

JOHNS HOPKINS

U N I V E R S I T Y

Krieger School of Arts and Sciences
Whiting School of Engineering
Graduate Affairs and Admissions Office

2009-2010 Application for Nonresident Status

Definition

Students will be eligible for Nonresident Status if they:

- have completed all coursework and requirements for the graduate degree other than the presentation and defense of the master's essay* or doctoral thesis;
- have reached the end of their departmental support period or have exhausted support from grants and cannot be fully supported by the department;
- are working 19.9 hours per week or fewer during the academic year if employed by Johns Hopkins University in any capacity (intersession or summer employment can be full-time, however). If working, students cannot be on salary (or stipend) but must be paid hourly on a semi-monthly basis. **NOTE:** Research or teaching assistants expected to work more than 19.9 hours per week do not qualify for Nonresident Status.

* in the Whiting School, this may also include the master's project.

Tuition

All students on Nonresident Status will be charged 10% of full-time tuition per semester. Nonresident students are not required to carry health insurance but are eligible to purchase the University-sponsored plan.

Restrictions

Nonresident students are awarded the same privileges as all full-time students -- there are no additional restrictions on access to campus, faculty advising or JHU services for those with this status. However, Nonresident students are not permitted to enroll in any courses, with one exception -- under certain circumstances, international students who file for Curricular Practical Training F1 (CPT1) through the Office of International Students and Scholars Services may register for a course entitled "Research and Teaching Practicum" (KSAS) or "Engineering Research Practicum" (WSE). The maximum amount of time that a student may retain Nonresident Status is four semesters for master's students and ten semesters for doctoral students. Upon reaching this limit, the student will be required to register for either part-time status (WSE only) or full-time resident status until degree completion.

Application Procedures

To be awarded Nonresident Status, students will be required to complete and sign a form indicating that they meet the requirements as stated above. A letter from the applicant detailing his/her current status towards completing the thesis/dissertation, as well as the progress the student expects to make while on Nonresident Status must accompany this form. The form will need to be signed by the department and the Office of International Students and Scholars Services (if applicable) prior to its submission to the Homewood Graduate Affairs and Admissions Office. The final decision is made by either the Chair of the Graduate Board (for Krieger/Whiting School doctoral candidates and Krieger School master's candidates) or the Whiting School Vice Dean for Education (for engineering master's candidates). Students should apply for Nonresident Status well in advance of the first semester for which it is desired. When requesting a change of status for the current term, such petitions should be submitted no later than the end of the second week of the semester.

Reporting Responsibilities

Departure of a student from one of the Homewood Schools without prior arrangement of Nonresident Status will be deemed a permanent withdrawal from the student's program. While on Nonresident Status, students are expected to provide the Office of the Registrar and their department with an updated current address and are expected to respond to all communications and mailings (e.g. the Annual Report Form) within the deadlines specified. Failure to return these forms will be deemed a withdrawal. Students who withdraw from their programs must be formally readmitted, at the discretion of the department, before they may return to the University. If readmitted, they need not pay a second admission fee but must satisfy the residency requirements for the degree following readmission (even if previously satisfied) and pay all outstanding Nonresident fees.

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Student ID #: _____

Department: _____

Name: _____

(Please Print)

Last

First

Middle

Address correspondence is to be sent: _____

Street or Post Office Box

City

State

Zip Code

Country

Phone number/E-mail address: _____

I am requesting Nonresident Status for the _____ semester through _____
semester and year semester and year

I am seeking the following degree: Master's Doctoral

I estimate the completion of all my remaining degree requirements by: _____
(month and year)

Are you an International student? Yes** No

Do you plan on working on-campus while on Nonresident Status? Yes No

Student's Signature _____ Date _____

Recommended By _____ Date _____
Department Chair

Recommended By _____ Date _____
Director of International Student and Scholar Services (if applicable)**

Approved By _____ Date _____
Chair, Graduate Board or WSE Vice Dean for Education