

Master of International Service

DOUBLE DEGREE MIS-IST GUIDE FOR ACADEMIC YEAR 2018-2019

ABOUT US

Location: Tucked away in a residential neighborhood at the top of Embassy Row in northwest Washington, DC, American University (AU) is unique in its ability to take advantage of the vast wealth of professional, intellectual, and cultural resources of the nation's capital, while also providing a quiet, intimate environment in which to study. Designated as a public garden and arboretum, the majority of classroom space is centered around a 130,000 ft² (12077 m²) quadrangle that makes up the main campus.

Prestige: The university has seven schools and colleges, which are consistently ranked highly in national college rankings. The School of International Service (SIS) is ranked 8th for graduate programs and 9th for undergraduate programs in the world according to *Foreign Policy* magazine. In addition to being well-regarded academically, the university is consistently ranked as one of the "Most Politically Active" schools in the nation by the Princeton Review. Alumni have obtained high positions in government along with becoming leaders in film and media.

Diversity: SIS enrolls a diverse student body of approximately 2,000 undergraduate and 900 graduate students from throughout the United States and more than 150 countries. In addition to its academic offerings, SIS is a vibrant forum for debates and events, and frequently hosts government, NGO, and industry leaders to talk and meet with students. Our graduates go on to obtain jobs across all sectors both domestic and international, with 89% of alumni obtaining employment or furthering their education post-graduation.

Links:

American University's Website: <http://www.american.edu/about/>

The School of International Service's Website: <http://www.american.edu/sis/about.cfm>

Master of International Service (MIS) Website: <http://www.american.edu/sis/MIS/degree-options.cfm>

ACADEMIC CALENDAR

Fall 2018: August 27, 2018 – December 15, 2018

Spring 2019: January 14, 2019 – May 7, 2019

COURSE OFFERINGS

For more information about the courses offered at American University, please see the links below. Applicants should review SIS courses available* during their time of study before applying.

Course Schedule	http://www.american.edu/provost/registrar/schedule/ select desired semester then choose "SIS" under "Browse a Subject"
Course Descriptions	http://www.american.edu/provost/registrar/schedule/course-descriptions.cfm
Course Catalog	http://www.american.edu/provost/registrar/university_catalog.cfm

*The tuition discount agreed upon in the partnership only applies to courses taken within SIS, with the exception of the ECON requirement for the degree. While students may take classes outside of SIS to fulfill their concentration, those credits will be charged at the full AU tuition rate.

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PROGRAM ELIGIBILITY & REQUIREMENTS

Academic Performance: Applicants are reviewed based on their prior academic performance, with more weight being placed on coursework related to international relations.

Student Status: In order for us to better evaluate a student's qualification, our preference is for applicants to have already completed at least one semester of study in their home program.

Academic Credits: Students studying in the MIS International Studies Track are required to study full time for a minimum of 18 credits in residency at AU.

AU's GRADING SYSTEM

Grade	Quality Points	Grade	Quality Points
A	4.00	C+	2.33
A-	3.67	C	2.00
B+	3.33	C-	1.67
B	3.00	D	1.00
B-	2.67	F	0.00

NOMINATION PROCESS

All students must be nominated by their home institution before applying directly to the School of International Service.

Email nominations to IST@american.edu. In your email, make sure to:

1. Identify in your message the name(s) of the student(s) you are nominating
 2. Attach a verified copy of the student's official transcript(s) and letters of recommendation
- *Attested copies of these documents may be sent directly to IST@american.edu. Emails should include the student's full name and the type of document being sent. Attested copies can only be sent by the institution. Copies of these documents sent by the students will be considered unofficial.*

STUDENT APPLICATION PROCESS

After we receive the student nomination from the partner institution, the student may begin his or her application at <https://applynowsis.american.edu/Datatel.ERecruiting.Web.External/Pages/Welcome.aspx>

Under the **Academic Plans** section of the application, the student should select **Master of International Service: International Studies Track** as the Program of Study. After selecting the program, an additional drop-down menu titled **Partner School** will populate. The student should then select the appropriate school from the drop-down list.

The student will need to provide the following for his or her application:

- Official English language exam results (if English is not your native language or if you do not yet have a bachelor's or postgraduate degree completed in English)
- Official transcripts and certified English translations, if applicable, for EACH postsecondary institution attended*
- Two letters of recommendation*
- Resume/CV

**If attested copies were not already sent by the home institution*

Note: the application fee and deposit are waived for MIS-IST applicants

Please remind students to check their email regularly for their official acceptance letter from the SIS Graduate Admissions office.

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ENGLISH LANGUAGE REQUIREMENTS

	TOEFL	IELTS
Graduate	100	7

Please refer to <http://www.american.edu/sis/admissions/required-materials.cfm> for further details regarding the requirements and additional options to demonstrate English Language proficiency.

VISA APPLICATION AND STUDENT ONBOARDING

After the application has been reviewed, and if the student has been accepted, we can move forward with the I-20 application needed for the student visa. Students should begin preparing the necessary financial documents as soon as possible to facilitate this process. Below are some resources to help with this step.

RESOURCES FOR I-20 APPLICATION SUBMISSION

CFIS Form	http://www.american.edu/ocl/iss/Immigration-and-Visa-Incoming-Students.cfm
Graduate Cost Guide	http://www.american.edu/ocl/iss/Cost-Guides.cfm
Financial Proof	http://www.american.edu/ocl/iss/Financial-Documents.cfm
Immunization Form	http://www.american.edu/ocl/healthcenter/Immunization-FAQs.cfm

COST GUIDE (based on 2017-2018 costs)

All MIS-IST students are required to demonstrate financial ability to pay for the tuition and living expenses for their year of study.

Please use the below cost as a reference for completing the CFIS form. This is not a precise figure, but rather the amount for students to show they are capable of supporting themselves on the program. *Note that the below estimate includes tuition (less 20% reduction), mandatory fees (less \$750 Additional SIS Master's Program Fee per semester), room, board, books, health insurance, transportation, and living expenses for 12 months.*

1 year of study: \$55,987.00

Cost Breakdown: \$23,645 tuition, \$690 mandatory fees, and \$31,652 living expenses for one calendar year (MIS IST students may choose to not be at AU in the summer term, but must show the full living expenses amount, a \$7,200 difference)

CONTACT INFORMATION

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