

# Admission and Financial Aid

## ADMISSION

### UNDERGRADUATE MATRICULATED STUDY

Stanford's undergraduate community is drawn from throughout the United States and the world. It includes students whose abilities, intellectual interests, and personal qualities will allow them to benefit from and contribute to the University's wide range of teaching and research programs in the humanities, natural sciences, social sciences, and engineering. The University admits students who derive pleasure from learning for its own sake; who exhibit energy, creativity, and curiosity; and who have distinguished themselves in and out of the classroom.

Stanford welcomes a diverse community that cuts across many dimensions. The University does not use quotas of any kind in its admission process: it does not favor particular schools or types of schools, nor any geographic region, nor does it have any racial, religious, ethnic, or gender-related targets. The University believes that a student body that is both highly qualified and diverse in terms of culture, socioeconomic status, race, ethnicity, background, work and life experiences, skills, and interests is essential to the educational process. Applications are encouraged from those who would take the initiative and responsibility for their own education and who would provide additional dimensions to the University and its programs.

In order to preserve the residential character of the University and to maintain a favorable student-faculty ratio, Stanford has a limited undergraduate enrollment. The anticipated size of the freshman class is 1,600 students. Some 50-80 transfer students, entering either the sophomore or junior class, are also admitted for Autumn enrollment. Each year, the University receives many more applications from qualified students than there are places available.

Stanford is committed to meeting the University-computed financial need of each admitted student, and admission decisions are made without regard to the applicant's financial status, except in the case of international students (students who are neither U.S. citizens nor permanent residents).

Application procedures, requirements, and deadlines vary from year to year. See the Undergraduate Admission web site at <http://admission.stanford.edu> for the most recent information and to request application materials; or call the Office of Undergraduate Admission at (650) 723-2091.

### NONMATRICULATED STUDY

Permission to enroll at Stanford as a nonmatriculated student during Autumn, Winter, and Spring quarters is not routinely approved except under extenuating circumstances. Nonmatriculated students authorized to enroll at Stanford University are not admitted to any Stanford degree program and are permitted to register for a specific period, usually one, two, or three quarters. Financial assistance from Stanford University is not available. Permission to enroll as a nonmatriculated student does not imply subsequent admission as a matriculated student. Students interested in nonmatriculated status during the Autumn, Winter, and Spring quarters should contact the Office of the University Registrar, not the Office of Undergraduate Admission.

*High School Nonmatriculated Students*—Local high school students are eligible to be considered to attend Stanford as nonmatriculated students on a limited basis when they have exhausted all of the courses in a given discipline offered by their high school. Nonmatriculated high school students are permitted to enroll in one course per quarter and are required

to pay the applicable tuition. Permission from the academic department and the Registrar is required.

*Summer Session*—Students wishing to enroll as nonmatriculated students during Summer Quarter should contact the Summer Session Office for more information about the Summer Visitor Program. Admission to the Summer Visitor Program does not imply regular admission to Stanford for subsequent quarters or to one of Stanford's regular degree programs.

### GRADUATE MATRICULATED STUDY

Applicants from colleges and universities of recognized standing who hold a U.S. bachelor's degree or its equivalent are eligible to be considered for admission for graduate study. Details regarding degrees offered in specific departments are given in the *Guide to Graduate Admission* or at <http://gradadmissions.stanford.edu>. The number of applicants who can be admitted for work in a particular field of study at any time is limited by the facilities and programs of the school or department and by the number of matriculated students who continue their work in that field.

*The Coterminous Degree Program*—This program permits matriculated Stanford undergraduates to study for bachelor's and master's degrees simultaneously in the same or different departments. Application policies and procedures are established by each master's department. Applicants must have earned a minimum of 120 units toward graduation (UTG) as shown on the undergraduate unofficial transcript. This includes allowable Advanced Placement (AP) and transfer credit. Applicants must submit their application no later than the quarter prior to the expected completion of their undergraduate degree. This is normally the Winter Quarter prior to Spring Quarter graduation. Students who decide to apply for admission to master's programs after these deadlines are not eligible for the coterminous program and must apply through the regular graduate admission process.

### APPLICATION PROCESS

Specific information regarding test requirements, other application procedures and requirements, and closing dates for filing applications and supporting credentials for admission and financial aid are listed in the *Guide to Graduate Admission*.

Graduate fellowship funds and assistantships are generally committed in March for the entire period comprising Autumn, Winter, and Spring quarters of the next academic year. Awards are seldom made to students who enter the University in Winter, Spring, and Summer quarters; such applicants must meet the same financial aid application requirements as those entering in Autumn Quarter.

Applications may be submitted electronically for graduate programs in the schools of Earth Sciences, Education, Engineering, Humanities and Sciences, and the Biosciences (non-M.D. programs in Medicine). Application instructions may be found at <http://gradadmissions.stanford.edu>.

The *Guide to Graduate Admission* may be obtained from Graduate Admissions, Office of the University Registrar, Old Union, 520 Lasuen Mall, Stanford University, Stanford, California 94305-3005, except for the programs listed following this paragraph. The University prefers that prospective graduate students apply online at <http://gradadmissions.stanford.edu>. Students who are unable to apply online may send a written request for a paper admissions packet from Graduate Admissions, Office of the University Registrar, Old Union, 520 Lasuen Mall, Stanford University, Stanford, CA 94305-3005. The cost for this packet is \$20, which includes a copy of the *Stanford Bulletin*. For admission to the following programs, please apply directly at the address listed following.

*Business*—Applicants should write to Director of Admissions of the M.B.A., Ph.D., or Sloan program, Graduate School of Business, Stanford University, Stanford, CA 94305-5015 for information and application forms.

*Law*—Applicants should write to Director of Admissions, School of Law, Stanford University, Stanford, CA 94305-8610. The Law School Admissions Test is required.

**M.D. Program**—Applicants should see the M.D. admissions web site at <http://med.stanford.edu/md/admissions/> or, for additional information about the M.D. program, write to Stanford University School of Medicine, Office of M.D. Admissions, 251 Campus Drive, MSOB X3C01, Stanford, CA 94305-5404. The American Medical College Application Service (AMCAS) application is available at <http://www.aamc.org>. Applications and transcripts must be received by AMCAS by October 15. The Medical College Admissions Test is required.

**Coterminal Master's Program**—Interested Stanford undergraduates should contact directly the department in which they wish to pursue a master's degree and must adhere to the application deadlines described in the "Coterminal Degree Program" above.

## NONMATRICULATED STUDY

Eligibility for consideration for nonmatriculated status is restricted to two groups of applicants:

1. Stanford alumni who wish to return to Stanford to take courses that are prerequisites for Medical School admission, i.e., undergraduate Biology or Chemistry courses, are eligible to apply for nonmatriculated status. An application form, application fee, statement of purpose, and three letters of recommendation are required. The decision to admit or deny will be made by the Director of Graduate Admissions on the basis of relevant factors, including a 3.0 GPA and positive letters of recommendation.

Applicants who graduated from other universities are not eligible to take the prerequisites for Medical School at Stanford.

2. Individuals who hold a bachelor's degree or equivalent and wish to take courses in a specific department that allows non-degree students are eligible to apply for nonmatriculated status. An application form, application fee, statement of purpose, original transcripts, and three letters of recommendation are required. The decision to admit or deny will be made by the chair of the department in which they wish to take courses and conveyed in writing to the Graduate Admissions Office. Applicants will be notified of the decision by the Office of the University Registrar.

Students who are granted nonmatriculated status may register for a maximum of one academic year. Nonmatriculated status is a privilege and not a right; the nonmatriculated status may be revoked at the University's discretion and after consideration of such factors as the University considers relevant in the particular case at the end of any quarter of enrollment.

Nonmatriculated students are not permitted to enroll in certain courses, such as those in the following departments or programs: film and broadcasting courses in Communication; graduate level courses in Psychology; all courses in Computer Science, Economics, Electrical Engineering, International Policy Studies, and the School of Medicine. Nonmatriculated students receive academic credit for courses satisfactorily completed and may obtain an official transcript. They may use University facilities and services. In classes of limited enrollment, students in degree programs have priority. Nonmatriculated students may apply for housing but will have a low priority for assignment. No fellowships, assistantships, or Stanford loans are available for nonmatriculated students.

Nonmatriculated students who later apply for admission to a degree program must meet the standard admission requirements and should not anticipate special priority because of work completed as a nonmatriculated student. Students who are admitted to a degree program may apply a maximum of 15 units of nonmatriculated study toward the residency requirement for a master's degree and 30 units for the Engineer or Ph.D. degree.

Application forms for nonmatriculated status during the regular academic year are available from Graduate Admissions, Office of the University Registrar, 520 Lasuen Mall, Old Union Building, Stanford, CA 94305-3005. Deadlines for applying are included with the forms and are generally required two months before the start of the quarter.

Applicants interested in nonmatriculated student status for the Summer Quarter only should contact the Summer Session Office, 482 Galvez Mall, Stanford, CA 94305-3005.

## POSTDOCTORAL SCHOLARS

Postdoctoral scholars are trainees in residence at Stanford University pursuing advanced studies beyond the doctoral level in preparation for an independent career. Postdoctoral scholars are appointed for a limited period of time and may participate on Stanford research projects and/or may be supported by external awards or fellowships. In all cases, their appointment at Stanford is for the purpose of advanced studies and training under the sponsorship of a Stanford faculty member.

Postdoctoral appointments require initial full-time engagement in the designated research or study and are generally restricted to those who have earned their Ph.D. within the last three years or their M.D. within the last six years. Requests for exceptions for individuals who are beyond these limits, or have not been actively engaged in research as their primary effort, must include a written statement from the sponsoring faculty member indicating what additional training outside the primary area of effort the individual plans to receive, and the reasons for which the exception is requested. Postdoctoral scholars are appointed at Stanford for fixed terms, typically that may eventually total up to four years, and are subject to a strict five-year rule with the total postdoctoral appointment period not to exceed a total of five years of postdoctoral research experience at all institutions combined. In cases of combined training, only the years of active research at the postdoctoral level are counted for salary and other purposes. Postdoctoral scholars who begin a second postdoctoral appointment in a new field may have training extended to a maximum of up to six years. Postdoctoral scholars may request temporary reductions in effort and pay due to temporary family or other conditions.

All postdoctoral scholars appointed at Stanford must be supported by Stanford grants and contracts, training grants, departmental or school fellowship funds, or external fellowships, or by a combination of these sources. Scholars may not be self-supporting. In addition, all postdoctoral scholars are eligible for a benefits package including medical, dental, life, and disability insurance. Postdoctoral scholars are normally appointed for 100% time.

All postdoctoral scholars must be registered at Stanford during every academic quarter of their appointment. Registration entails payment of a quarterly postdoctoral fee, which is paid by the academic department or school appointing the scholar.

Prospective postdoctoral scholars should write directly to the department in which they wish to study or check for postdoctoral openings at <http://postdocs.stanford.edu/prospects/index.htm>. For more information, see <http://postdocs.stanford.edu/>.

## VISITING RESEARCHERS

In limited instances, it is to the benefit of Stanford faculty to permit persons who have not yet obtained a Ph.D. (or its foreign equivalent) or who are not recognized experts in their fields to engage in research on the Stanford campus using Stanford research facilities. Such instances include students at other universities who are engaged in graduate-level research in a field of interest to the faculty member, a person doing a laboratory rotation as part of a larger research study or grant, or employees of companies who are conducting research which requires specialized equipment available only at Stanford.

In these instances, since these individuals are not eligible for Visiting Scholar status, they may be eligible to apply to register as nonmatriculated graduate students in the Visiting Researcher category for one year. Invited persons must be qualified to conduct research at a level comparable to that of other Stanford graduate students, and the research must be of benefit to Stanford as well as to the visitor. Application for Admission forms for visiting researchers are submitted to the Registrar's Office by the department issuing the invitation.

Visiting researchers are charged the TGR (Terminal Graduate Registration) tuition rate quarterly and may waive the University's student medical insurance plan only if they have comparable coverage with another carrier and submit proof of the comparable coverage prior to the term start date. They may not enroll in or audit any courses, but in quarters they are registered are eligible for the usual student benefits of nonmatriculated student status. Visiting researchers may apply for housing, but will have a low priority for assignments. No fellowships, assistantships, or Stan-

ford loans are available for visiting researchers. Stanford cannot certify visiting researchers for deferment of U.S. educational loans. Citizens of other countries who enter the United States to be visiting researchers at Stanford must have a DS 2019 Certificate (to apply for a J-1 visa) issued by the Bechtel International Center and must register each quarter, including Summer Quarter, to maintain their visa status.

## VISAS FOR FOREIGN STUDENTS

Stanford is authorized under federal law to enroll nonimmigrant students.

All students who are not U.S. citizens or permanent residents must obtain visas for their stay in the United States. The types of student visas sponsored by Stanford include the following:

1. Student Visa (F-1), obtained with an I-20 Certificate of Eligibility issued by Stanford University. The graduate student on an F-1 visa must enroll in a full course of study. The accompanying spouse or child enters on an F-2 visa. F-2 visa holders may not work.
2. Exchange Visitor Visa (J-1), obtained with a DS-2019 Certificate of Eligibility issued by Stanford University or a sponsoring agency. This visa is required for graduate students sponsored by certain agencies, foundations, and governments. In some cases, Exchange Visitors must leave the United States at the conclusion of their programs, may not change visa status, and may not apply for permanent residency in the United States until they have returned to their home countries for at least two years. The spouse of an Exchange Visitor enters on a J-2 visa and may, in some cases, obtain permission to work.

The certificate of eligibility is issued to a student accepted for admission only upon receipt of evidence of satisfactory proficiency in the English language and certification of adequate financial support. A student transferring from another school must obtain a new visa with a Stanford certificate of eligibility.

Information on visas is sent to admitted graduate students from the Graduate Admissions Office. Information on visas for postdoctoral scholars and visiting researchers may be obtained from the Bechtel International Center.

The University requires that all students who are not U.S. citizens or permanent residents maintain a visa status that allows registration as students.

## FINANCIAL AID UNDERGRADUATE

The University has a comprehensive need-based financial aid program for its undergraduate students (except some international students) who meet various conditions set by federal and state governments, the University, and other outside agencies.

In awarding its own funds, the University assumes that students and their parents accept the first and primary responsibility for meeting educational costs. Stanford's policy generally is to exclude undergraduates from being considered financially independent of their parents for University-administered scholarship aid unless a student is an orphan, a ward of the court, or at least 25 years of age. Spouses of married undergraduate students share in the responsibility to meet educational costs.

Stanford expects financial aid applicants to apply for and use resources from state, federal, and private funding sources, contribute from their earnings during nonenrollment periods (for example, summer), and use student loans and earnings from part-time employment during the academic year to meet educational expenses. If Stanford determines that an applicant and his or her family cannot meet these expenses, the University may offer financial aid funds to help meet these costs.

In awarding financial aid funds to meet computed need (that is, any gap remaining after subtracting the calculated family contribution and government grants from the standard student budget), Stanford first offers "self-help," which consists of student loans and/or an academic-year earnings expectation. If computed need is greater than the self-help expectation,

Stanford awards institutional scholarship to meet the remaining need.

Scholarships from outside sources may change the University's financial aid award. When a student receives outside scholarships, these funds reduce or eliminate the student's self-help expectation. If the total in outside scholarships exceeds the self-help expectation, the University then reduces institutional scholarship, dollar for dollar, by any additional amount.

Students are considered for University scholarship eligibility during their first four years of undergraduate enrollment. The Financial Aid Office (FAO) considers applicants for University scholarship eligibility beyond the twelfth quarter only if enrollment is essential in order to complete the minimum requirements for the first baccalaureate degree or major. Students who enroll for a fifth year in pursuit of a coterminal program, a minor, a second major, a second degree, or the B.A.S. degree are not eligible for University scholarship consideration but may apply for student loans and federal grants. Eligibility for undergraduate federal student aid is limited to a student's first five years (fifteen quarters) of enrollment.

## APPLICATION AND AWARD NOTIFICATION PROCESS

### PRIORITY FILING DEADLINES

Prospective freshmen	Single-Choice Early Action, November 1, 2005
Prospective freshmen	Regular Review, February 1, 2006
Prospective transfers	March 15, 2006
Returning students	April 15, 2006

### APPLICANT DOCUMENTS

U.S. citizens and permanent residents who wish to be considered for all available funding administered by Stanford should submit the following documents:

1. Free Application for Student Aid (FAFSA): file online at <http://fafsa.ed.gov>. California residents must file the FAFSA and submit a GPA Verification Form to the California Student Aid Commission (CSAC) by March 2, 2006, for Cal Grant consideration.
2. CSS PROFILE application: file online at <http://profileonline.collegeboard.com>.
3. Copies of parents' 2005 W-2 forms. Continuing students should submit copies directly to the FAO. New applicants should submit signed copies of their parents' 2005 federal tax returns and W-2 forms to the CSS IDOC service.

U.S. citizens and permanent residents who wish to apply only for federal aid consideration do not need to file the CSS PROFILE; they should file the FAFSA and submit tax documents directly to the FAO.

International students (except Canadians) should complete and submit the International Student Financial Aid Application and Certification of Finances directly to the FAO. Canadians should file the CSS PROFILE and submit tax documents as listed above.

Students whose application materials are filed after the priority filing deadlines, who have not borrowed or worked in prior years, or who have not secured all external funds such as Pell and Cal Grants, can expect higher levels of self-help in their financial aid packages.

Applicants and their parents are required to submit accurate and complete information on all application documents. The University participates in the U.S. Department of Education's Quality Assurance Program to evaluate the accuracy of aid application data. As part of this program, the FAO may request additional documentation to verify reported data. Students who fail to submit the requested documentation will have their financial aid funds withheld or canceled and their future registration placed on hold. Financial aid awards may change as a result of the verification process.

## NOTIFICATION DATES

In December, the FAO notifies Single-Choice Early Action applicants who apply by the November filing date of their financial aid award. The FAO notifies freshman applicants who apply by the February 1 filing date in early April. Transfer applicants who apply by the March 15 filing date are normally notified of their financial aid award within five days of their notice of admission.

The FAO begins mailing award notices to continuing and returning applicants in early August. Applicants who file after the priority filing date may not have a financial aid award or funds secured for disbursement by the Autumn Quarter payment due date.

## FINANCING OPTIONS

The federal Parent Loan for Undergraduate Students (PLUS) program is available to help parents cover all or part of the expected family contribution through a low-interest, long-term loan. PLUS loans are available to all parents who meet credit requirements regardless of their computed financial need. See the Financial Aid Office web site at <http://financialaid.stanford.edu> for details on the PLUS program. Parents should also contact their employers for information about programs that may be available to them as employees' benefits to help meet college costs.

## GRADUATE

Graduate students at Stanford receive funding from a variety of sources. University fellowships, research assistantships, and teaching assistantships are offered primarily to doctoral students. In some cases, master's students also may receive fellowships and assistantships. In addition, outside agencies provide fellowships to many graduate students at Stanford. Students without fellowships or assistantships, and those whose funding does not cover all of their costs, may need to use student loans, savings, other personal assets, a spouse's earnings, or parental support to meet their educational expenses.

## FELLOWSHIPS AND ASSISTANTSHIPS

Fellowships, research assistantships, and teaching assistantships are important parts of the educational program for graduate students at Stanford. Schools and/or departments determine eligibility for University fellowships and assistantships on the basis of academic merit, program, and the availability of funds. Some departments admit only those students to whom they can offer support or who have guaranteed funds from outside sources. Other departments may offer admission without being able to provide fellowship or assistantship funding.

Fellowship and assistantship funding is provided so that students may focus on their studies; concurrent employment is therefore limited. Students with full assistantships are limited to eight additional hours of employment per week. Students on full fellowships may be paid for up to eight additional hours per week, or may hold a supplemental assistantship appointment up to a maximum of 25% with no additional hourly employment. International students who have Stanford assistantships may not work more than 20 hours per week, including the time required for their assistantship appointments. In Summer Quarter, graduate students who are not required to enroll full-time may be allowed additional employment.

Application procedures and deadlines for admission and University funding are described in the *Guide to Graduate Admission* and at <http://gradadmissions.stanford.edu>. Fellowships and assistantships are normally awarded to incoming students between March 15 and April 15, in accordance with the Council of Graduate Schools resolution. Acceptance of University funding obliges the student to inform the department of any additional funds received; in such cases, Stanford funding may be adjusted (see "Outside Fellowships" below). Recipients of all graduate fellowships and assistantships must enroll in courses for each quarter of their appointment. Students may make arrangements with Student Financial Services to have their assistantship salary credited directly to the University bill through a payroll deduction plan.

## OUTSIDE FELLOWSHIPS

Many graduate students hold fellowships won in national competition from outside agencies such as the National Science Foundation. Information on application procedures and terms of such fellowship programs may be obtained from the applicant's current academic institution or the national office of the agency administering the program. A student who receives support from an outside source must notify his or her Stanford academic department immediately; Stanford funding may be adjusted.

## STUDENT LOANS

Graduate students can apply for federal and private student loans through the University's Financial Aid Office (FAO). Available programs include federal Stafford loans, federal Perkins loans, and Guaranteed Access To Education (GATE) loans. Information on these loan programs can be obtained at <http://financialaid.stanford.edu> or by calling the FAO at (888) 326-3773 or (650) 723-3058. International students who are not permanent U.S. residents are not eligible for federal or GATE loans.

*Application*—Students in the Schools of Business, Law, and Medicine (M.D. program) should consult their schools for loan application instructions. The following loan application requirements apply to graduate students in the Schools of Earth Sciences, Education, Engineering, Humanities and Sciences, and Medicine (Ph.D. only):

1. Free Application for Federal Student Aid (FAFSA); file online at <http://fafsa.ed.gov>.
2. Stanford Graduate Student Loan and Federal Work-Study Application; may be printed from <http://financialaid.stanford.edu>; submit completed application to the FAO.

Students should complete the application process at least two months prior to the beginning of the quarter in which they need the funds. The FAO will determine eligibility for student loans based on a review of FAFSA and application data, satisfactory academic progress, level of indebtedness, credit history, and availability of funds. Student loan eligibility is affected by fellowship, assistantship, and other funding sources; total funding, including student loans, may not exceed the standard expense budget as determined by the FAO.

*Emergency funds*—Students may request a cash advance from the Student Financial Services office. Cash advances may not be used to pay University bills.

## COTERMINAL STUDENTS

Coterminal students, who are concurrently pursuing bachelor's and masters degrees, may receive University fellowships and assistantships only after completing 180 units. Most private and federal graduate fellowships are awarded only to students who have received their bachelor's degrees. Stanford undergraduate scholarships and grants are reserved for students in their first four years of undergraduate study.

## HONORS COOPERATIVE PROGRAM

The Honors Cooperative Program (HCP) is the only part-time graduate program offered by Stanford University. It allows working professionals, who may be eligible for tuition support through their employer, an opportunity to earn a graduate degree in engineering, computer science, or biomedical informatics on a part-time basis.

Prospective HCP students apply to the department in which they would like to pursue a graduate degree through the normal graduate admissions process, and compete with all other applicants for admission to the program. Once admitted, HCP students implement degree study through the Stanford Center for Professional Development (SCPD). Courses are delivered online and broadcast locally. HCP students are also welcome to attend classes on campus, and some on-campus attendance may be required depending on the degree track.

To participate, industry students must have the support of their employer as a participating company of the Stanford Center for Professional Development. For more information, see <http://scpd.stanford.edu>, or phone (650) 725-3000.

## **VETERANS' BENEFITS**

Liaison between the University, its students, and the various federal, state, and local agencies concerned with veterans' benefits is provided by the Office of the University Registrar. All students eligible to receive veterans' benefits while attending the University are urged to complete arrangements with the appropriate agency well in advance of enrollment. In addition, students must have their department approve their study lists as meeting graduation requirements before the Office of the University Registrar can certify the courses for Veterans Affairs.

To comply with federal regulations concerning credit for previous training (38 CFR 21.4253), Stanford University is required to evaluate all previous education and training completed elsewhere to determine what credit, if any, should be granted to students eligible to receive Veterans Administration (VA) educational benefits. Stanford is required to complete an evaluation; credit is granted when appropriate. Credit is evaluated toward the degree program registered with Veterans Affairs as determined by the Office of the University Registrar in conjunction with the relevant academic department(s) or program(s). All relevant University policies regarding transfer credit apply. In addition, this evaluation occurs again each time a student's degree program is changed.

Subject to current federal and University guidelines, students eligible for receipt of VA educational benefits have their prior education and training evaluated up to the credit limits outlined in the "Residency Policy for Graduate Students" section of this bulletin. As an exception to that policy, students in master's programs in the schools of Earth Sciences, Education, Engineering, Humanities and Sciences, Law, Medicine, and Graduate Business are allowed a maximum of 6 transfer (quarter) units.

Stanford University is required to certify only those courses that meet minimum graduation requirements. Courses not directly related to a student's degree program or courses beyond those required for a specific degree program are not certified.