned their post-secondary degree(s) or course work in a country other than the United States are required to have a "course-by-course" credential evaluation with GPA performed by an outside evaluation service. Evaluations are waived only if the student received their undergraduate degree from a U.S. institution and the undergraduate course work taken internationally was transferred to that institution. However, the official transcript, in English, is still required of the international school. Please see [ed.gov/accreditation](http://ed.gov/accreditation) (<https://www.ed.gov/accreditation/>).

Evaluations must be completed by a current National Association of Credential Evaluation Services member such as the World Education Services. The most up-to-date list of current members can be

found on the JHU Advanced Academic Programs website (<https://advanced.jhu.edu/admissions-aid/how-to-apply/international-students/>).

## English as a Second Language

International applicants must demonstrate English proficiency by meeting at least one of the following requirements:

- The applicant submits official TOEFL, IELTS, or PTE scores.
- The applicant holds a post-secondary degree from an accredited U.S. institution.
- English is both the official language and the only language of instruction in the applicant's native country.
- **TOEFL:** Official TOEFL score reports must be sent to AAP in the mail. Photocopies or electronic TOEFL score reports will not be accepted. AAP requires a minimum score of 600 on the paper test, 250 on the computer-based test, and 100 on the Internet-based test. However, scores requirements may vary by program. Our institutional code is listed under the District of Columbia: 8747 (Johns Hopkins Adv.Acad.Programs).
- **IELTS:** Applicants should contact the test center where they took the test and request that test scores be sent electronically using the IELTS system. Please be sure to select "Krieger School of Arts and Sciences Advanced Academic Programs." All IELTS test centers worldwide are able to send scores electronically. AAP requires a band score of 7.0. However, score requirements may vary by program.
- **PTE:** Official PTE Academic results must be sent to AAP in the mail or electronically. Photocopies of PTE Academic score reports will not be accepted. AAP requires a minimum score of 68. However, score requirements may vary by program. Our institutional code is: Krieger School of Arts and Sciences—Advanced Academic Programs.

## Student Visas

Applicants seeking admission to enroll in on-site courses in the U.S., taking at least three courses per semester, may request certification for an F-1 visa by indicating "yes" for the "Do you plan to initiate the F-1/J-1 visa process through Johns Hopkins University?" question on their admissions application.

AAP international students on F-1 visas usually begin their program in the fall or spring semester. In order to maintain status on an F-1 visa, students in AAP must be enrolled in a minimum of three courses per semester, one of which can be an online course. Students must complete their certification process with the Office of International Services (<https://ois.jhu.edu/>).

## Dual or Combined Program Admissions

A limited grouping of programs is considered dual (two Master's degrees) or combined (Master's degree + Certificate). Programs combined with those from other Johns Hopkins Schools will have separate admissions requirements and will require a different application, fee, etc. Please see each program's admissions requirements for more information.

## Special Student/Non-Degree Applicants

A non-degree seeking or special student is one who would be eligible for admission as a degree or certificate candidate to the chosen program, but who is not interested in pursuing the credential. Admitted students with non-degree seeking/special status are:

- Permitted to enroll in courses for which they satisfy the prerequisites;
- Permitted to take up to four courses;

- Not qualified to receive financial aid;
- Not eligible for graduation; and
- Required to reapply to become degree-seeking (acceptance not guaranteed).

To be considered for **special student or non-degree admission** to any Advanced Academic Programs course, applicants must do the following:

- Submit a completed online application;
- Indicate non-degree seeking under the AAP Program tab in the application;
- Upload unofficial transcripts (preferred) or copy of diploma;
  - Submit official transcript for the highest degree attained
- Submit a Statement of Purpose;
- Submit a resume;
- Submit a writing sample (Writing, Science Writing, and Teaching Writing applicants only); and
- Submit two Recommendation Letters (see program admissions requirements for more information).

## Admission to Other Divisions or Programs of the University

An admitted student in the Advanced Academic Programs division who wishes to transfer to another school in the university or to a full-time program in the School of Arts and Sciences must apply to the appropriate school or the School of Arts and Sciences' full-time programs. Admission to the Advanced Academic Programs division establishes no claim or priority for admission to other divisions or programs of the university.

## Accelerated Status for Recent Johns Hopkins Undergraduate Students

Recent Johns Hopkins graduates may be allowed to accelerate their time to complete an AAP master's degree. Academically strong and eligible candidates from JHU's undergraduate programs may be considered for the accelerated option at the time of application. Students who start an AAP master's degree program within 5 semesters (including summer) following their graduation from their first bachelor's degree may have up to two upper-level courses applied through advanced standing toward the master's degree. Coursework will be approved at the sole discretion of the program director. This evaluation is final and not eligible for appeal.

## AAP Course Opportunities for Current Johns Hopkins Undergraduate Students

Eligible upper-level JHU students may be allowed to begin taking a limited number of AAP courses on a space-available basis prior to the completion of their undergraduate degrees. Students must contact the appropriate AAP program director/advisor for further details, specific program requirements, and approval.

## Waived and Replaced Courses

In some programs, the Admissions Committee may allow up to two core courses to be waived. All waived courses must be replaced by electives to satisfy the required number of courses to complete the degree. Students should consult with their program director to determine if their program waives and replaces courses.

Some programs waive and replace based on previously completed graduate coursework. Supporting documentation, such as copies of syllabi and course descriptions, may be requested by the committee to

assist with its decision. Students are granted this type of waiver at the time of admission.

Some programs waive and replace based on an assessment of specialized knowledge; these assessments must be requested and completed no later than the end of the student's first enrolled semester at AAP.

## Advanced Standing

Advanced Standing signifies a student receiving credit for academic coursework that was achieved prior to applying to their current program. This coursework comes from programs outside of any JHU division and must have been completed within seven years from the date of application. Advanced Standing will only be considered when the relevance and currency of the prior course content clearly contributes meaningfully to the graduate degree.

### The following restrictions apply for coursework being considered for Advanced Standing:

- Advanced Standing can only be granted for those courses that have 75% or higher alignment with course objectives within the AAP program.
- Coursework must have received the minimum grade of B- to be considered; however, individual AAP programs may require a higher grade. Please contact the program director for guidelines.
- No more than two courses may qualify for Advanced Standing.
- Courses being considered for Advanced Standing must not have been part of a completed degree or certificate program.
- Advanced Standing will only be considered for master's degree programs. No advanced standing at the certificate level will be considered.

### To be considered for Advanced Standing applicants must:

- Request Advanced Standing at the time of application. Advanced Standing cannot be granted or requested once a student is admitted to a program.
- Submit course syllabi for those credits they are seeking to transfer into the program. Advanced Standing requests without syllabi will not be reviewed.

## New Student Orientation

Once admitted to the Advanced Academic Programs division, all students are encouraged to complete a web-based new student orientation (<https://advanced.jhu.edu/current-students/new-student-checklist/>). This orientation provides guidance for all AAP students, regardless of modality, to understand administrative processes at Advanced Academic Programs and to learn about available resources. New student orientation is separate from "Learning Management System orientation," which is available to all students enrolled in online courses and required by certain academic programs. The LMS orientation provides specific information regarding the use of LMS and enrollment in online courses.