



EVANS SCHOOL OF PUBLIC AFFAIRS

UNIVERSITY *of* WASHINGTON

PEACE CORPS MASTER'S  
INTERNATIONAL ADDENDUM  
TO THE MPA PROGRAM  
STUDENT HANDBOOK

2010-2011 ENTERING CLASS

# Contents

<b>Section I: Introduction to the Peace Corps Master’s International Track .....</b>	<b>3</b>
Major Evans School PCMI Requirements .....	3
Timeline .....	3
PCMI Administration 2010-2011 .....	4
Evans School Curricular Requirements .....	4
<b>Section II: Peace Corps-Specific Issues .....</b>	<b>6</b>
Peace Corps Application Process.....	6
Medical Clearance.....	6
Legal Clearance .....	7
Loan Deferments During Peace Corps Service .....	7
Websites and contacts .....	8
Tax Filings .....	8
Peace Corps Contacts .....	8
<b>Section III: Administrative Issues .....</b>	<b>9</b>
Required Evans School Steps to be completed before your departure .....	9
Tuition and Status as a Student while Overseas .....	9
<b>Section IV: Other Items.....</b>	<b>13</b>
Reserve Readings.....	13
Further Advising .....	13
Listservs.....	13
<b>Appendix I: Sample Peace Corps International Masters (PCMI) MPA Program Course Schedule .....</b>	<b>0</b>
<b>APPENDIX II: Timeline for PCMI Students (typical schedule).....</b>	<b>0</b>

# Section I: Introduction to the Peace Corps Master's International Track

Welcome to the Peace Corps Master's International (PCMI) track at the Evans School of Public Affairs. The MPA Student Handbook is the main guide for your degree program. This addendum is designed to serve as a reference for the specific requirements of the PCMI track. We will assist you in navigating this process but want to remind you that you are responsible for all aspects of the Peace Corps application process, and we would ask you to be as flexible and patient as you can throughout the process.

## Major Evans School PCMI Requirements

You will be eligible to receive the MPA degree when you have:

1. Completed the curriculum requirements including at least 60 credits in graduate level courses numbered 500 or above. For all students 400 level courses must be approved by your adviser. Courses numbered 498 and 499 can only serve as electives for the MPA degree.
2. Maintained a cumulative grade point average of 3.0 or higher, with grades of 2.7 or higher in every core course (note: core courses may be waived; please contact the Student Services Office (Parrington 109) for waiver exam information);
3. Completed an approved degree project with a grade of 3.0 or higher;
4. Completed 27 months of Peace Corps service;
5. Complied with the rules and regulations of the Graduate School of the University of Washington, which has final responsibility for approval of degrees.

You must apply to graduate from the MPA degree within the first seven weeks of the quarter in which you wish to graduate. You must be registered for at least two credits during the quarter in which you graduate. The application for graduation (degree warrant) may be obtained online at <http://www.grad.washington.edu/stsv/mastapp.htm>

## Timeline

In most cases, students will spend the first three quarters (Autumn through Spring) at the Evans School and will complete the fourth quarter during the Autumn quarter after their return from the Peace Corps (see Appendix II). However, it is also possible to complete the fourth quarter of courses during the Autumn quarter before your departure for the Peace Corps (if you will not be leaving until after December) or to work out another schedule with the Evans School staff.

## PCMI Administration 2010-2011

Graduate Program Coordinator	Rachel Garshick Kleit	Parrington 209C, 206.221.3063, kleit@u.washington.edu
Assistant Dean for Student Services	Jason Smith	Parrington 109D, 685-6884, evansdss@u.washington.edu
PCMI Faculty Chair	Joe Cook	Parrington 220, 685-8927; jhcook@u.washington.edu
Manager of International Programs	Alix Furness	Parrington 109A, 616-1618; pcmi@u.washington.edu

## Evans School Curricular Requirements

PCMI students are required to fulfill the core, restricted elective, and plan of study requirements of the Evans School's MPA program. Please see the MPA handbook for guidance on these requirements. Appendix I has example course requirements and schedules for each area of focus.

### DEGREE PROJECT

(8 credits)

PCMI students must complete a degree project (DP) and are encouraged to develop a project that is directly related to their Peace Corps service. There is flexibility as to the focus of the DP; it may be based on the primary project of your Peace Corps assignment or on a secondary project you undertake. The DP should integrate the knowledge and skills gained at the Evans School with the Peace Corps experience. A written report must be produced, though the length and format may vary depending on the type and scope of the work; in general, DPs are 30 to 50 pages in length.

Each student is responsible for finding an Evans School faculty reader who can provide guidance through all stages of the research and evaluate the final report. The DP reader is not necessarily the student's advisor. The PCMI faculty chair cannot be the reader for all PCMI degree projects, but will assist students in linking up with a reader during the course of their service. Once you have completed a year of service, or identified a topic you would like to study, you are encouraged to contact a potential reader or the PCMI faculty chair to begin developing the topic while you are still overseas. You should consult with your reader early and often in order to maintain focus and clarity on the expectations and content of the DP.

PCMIs typically complete their DP through an independent degree project, which involves registering for PBAF 605 with a reader, who must be a member of the Evans school faculty. Prior to registering for the DP credits, students must have a one- to two- page DP description approved by their DP reader. This should include an outline and timeline for completion of the DP.

If you want to finish your degree within one quarter of your return, it is very important that you have made substantial progress on your degree project before your return to the Evans School. Ideally, you will have a draft of your DP completed prior to your return to the Evans School for your final quarter, so you can satisfy this final requirement as you finish your remaining coursework.

Students must complete eight credit hours of DP credit, the equivalent of two standard three-credit courses. DPs must receive a grade of 3.0 or higher. With their DP reader's approval, students can register for their DP credits in any way they would like, as long as they complete eight credits of PBAF 605. So, for example, with your DP readers' approval you could register for all eight credits during the quarter of your return, or you could register for any combination of eight credits over two or even three quarters. Please note, however, that if you register for eight DP credits but do not complete your DP in that quarter, you will still need to register *and pay for* two credits in the quarter in which you will officially graduate. Thus if you return in the fall, complete your coursework and register for eight DP credits but do not finish at the end of fall quarter, you would have to pay for two graduate credits in winter quarter if you finish and graduate then.

PCMI students should check the DP project forms and submission requirements listed on the Evans School website (<http://evans.washington.edu/students/forms-advising/degree-projects>). PCMI must provide one copy of their DP to the Evans School Student Services Office (109D) by the last day of finals week of the quarter in which they graduate. Degree Projects will be submitted electronically, with an email signature from your reader submitted to the Student Services program coordinator.

Below are some options for Degree Project formats:

- **Program or Project Evaluation** – an evaluation of a project developed by the student or an agency or NGO working with the student.
- **Needs Assessment** – assess the needs faced by the clients (or a subset of clients) of an NGO or agency. The student could propose potential ways of serving those clients.
- **Policy Analysis** – analyze a problem faced by your NGO or agency, develop potential policies that might be employed, or develop recommendations for improving, streamlining or restructuring the NGO and/or transitioning the PCMI project to other staff or a new Peace Corps Volunteer.

Sample of DP topics completed by PCMI students in recent years include:

- A strategic plan for a women's development NGO in Mongolia
- A strategy paper, training manual, and mini-cases for classroom use on the issues faced by women in public service in central and eastern Europe.
- A program assessment of a nonprofit agency in South Africa that provides counseling and support services to victims of rape and domestic violence.
- An assessment of a nonprofit NGO support and internet center in Krgyzstan.

Please see MPA Student Handbook for more information about the degree project.

## **SECTION II: PEACE CORPS-SPECIFIC ISSUES**

### **Peace Corps Application Process**

It is expected that you have applied to the Peace Corps and completed your interview with a Peace Corps recruiter before starting classes at the Evans School. You must submit a copy of your Peace Corps nomination letter at the start of the academic year. If you have been awarded a PCMI scholarship, you must provide a copy of the letter in order to receive the first half of the scholarship award; the second half will be disbursed at the start of Spring quarter.

As you wait to be nominated for an assignment (wait to find out where you will be going), you have two primary tasks as the Peace Corps website notes: following up on information requests, and waiting for a response. In general, you want to be sure to follow up on any time-sensitive documents you receive from the Peace Corps. A quick and thorough response is your best strategy for gaining your clearances and invitation in a timely way. Without all requested documentation (medical, legal, or references), your file cannot be processed and you may lose the opportunity to serve in the timeframe and location you prefer. In this regard, you also should keep the Peace Corps updated as to any address or contact information changes (e.g., change in residence if you moved from out of state to attend the program here). Because items can get lost in the mail (or sometimes within the bureaucracy) you should photocopy everything.

It is also helpful to keep records of conversations with Peace Corps staff, including dates and the name of the person with whom you spoke.

Regarding the medical components of the process, it is essential that you read your medical information kit carefully—it has been customized based on information you provided in the Health Status Review. If you're missing any portion of the kit, including forms, request them immediately (call headquarters at 800-424-8580 ext. 1500). Also, you should contact your doctor and dentist as soon as possible to schedule the necessary appointments. Additionally, you should see your optometrist or ophthalmologist if you wear contact lenses or glasses. Lastly, you may receive additional requests for medical information, and it is best to respond to all requests promptly and thoroughly to avoid any complications or confusion later in the process.

It helps to use the timeline (included as Appendix II) to plan for deadlines and to know when to expect certain parts of the process. By the time you begin classes, you should have already had your interview with your Peace Corps recruiter and be nominated by the recruiter for Peace Corps, which would start the clearance process. So, hopefully by the start of classes, you should have received forms for your medical and legal clearance. It can be critical that you begin the medical process early. Though most of your medical clearance should be fairly basic, starting your medical clearance early will help in case something unexpected comes up and you need to see a specialist.

### **Medical Clearance**

Many phases of the placement process for Peace Corps take time and patience, including the medical clearance. Peace Corps notes on its website that medical clearance usually takes four to six weeks from the time they receive your completed examination forms. If you have a special need for medical accommodations, your clearance will take longer. Additionally, if you have not submitted all of your medical paperwork (or followed up on any extra steps they have asked you to take), they cannot “log in” your medical papers, meaning your application doesn't make any progress at all toward being considered for final placement by the Peace Corps placement recruiter at headquarters. If you don't complete this paperwork promptly, you won't get your assignment by June. Though you may be aware of your own stage of completion of the medical paperwork, Peace Corps suggests contacting the Office of Medical Services (OMS), which you can do by

calling the general Peace Corps' number (1.800.424.8580); you can find out if your papers are all there, and if they are logged in.

A PCMI student offered this suggestion for those who wear glasses and must complete medical forms for their vision test: if your gross vision test at the doctor's office shows that your vision w/ corrected lenses is still adequate, you can get your eye doctor to fill out the eyeglasses prescription form from the prescription that they have on file for you without getting a new exam. This is particularly useful if your insurance (such as the student insurance) doesn't cover vision tests. This can save you the cost of a new eye exam, especially since the Peace Corps only reimburses \$12 for this exam.

## **Legal Clearance**

The Peace Corps has established legal standards of eligibility for all applicants. The Peace Corps Placement Office will send you a package with the necessary forms that need to be completed and are customized to your personal situation. You will return them to the Peace Corps' Legal office.

One of the items you have to complete for your legal clearance is sending them your fingerprints. There are a variety of locations where you can do fingerprinting; two locations include the following:

- The University of Washington Police Department fingerprints by appointment only, which you can schedule by calling 206.543.0507. Their appointment hours include: Monday 2:00 pm. – 4:00 p.m., Tuesday, 9:00 a.m. – 11:00 a.m., and Thursday 2:00 p.m. – 4:00 p.m. . The Department is located in the south of campus at 1117 NE Boat Street. The fee for fingerprinting is \$10.00 per card with no limit to the number of cards.
- The Public Request Unit of the Seattle Police Department also fingerprints on regular business days between 8:00 a.m. and 5:00 p.m. The Public Request Unit is located in the lobby of the Seattle Police Department Headquarters Building (Seattle Justice Center). It is located at 610 5<sup>th</sup> Avenue, at the corner of 5<sup>th</sup> Avenue and Cherry Street. You will need to bring a fingerprint card and picture identification with you. Print cards may be acquired from the requestor of the prints. You will be charged \$7.00 per card. This may be paid by cash, check, or money order. If you need more than three sets of cards, please make an appointment in advance.

You will also be issued a passport specifically for your Peace Corps service. They will provide processing forms for this with your invitation/assignment packet.

## **Loan Deferments During Peace Corps Service**

1. As a volunteer, you may defer repayment for Stafford Loans, Perkins Loans, Federal Consolidation Loans, or Direct Loans. Specifically with Perkins loans, 15 percent of your loan can be cancelled upon the completion of each 365 days of service during your first two years of service, and 20 percent can be cancelled upon completion of each of the third and fourth years. Four full years of service would equal a 70 percent cancellation of your existing loan. Complete the (very short) form "Required Off Site Education (ROSE) Approval Form" (Link here: <http://www.grad.washington.edu/forms/index.shtml>)
2. Submit this form to the faculty Graduate Program Coordinator (GPC) in your department for signature.
3. Submit to the Graduate Student Services office in the Graduate School, which (if approved) will be sent to the Registrar's Office. The Registrar's Office will then change the student's status in the

national enrollment reporting system (NSLDS) for the quarters indicated, thus deferring loans that would normally come due for non-enrollment. There will be no additional fee for this service, beyond the normal fee to students to apply for On-Leave status.

## Websites and contacts

- UW Office of Student Financial Aid: <http://www.washington.edu/students/osfa/>
- The Graduate School (UW): <http://www.grad.washington.edu/>
- Required Off Site Education (ROSE) Form: <http://www.grad.washington.edu/forms/roseform.pdf>
- Location of all loan forms: <http://www.grad.washington.edu/forms/forms.htm>
- Graduate Office of Student Services: Graduate Student Services, G-008 Communications Bldg., Box 353770, Seattle, WA 98195-3770 - Contact: Lia Kontraros, Assistant Director, Graduate Education Services, [liakont@u.washington.edu](mailto:liakont@u.washington.edu) Registrar's Office: <http://depts.washington.edu/registra/> - Contact: Robert Rhodes. [rhoderj@u.washington.edu](mailto:rhoderj@u.washington.edu)

The Peace Corps does not grant deferments, cancellations, or grace periods for student loans; you must obtain these directly from your lending institutions. It is also important that whoever you've given power of attorney to or whoever will be handling/managing your affairs stateside (e.g., your parents) knows that you'll be getting a deferral and they should keep an eye out for any loan materials that come for you while you're overseas.

## Tax Filings

You are responsible for filing your own taxes. You will have to file while you are a volunteer; your country Peace Corps office should have federal forms available for you. You (or your proxy in the States) will be responsible for getting your state income tax forms (if your state, e.g., California, has income tax). As a volunteer, you have basically no income, which is documented by the tax forms you file and is good if you're aiming to get financial aid for your last quarter.

## Peace Corps Contacts

### Seattle Peace Corps Office

Main Office: 206.553.5490

[seattle@peacecorps.gov](mailto:seattle@peacecorps.gov)

### Peace Corps Master's International Headquarters (DC)

When it comes time for Peace Corps to match your skill set with an available assignment overseas (ie. once you have been nominated and medically cleared), the PCMI office in Washington, D.C. takes over from your regional recruiter.

**Peace Corps** (toll free – this can be used with all the extensions below): 800.424.8580

**Master's International office staff:** x1812 or 202.692.1812

## SECTION III: ADMINISTRATIVE ISSUES

### Required Evans School Steps to be completed before your departure

At the end of your first year, there are several things you must do in order to be sure that your records here are in good order and you can be properly advised while overseas. Remember that faculty and staff may change while you are gone, so it is essential to leave a clear record behind. During the spring quarter of your first year you must:

1. Complete Course planning form and Plan of Study with your advisor
2. Make a list of your remaining degree requirements
3. Complete a PCMI exit checklist which provides the Evans School with your contact information while overseas (this checklist will be provided by the International Programs Manager).
4. Set up a meeting with the International Programs Manager to review documents and PCMI checklist

### Tuition and Status as a Student while Overseas

You will not have to pay tuition while in your Peace Corps service. However, you will need to do the following:

#### ON-LEAVE STATUS

Students must be accounted for (i.e. either registered or officially on-leave) during every term but Summer Quarter, from the time they are accepted to Evans School until they complete their MPA degree.

Per agreement with the Registrar's Office, students in any of the Peace Corps Master's International degree programs are allowed to petition for a maximum of nine quarters of on-leave status at one time to cover the time of their Peace Corps service. The special application process is as follows:

1. Complete the Petition for On-Leave Status for \*each\* of the years of leave requested. One on-line form may be used for up to four quarters, including Summers, so to request leave for the maximum of nine quarters allowed, three separate Petition forms must be completed. On-leave petition forms are available at <http://www.grad.washington.edu/forms/on-leave-request.pdf>. Bring the completed on-leave petition form to the graduate program coordinator for signature, bring a copy to student services, and then bring it to the Registrar's office.
2. If there are student loans that should be deferred while on leave, the Required Off-Site Education Approval (ROSE) Form must also be completed. This form is available online <http://www.grad.washington.edu/forms/>

Please contact Graduate Student Services at [gsstusrv@u.washington.edu](mailto:gsstusrv@u.washington.edu) or 206.685.2630 for further information.

On-Leave Status entitles students to use the University of Washington's libraries and maintain access to their email accounts, which is very important if you want to remain on Evans School-related listservs and receive other important messages from the program. However, you are NOT entitled to residency credit, student insurance, or any form of financial assistance. More details can be found on the webpage about on-leave status: <http://www.grad.washington.edu/policies/general/leave.shtml>

## QUARTER OF RETURN/GRADUATION

To return from on-leave status, students register for the following quarter. No additional forms need to be submitted.

Please be aware that the Graduate School requires all students are registered for at least two credits for the quarter in which they officially graduate.

## RESIDENCY REQUIREMENTS

To qualify for in-state residency for in-state tuition after Peace Corps, you'll to have meet the requirements for obtaining residency, outlined on the following website:

<http://www.washington.edu/students/reg/residency>

The Residency Office has said that Peace Corps can qualify as civil service, but you would still have to fulfill the residency parameters related to that status. Please call 206.543.5932 for more information.

## COMMUNICATION WITH THE EVANS SCHOOL WHILE OVERSEAS

As part of the On-Leave status mentioned previously, your email address will remain active and you will still be able to access your email while you're gone, provided you have access to email in your country. You will still get evansgrads listserv messages (if you wish) as well as the PCMI listserv messages.

You will be expected to send quarterly updates to the PCMI recruiter and faculty contacts. These updates can be similar to those you are required to send to your associate Peace Corps director in your host country. Typically these updates include one paragraph on the past quarter's (past three months') accomplishments, one paragraph on your project progress, one paragraph on cultural challenges/accomplishments and one paragraph on plans for the next quarter. After one year, you should add a paragraph in each quarterly report (to the PCMI recruiter and faculty) describing your progress on your degree project or thesis.

## HOME OF RECORD

Before you leave for your Peace Corps assignment, you will be asked for your Home of Record. This is considered to be your permanent address for Peace Corps purposes. The address you select is very important because of its implications. Peace Corps will send all final paperwork, including your readjustment allowance to this address. It is also where you must leave or return from or to before and after service. An exception to this is if you choose money in lieu of a return ticket home (if this option is available to you). In addition, if an immediate family member falls ill, this is where the Peace Corps will pay to fly you. It is also where Peace Corps will send your tax information. You should absolutely not use the Evans School address for this purpose. Most volunteers use a family member who they know will probably not move in the next two years.

## DESCRIPTION OF SERVICE

When Peace Corps Volunteers finish their tour of service, they receive a Description of Service Statement signed by the Country Director, which describes the length and nature of their work. You will be required to submit a copy of this document to the Director of Graduate Studies upon your return from the Peace Corps as a condition of graduation.

## WITHDRAWING FROM PEACE CORPS

Some of you may find that you no longer want to join the Peace Corps but wish to continue the MPA program at the Evans School. If you choose to withdraw from the Peace Corps part of the program, you must contact the Peace Corps Placement Office at headquarters to withdraw your application. If you

withdraw earlier in the process (i.e., you haven't completed your clearance forms yet), you should contact the regional office where you originally submitted your application. You also must notify the Evans School Student Services Office of your decision. It is requested that you schedule an "exit interview" with the manager of international programs; your responses will be kept confidential.

## GUIDELINES REGARDING INCOMPLETE PEACE CORPS SERVICE

The goal of the Peace Corps Master's International (PCMI) track is to enable students to acquire and share technical expertise that is valued by people in developing nations throughout the world. As part of the PCMI track, twelve credits are waived in recognition of the student's two years of service as a Peace Corps volunteer. However, various situations may arise that prevent the student from completing her or his service.

Situations that could end a volunteer's service consist primarily of the following scenarios:

### EVACUATION

Political conflict or natural disasters can occur in Peace Corps host countries, necessitating the evacuation of volunteers. Whether a volunteer is reassigned to another host nation often depends on how much time the volunteer has completed in service. If the volunteer has less than three to six months of service to complete, often they are given the option to end their service at that point.

### MEDICAL SEPARATION

Illness in different forms can prevent a volunteer from continuing his or her service, ranging from the relatively minor (the volunteer's condition might not be grave but is one that the Peace Corps medical officer as well as existing medical facilities in the host country, are unable to adequately treat) to the serious (the volunteer must return indefinitely to the U.S. to recuperate from their injuries or illness).

### ADMINISTRATIVE SEPARATION

If a volunteer is not performing to the level expected of them, or has shown negligence and/or extremely poor behavior as a volunteer, the Peace Corps officers in the host country may decide to terminate the volunteer's service.

### EARLY TERMINATION

For many reasons, such as homesickness, an ill parent, dissatisfaction with the Peace Corps experience, some volunteers will choose to terminate their service.

These situations involving incomplete Peace Corps service will be addressed on a case-by-case basis by the Director of Graduate Studies, using a general set of criteria to determine whether or not the student will continue under the PCMI track and requirements, or will transfer over to the MPA program; and how many credits will be given in recognition for the time that the student has served in Peace Corps.

The primary criteria the Evans School will consider are the duration of service, nature and quality of work performed in your Peace Corps assignment, and the reason for termination, i.e., if it is voluntary or involuntary. The Evans School will need to determine if the experience was sufficient in length and quality of service that the student could continue their studies under the PCMI requirements, or, if those were lacking, would need to transfer over to the MPA requirements. The main point of determination in these different scenarios is that the PCMI student has had a level of Peace Corps service that meets the goals of the PCMI track and merits the amount of credits granted for time served.

The following schematic will guide the graduate program coordinator in assessing what course of action is suitable for a student who has not completed their 27 months in the Peace Corps:

#### COMPLETION OF THREE-MONTH TRAINING PROGRAM

- One credit or consider the experience the equivalent of an international internship (one credit could be equivalent to that of a skills workshop at the Evans School)
- Continue studies under MPA track

#### ONE TO SIX MONTHS OF SERVICE

- Three credits
- Continue studies under MPA track

#### SIX TO 12 MONTHS OF SERVICE

- Four to five credits
- Continue studies under MPA track

#### 12-18 MONTHS OF SERVICE

- Six to eight credits
- Continue studies under PCMI track

#### 18-24 MONTHS OF SERVICE

- Nine credits
- Continue studies under PCMI track

## **Section IV: Other Items**

### **Reserve Readings**

The reserve readings from your various classes may prove to be quite useful for your service. Rather than lugging many books and photocopies with you to your assignment (thus consuming precious pounds of your luggage weight limit that you're allowed to take to Peace Corps), a great option is to burn electronic copies of the readings onto a compact disc or flash drive as a lightweight alternative. Besides reducing the amount of materials you need to bring, this also avoids the problem of attempting to download these readings from the UW Electronic Reserve—Internet connections overseas can be notoriously slow and/or expensive.

### **Further Advising**

In addition to your academic advisor, the International Program Manager and PCMI Faculty Coordinator can help you plan courses or handle other student-related issues or questions about Peace Corps service.

While you are overseas, your advisor is a good person to contact regarding your degree project or any other academic issues that arise. You may also contact the PCMI faculty chair with any questions you have.

### **Listservs**

#### **PCMI LISTSERV**

Each cohort is provided a PCMI listserv to be able to communicate with each other before, during, and after their Peace Corps service. It also facilitates communication between students and staff with regard to administrative and programmatic issues specific to PCMI students.

#### **SEAPAX LISTSERV**

The Seattle Area Peace Corps Association (SeaPax), a group of returned Peace Corps volunteers committed to improving international understanding at the local, state, and national level by actively promoting an increased appreciation for the social, political, and economic circumstances of people living in the developing world, has a listserv that anyone can subscribe to free of charge. There are frequently messages pertaining to activities, housing opportunities and establishing contacts with returned Peace Corps volunteers in the Seattle area. It also provides a forum for discussing policy issues relating to the Peace Corps and other international issues of interest. Their website is <http://home.seapax.or>

## APPENDIX I: SAMPLE PEACE CORPS INTERNATIONAL MASTERS (PCMI) MPA PROGRAM COURSE SCHEDULE

Year One			Peace Corps Service & Final Quarter					
Quarter	Course	Credits	<p><b>Peace Corps Service (27 months)</b> – After the first year students will be placed by the Peace Corps, go on-leave from the UW, and prepare to leave for their service placement. Placement is at the discretion of the Peace Corps. Please visit their site for more information:  <a href="http://www.peacecorps.gov/index.cfm?shell=learn.whyvol.edubcn.mastersint">http://www.peacecorps.gov/index.cfm?shell=learn.whyvol.edubcn.mastersint</a></p>					
<b>Autumn</b>	PA 511 Managing Politics & Policy Process	4						
	PA 516 Microeconomics for Policy Analysts and Managers I	4						
	PA 522 Budgeting & Financial Management	4						
<b>Total Autumn Quarter credits</b>		<b>12</b>						
<b>Winter</b>	PA 512 Managing Org. Performance	4						
	PA 527 Quantitative Analysis I	4						
	PA 517 Microeconomics for Policy Analysts and Managers II	4						
	Elective	4						
<b>Total Winter Quarter credits</b>		<b>16</b>						
<b>Spring</b>	PA 513 Policy Analysis	4				<b>Final Quarter</b>	Degree Project	8
	PA 528 Quantitative Analysis II	4					Elective	4
	PA 526 Program Evaluation or 536 Program Evaluation in the Developing World	4	Elective	4				
	Elective	4						
<b>Total Spring Quarter credits</b>		<b>16</b>	<b>Total Final Quarter Credits</b>		<b>16</b>			
<b>Annual credits, year one</b>		<b>44</b>	<b>Total Credits Needed to earn degree</b>		<b>60</b>			
<i>A minimum of 10 credits per quarter is required for full-time enrollment</i>								



<b>PCMI MPA Program Key Info about the Curriculum</b>	
<b>Total credits required for the PCMI MPA degree:</b>	<b>60 credits</b>
<b>Total credits in the core curriculum:</b>	<b>36 credits</b> <ul style="list-style-type: none"> <li>• PBAF 511: Managing Politics &amp; Policy Process</li> <li>• PBAF 512: Managing Organizational Performance</li> <li>• PBAF 516: Microeconomics for Policy Analysts and Managers I</li> <li>• PBAF 517: Microeconomics for Policy Analysts and Managers II</li> <li>• PBAF 522: Public Budgeting &amp; Financial Management</li> <li>• PBAF 526: Program Evaluation</li> <li>• PBAF 527: Quantitative Analysis I</li> <li>• PBAF 528: Quantitative Analysis II</li> <li>• PBAF 513: Public Policy Analysis</li> </ul> <p style="text-align: center;"><i>(PBAF is the UW's registration code for Public Affairs)</i></p>
<b>Electives</b> (some of the course topics change year to year, please check the Evans course schedule on our website for the most up-to-date listings)	<b>16 credits</b> <u>International course offerings at the Evans School have included:</u> <ul style="list-style-type: none"> <li>▪ PBAF 530 International Affairs</li> <li>▪ PBAF 532 Managing Policy in a Global Context</li> <li>▪ PBAF 533 Economics of International Development</li> <li>▪ PBAF 534 Rural Development: Economics and Policy</li> <li>▪ PBAF 535 Seminar in American Foreign Policy</li> <li>▪ PBAF 537 Topics in International Affairs: <ul style="list-style-type: none"> <li>○ African Development</li> <li>○ Gender and Development</li> <li>○ Globalization and Public Policy</li> <li>○ Health and Human Rights</li> <li>○ Information Technology and International Development</li> <li>○ Program Analysis in the Developing World</li> <li>○ Role of NGO's in International Development</li> <li>○ Values in International Development (<i>this course fulfills the restricted electives requirement</i>)</li> </ul> </li> <li>▪ PBAF 586 International Science and Technology Policy</li> <li>▪ PBAF 599 Special Topics: Tools for Global Transformation</li> </ul>
<b>Degree Project credits required:</b>	<b>8 credits</b> Students are encouraged to contact their faculty adviser during the volunteer experience and start considering options for the degree project. In general PCMI student draw heavily on their volunteer experience to inform their degree project.
<b>Peace Corps Service:</b>	27 months. Student is "on-leave" from the university but stays in contact with Evans School staff and faculty.



## APPENDIX II: Timeline for PCMI Students (typical schedule)

Year One	
January	Apply to Peace Corps and the Evans School
February	
March	Receive notification on acceptance to the Evans School
April	Do interview with Peace Corps recruiter Get Peace Corps nomination Begin medical and legal clearance process with Peace Corps Take summer school classes at UW?
May	
June	
July	
August	
September	
October	
November	
December	Begin graduate program at Evans School Continue to complete all clearance forms with Peace Corps
Year Two	
January	Complete and submit clearance forms to Peace Corps
February	Receive word about nomination to Peace Corps country, or resolve any remaining medical or other clearance questions
March	
April	

May	
June	Complete first year of coursework and leave for Peace Corps assignment, or continue coursework at the Evans School and prepare for Peace Corps departure in summer, fall or winter
July	Leave for Peace Corps service and start three month training
August	
September	
October	Complete Peace Corps training and start work in post
November	
December	
Year Three	
January – December	Peace Corps Service
Year Four	
January - August	Peace Corps Service
September	Return to the Evans School for final quarter  Finish coursework and graduate
October	
November	
December	