BOSTON UNIVERSITY METROPOLITAN COLLEGE

FREQUENTLY ASKED QUESTIONS (FAQ’s)

Graduate Degree and Certificate Programs

Hanscom Air Force Base, MA

Academic Year 2018 – 2019

Version 1.0 July 11, 2018
Listed below are some commonly asked questions about the graduate degree and certificate programs offered at Hanscom AFB.

• Which school at Boston University grants the degrees and certificates offered at Hanscom AFB? Does my diploma look different because I earned my degree or certificate at Hanscom AFB?

Metropolitan College is one of the seventeen degree-granting bodies that make up Boston University. The College's special purpose is to serve the Boston metropolitan area, and since 1965 it has been focusing on the needs of working professionals. By providing the highest quality credit in the evenings and weekends, Metropolitan College offers opportunities for education, career advancement, and personal fulfillment to thousands of working adults who might not otherwise have the chance to take courses or earn degrees. Metropolitan College, as a part of Boston University, is accredited by the New England Association of Schools and Colleges, one of six nationally recognized regional accrediting agencies.

Your diploma is the same valid and valuable credential earned by every other Boston University graduate, regardless of the location where the degree was earned. The top of your diploma reads “Boston University” in large type, below that in smaller type is the name of the college (“Metropolitan College”) and the name of your degree (e.g. “M.S. Leadership”).

• How long will it take me to earn my degree?

All degree programs offered at Hanscom AFB (MS Leadership, MS Computer Science, and MS Computer Information Systems) require you to complete ten courses. If you take two courses in each of the three semesters offered per year you can finish the requirements in five semesters, about 20 months. Students, however, may take up to six years to complete their degree requirements. Please be aware, to successfully complete a master’s degree program you must receive no lower than a B- grade in each course and have a minimum overall GPA of 3.0.

• On what Web address and social networking sites may information be found?

http://www.bu.edu/military/hanscom
http://people.bu.edu/gkeegan/schedule.htm
http://www.facebook.com/METBU
http://www.bu.edu/csmet
http://www.bu.edu/adminsc
Twitter.com/METBU
YouTube.com/METCollegeBU

• How much do the courses cost?

Once registered for a course you will be billed for tuition and Student Services fee charges. There is a $60 Student Services fee due each semester. Checks should be made payable to Boston University. No student may withdraw in good standing unless all
current obligations to the University are paid. The Trustees of the University reserve the right to change tuition rates or fees at their discretion. The University maintains a tuition guaranty bond that is registered with the clerks of the Superior Court of Norfolk County, Massachusetts, and is accessible at the Department of Risk Management, Office of Business Affairs, Boston University, 985 Commonwealth Avenue, Boston, MA 02215.

Tuition for the **2018-2019 academic year** (9/1/18–8/31/19) is $2,780 per course ($695 per credit hour). Tuition for future years is subject to change and is determined by the Boston University Board of Trustees. Note that the tuition listed above is a reduced rate for the Military Programs and does not apply to courses taken online or at the main BU campus. The tuition listed above is for classes at military sites, including the Hanscom AFB site. This special military rate applies to active duty military, their dependents, and DoD employees or contractors.

**• Do you have to be in a degree program to enroll in classes?**

No, you may take up to two courses prior to being admitted to a degree program. This provides the student time to collect transcripts, letters of recommendation and other application materials while taking classes.

**• Are your professors the same professors that teach at Boston University?**

Our faculty consists of scholars and professionals. Our scholars are members of the greater Boston University academic community. Many of them have had experience teaching in Metropolitan College’s other military programs. Our professionals are men and women of achievement who have excelled in their chosen fields and who are eager to share their knowledge and experience with students.

**• Do you offer deferred billing?**

Yes. For a fee of $75, and with your initial tuition payment of 25% of your total tuition for the semester, students may be granted deferred payment status by the Student Accounts department.

**• How can I register for a class?**

As the programs at Hanscom AFB are not open to the general public, online registration is not available. Paper registration forms are available on the bookcase outside the BU office at the Hanscom Ed Center. Once registered, you will be billed for the registration fee and tuition charges.

**• How often will my class meet?**

Each weekend class will meet seven times during the semester. One class is scheduled to run from 8:30 a.m. until 4:00 p.m. on seven Saturdays. A second class is scheduled to run from 8:30 a.m. until 4:00 p.m. on seven Sundays.
Evening classes in the MSCS and MSCIS programs meet one evening per week and generally follow the University schedule for the particular semester.

- **How do I apply for admission to the degree or certificate programs?**

You should apply online to any of the degree or certificate programs by visiting the MET admission site, [http://www.bu.edu/met/admissions/apply-now](http://www.bu.edu/met/admissions/apply-now)

If necessary, transcripts and Letters of Recommendation may be delivered to:

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Boston University
Attn: Gerard Keegan
29 Chennault St. – Building #1728
Room 17A
Hanscom AFB, MA 01731-1635
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A completed application should contain:
- A completed application form
- A self-evaluation (short essay discussing your motivation for study)
- A current resume
- Original transcript(s) from all schools attended, especially the degree conferring school, with degree and date
- Three letters of recommendation from professors or employers
- A non-refundable application fee of $85 for a degree program (and $25 for a certificate program) made payable to Boston University

- **Do I need to take the GMAT or GRE?**

At this time, no GMAT or GRE is required for any of the degree or certificate programs offered at Hanscom AFB.

- **May I provide copies of transcripts?**

Transcripts must be originals, and must be submitted by the school. Originals are not stamped “Issued to Student.” The only exception is if the transcript is in an unopened sealed envelope, and the Boston University Program Manager opens it.

Students need to provide transcripts from all schools and colleges they have attended.

- **Who is eligible to participate in the Hanscom degree and certificate program?**

BU graduate degree and certificate programs offered at Hanscom AFB are available to active duty military personnel, their dependents, and Department of Defense employees or contractors. Dependents of Department of Defense employees or contractors are not eligible unless they have their own access to the base.
How can transfer credits be applied to my degree program?

You may apply to have up to two (2) graduate level courses considered for credit transfer into your degree program. This includes one DAU or Air Force course that carries ACE certified graduate credit. You will need to provide an official transcript and course description from the school. For credit transfer, courses:

- Must be related to courses offered in your degree program
- Must not have been used towards another degree program
- Must have schedule and contact hours similar to your BU degree courses

**DAU and USAF courses at the graduate level may include (but are not limited to) the following courses:**

<table>
<thead>
<tr>
<th>Course</th>
<th>ACE Identifier</th>
<th>ACE Recommended Graduate Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CON 234 Contingency Contracting</td>
<td>DD-1408-0033</td>
<td>3</td>
</tr>
<tr>
<td>IRM 303 Advanced Information Systems Acquisition</td>
<td>DD-0326-0005</td>
<td>3</td>
</tr>
<tr>
<td>PMT 352 Program Management Office</td>
<td>DD-1408-0046</td>
<td>3</td>
</tr>
<tr>
<td>PMT 402 or PMT 303 Executive Program Manager's Course</td>
<td>DD-1408-0019</td>
<td>3</td>
</tr>
<tr>
<td>PMT 401 Program Manager's</td>
<td>DD-1408-0044</td>
<td>9</td>
</tr>
<tr>
<td>PQM 301 Advanced Production, Quality, and Manufacturing</td>
<td>DD-1408-0010</td>
<td>3</td>
</tr>
<tr>
<td>SYS 301 Advanced Systems Planning, Research, Development and Engineering</td>
<td>DD-1408-0016</td>
<td>3 semester hours</td>
</tr>
<tr>
<td>PMT 355 Program Management Office Course (Part A) (1 elective course) and PMT 360 Program Management Office Course (Part B) (1 elective course)</td>
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</tbody>
</table>

Air Force courses at the graduate level may include (but are not limited to) the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>ACE Identifier</th>
<th>ACE Recommended Graduate Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AF-2203-0055 Squadron Officers School - Resident</td>
<td>AF-2203-0055</td>
<td>3</td>
</tr>
<tr>
<td>AF-1408-0127 Basic Financial Management</td>
<td>AF-1408-0127</td>
<td>8</td>
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<tr>
<td>Officer</td>
<td>(J30BR65F1005)</td>
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<tr>
<td>AF-1511-0014 Air War College</td>
<td>AF-1511-0014</td>
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<tr>
<td></td>
<td>Course Number: 00042</td>
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