M.A.I.A. (Master of Arts in International Affairs) DEGREE REQUIREMENTS

These requirements take effect at the start of the 2017-18 academic year.

The MAIA degree may be undertaken by attending one of the partner programs in Europe for one year, followed by one year at SAIS Europe (see nr. 1). The MAIA may also be undertaken by spending two years at SAIS Europe (see nr. 2). It is also possible to spend the first year at SAIS Europe and the second year at one of our partner programs. In most cases students will be able to earn the SAIS Europe Diploma for their first year in Bologna.

1) Admission of candidates from a cooperative program (2nd year at SAIS)

Diplomatische Akademie, Vienna, Austria, MAIA or MAIS Program
First-year students enrolled at the DA may apply to the MAIA program by submitting the standard SAIS Europe application by the regular application deadline. Candidates should provide an indication of their research topic in their Statement of Purpose so that they can be matched with a faculty supervisor as early as possible. Students must have completed at least 60 ECTS credits at the DA prior to enrolling at SAIS Europe. Upon successful completion of the requirements, students earn the MAIA from SAIS Europe.

Università di Bologna (UniBO) MAIA and Laurea Magistrale
We offer two-year cooperative degree programs with the University of Bologna campuses in Bologna, Forlì and Rimini. First-year students enrolled at UniBO may apply to the MAIA program by submitting the standard SAIS Europe application by the regular application deadline. Candidates should provide an indication of their research topic in their Statement of Purpose so that they can be matched with a faculty supervisor as early as possible. UniBO students must have completed 56 CFU before enrolling at SAIS Europe.

- Facoltà di Scienze Politiche, Bologna
  Students who begin the program at the University of Bologna and complete their second year at SAIS Europe may earn both the RILM (Laurea Magistrale in Relazioni Internazionali) and the MAIA from SAIS Europe.

- Facoltà di Scienze Politiche, Forlì
  Those who begin at University of Bologna, Forlì and complete their second year at SAIS Europe may earn both the SID (Laurea Magistrale in Scienze Internazionali e Diplomatiche) and the MAIA from SAIS Europe.

- Resource Economics and Sustainable Development of the School of Economics, Management and Statistics, Rimini
  Students who begin the program at the University of Bologna, Rimini and complete their second year at SAIS Europe may earn both a Laurea Magistrale in Economics and Market Policy and an MAIA from SAIS Europe.

- School of Economics, Management and Statistics, Bologna
  Students who begin at the University of Bologna and complete their second year at SAIS Europe may earn both a Laurea Magistrale in Economics and the MAIA from SAIS Europe.

Sciences Po Lille, MAIA and the Master cycle
First-year students enrolled at Sciences Po may apply to the MAIA program by submitting the standard SAIS Europe application by the regular application deadline. In addition, they must provide an indication of their research area so that they can be matched with a faculty supervisor as early as possible. Upon successful completion of their second year at SAIS Europe, students may earn both a Master’s degree from Sciences Po and the MAIA from SAIS Europe.

University of Leiden, Faculty of Humanities, MAIA and Master of Arts in Int’l Relations (Humanities)
Students from Leiden applying to the MAIA at SAIS Europe must meet the entrance and advanced standing requirement for the MAIA program. Such students may receive credit for up to eight courses in the MAIA program. If the maximum number of credits are granted, they will be admitted to the second year of the MAIA degree at SAIS Europe. Upon successful completion of their second year at SAIS Europe, students may earn both a Master of Arts in International Relations (Humanities) from the University of Leiden and the MAIA from SAIS Europe.
Research Proposal
Upon matriculation at SAIS Europe, candidates entering the MAIA program from a partner school should begin immediately to focus on the research topic for their thesis. At the beginning of the academic year, all students are assigned to the MAIA Coordinator for academic advising. The coordinator will work with students and faculty to find a FIRST READER for each thesis. Students must then prepare a research proposal and present it to the FIRST READER by NOVEMBER 15. Once accepted, the proposal will become the principal focus of the student's work in the second semester. Guidelines for the proposal can be found at the end of this document and sample proposals are available from the Registrar. The topic of the thesis must be different from any written by the candidate for any previous degree. The proposal must be approved and endorsed by the first reader whose name should appear on the cover of the proposal together with the title of the thesis and the name of the candidate. The FIRST READER must approve and submit a written evaluation of the proposal to the MAIA Coordinator by December 10. The FIRST READER, together with the Program Coordinator, will be responsible for identifying a suitable second reader by the middle of the second semester.

2) Admission of MAIA candidates for 2 years at SAIS Europe

Application Requirements
M.A. or Diploma students enrolled in their first semester at SAIS Europe may apply to switch programs in order to spend a second year at SAIS Europe in Bologna, as follows:

- **Application:**
  In order to switch in to the MAIA program, students must submit an online degree change request form by the 1st of November of their first year. This serves to notify the administration of their wish to change programs.

- **Research Proposal:**
  Subsequently, candidates must prepare a research proposal. This proposal will become the focus of the student’s work in the second year. Proposal guidelines are attached to the end of this document and samples proposals are available from the Registrar. The topic of the thesis must be different from any written by the candidate for any previous degree. The proposal must be approved and endorsed by at least one member of the faculty who is willing to act as principal advisor and whose name should appear on the cover of the proposal, together with the title of the thesis and the name of the candidate. The MAIA Coordinator will work with students and faculty to find a FIRST READER for each thesis. If the applicant is admitted to the program, this faculty sponsor normally directs the student’s research activities as First Reader during the second year of the MAIA program. The deadline to submit the thesis proposal to the First Reader is December 1 of the first semester. The First Reader must then submit a written evaluation of the proposal to the MAIA Program Coordinator by the end of January. Extensions to these deadlines must be approved by the MAIA Coordinator.

- **English Proficiency:**
  Candidates enrolled at SAIS Europe whose native language is not English must pass the English proficiency written examination prior to admission to the MAIA program.

Admission Procedures
At the beginning of the second semester, a MAIA Program Coordinator will meet with the candidates to discuss their academic standing after the first semester and the student’s motivation and suitability to pursue the MAIA degree. Admission decisions are made by a committee arranged by the MAIA Program Coordinator. These decisions are based on: result of the interview, candidate’s academic performance during the first semester, potential to complete the requirements for the degree, and the prospective supervisor's evaluation of the project. Decisions are normally available by mid-March.
2) GENERAL REQUIREMENTS FOR ALL MAIA STUDENTS:

Course Requirements
The MAIA degree requires successful completion of 14 non-language courses (56 credits) with a grade point average of at least 2.67 (B-).

Assuming cooperative degree students have completed the established number of ECTS credits at the partner program, they will be required to successfully complete at least six non-language courses (24 credits) with a grade point average (GPA) of at least 2.67.

Economics Requirements
All MAIA candidates must successfully complete at least two economics courses during the fall or spring terms with a cumulative GPA of 2.67 (equivalent to a B- grade). Candidates must start with Microeconomics and Macroeconomics (which are taught at the intermediate level at SAIS). Students who only complete the Microeconomics and Macroeconomics components will also need to enroll in a non-credit Fundamentals of Trade and Monetary Theory course to ensure a basic understanding of International Economics.

Those who have taken Intermediate Micro- or Macroeconomics at a prior university may apply to take a waiver exam to demonstrate their competence. Students who pass one waiver exam must substitute the waived course with the corresponding upper-level course (International Trade must be taken if Microeconomics is waived and International Monetary theory if Macroeconomics is waived). If a student has previously taken International Trade or Monetary Theory, s/he may also apply to take the corresponding waiver exams, but in any case s/he must take a minimum of two economics courses in the fall or spring terms (not pre-term) in order to fulfill the MAIA economics requirement.

MAIA students may consider taking Microeconomics or Statistics in Pre-Term in order to fulfill a prerequisite for other economics courses in the fall or spring terms; however, they will still need to take at least two economics courses during the fall or spring terms.

Language Requirement
Native English-speakers are required to pass a proficiency exam in one of the modern foreign languages offered at SAIS Europe prior to graduation from SAIS.

Non-native English speakers must pass the English proficiency exam prior to graduation.

Applicants who are non-native speakers of English will be required to take Intensive English during Pre-term if their performance in the TOEFL or IELTS exams falls within these scores:

- TOEFL
  - Overall TOEFL score between 100 and 104; or
  - Overall TOEFL score between a 105-109 with a sub-score lower than 25 on either the Writing or Speaking sections

- IELTS
  - Overall IELTS score of 7 with a sub-score lower than 7 on either the Writing or Speaking sections

Regardless of the English test scores submitted with a candidate’s application, some non-native English-speaking students may be required to take Intensive English during Pre-term (based on the admissions interview or other evaluations).
Thesis preparation and defence
The central requirement for the MAIA degree is the presentation and defense of a research thesis (approximately twenty thousand words including footnotes and bibliography). The topic of the thesis must be different from any written by the candidate for any previous degree. The thesis should:

- be based on an original and clear central argument;
- show mastery of the secondary literature in the area of research; this implies taking a critical approach to the existing literature;
- be written in such a way that an informed reader who has no specific knowledge of your field will be able to follow the argument without difficulty;
- contain a clear affirmation of the type of methodological approach that the candidate intends to follow and, if necessary, a justification of the methodological choices made;
- possess a logical structure in which each chapter or subdivision of the thesis makes a contribution to the whole;

The First Reader
The first reader exercises regular supervision over the progress of the thesis. In particular, s/he should:

- Help the candidate frame the research question;
- Meet the candidate regularly during the first and second terms;
- Provide timely feedback on questions raised by the candidate;
- Attend the thesis seminar (by the end of week 7 of the candidate’s final semester);
- Provide written feedback after the seminar (copying the program Director);
- Find or recommend an appropriate second reader by the date of the seminar (see below).

The Second Reader
The second reader reads the definitive thesis and acts as a discussant during the defense, where candidates should be prepared to answer challenging questions posed by the second reader. The second reader is not required to provide feedback to the student but may do so if s/he wishes.

The Seminar
To ensure that students are making adequate progress with their thesis preparation, candidates are required to hold an MAIA seminar on their thesis subject by week 7 of their final semester. The seminar should be arranged by the candidate in agreement with the first reader. Once an agreement has been reached on the date and time of the seminar, the candidate must inform the Registrar (sais.eu.registrar@jhu.edu) who will make a room reservation. Typically, the seminar lasts approximately one hour. The seminar normally starts with a presentation (with or without the electronic support) of about 15-20 minutes by the candidate followed by a discussion between the candidate and the first reader. Participants are also welcome to comment or ask questions. The seminar is open to the public.

Thesis Completion Deadline and Thesis Defense
BY APRIL 30 (final semester), THE DEFINITIVE THESIS MUST BE SUBMITTED TO THE FIRST READER. By May 15, the first reader will indicate whether or not the thesis is defendable. If the thesis is deemed defendable, the candidate will arrange a date and time for the defense in agreement with the FIRST AND SECOND READER. The FIRST READER will immediately send a copy of the thesis to the second reader with his/her comments. Where possible, the readers should be present in person at the defense, but it may occasionally be necessary to conduct the defense by skype or VTC. The thesis defense is considered a serious academic exchange, the result of which will affect the candidate’s final grade for the thesis. The defense is open to the public and usually follows a format similar to that of the seminar, or another format agreed between the readers and the candidate.

In order to graduate in May, the defense must take place no later than the end of May. Exceptions can be made to this rule only under extenuating circumstances. For students completing the MAIA in the Fall term, the defense must take place by January 15.
After the defense
Following the defense, the candidate and other participants may be asked to leave the room so that the readers can discuss the thesis and defense privately. The readers may take one of the following three actions:

1. **Accept the thesis** with or without minor revisions; in that case, the readers should award a letter grade using the grading scale of:

   - A  Outstanding
   - A- Excellent
   - B+ Very Good
   - B  Good
   - B- Pass

   The ‘C’ grade is not used for the MAIA thesis and a grade below B- is not considered a passing grade.

2. **Require substantial revisions** in the thesis. In this case, the final grade cannot be indicated (and the degree cannot be granted) until the revisions are approved by the both readers;

3. **Reject the thesis**

The Final Version and Graduation Deadlines
The candidate is responsible for the typing and editing connected with the thesis, as well as for any expenses involved. ONE FINAL CLEAN HARD UNBOUND COPY of the thesis, accompanied by the first reader's critical written evaluation, must be deposited with the Registrar by JUNE 10. This copy will be bound by the school and added to the library collection.

Students are expected to complete all requirements for the degree by the end of the academic year following their admission to the MAIA program. If a candidate has not completed and successfully defended her/his thesis by the end of May of the year following admission to the MAIA program, an extension may be given until the next graduation session (late August). Further extensions may be granted only in extenuating circumstances and if requested by the first reader. In any case, MAIA candidates are required to complete the degree no later than one year after the end of their final semester of enrollment. Students who do not meet this deadline may be dismissed from the program. Candidates defending their thesis after the final semester of enrollment must pay an additional fee of €200 (two hundred euro).

Guidelines on incorporation of course work into MAIA theses
It is common and accepted academic practice for authors to incorporate work done by themselves for other purposes into a subsequent project. For example, articles or parts thereof are frequently incorporated into the text of books. Following are some guidelines for MAIA students in this regard:

1. Incorporating material verbatim from term papers or other written work from regular classes into the final thesis should always be done in consultation with the first reader.

2. The incorporated material should be properly cited in the thesis text.

3. As a rule of thumb, no more than 15-20 percent of the final text of the thesis should be composed of text incorporated directly from prior course-work.
3) **Students who wish to switch from SAIS to a cooperative program (1st year at SAIS)**

**MAIA and MAIS Program, Diplomatiche Akademie, Vienna, Austria**
First-year students at SAIS Europe may apply to spend a second year at the DA. Upon successful completion of their first year at Bologna they may be eligible to receive a SAIS Europe Diploma in International Studies. Upon successful completion of their second year in Vienna, including an interdisciplinary thesis (22 ECTS) and other MAIS requirements (worth at least 38 ECTS credits), they will be awarded the MAIS by the DA.

**MAIA and Laurea Magistrale, Università di Bologna (UniBO)**
We offer four two-year cooperative degree programs with the University of Bologna at campuses in Bologna, Forlì and Rimini. First-year students at SAIS Europe may apply to spend a second year at the University of Bologna in one of the programs listed below.

- **Facoltà di Scienze Politiche, Bologna**
  Students who complete their first year of study at SAIS Europe may be eligible to earn a SAIS Europe Diploma and then pursue the RILM at the University of Bologna.

- **Facoltà di Scienze Politiche, Forlì**
  Students who complete their first year of study at SAIS Europe may be eligible to earn a SAIS Europe Diploma and then pursue the SID at the University of Bologna.

- **Resource Economics and Sustainable Development of the School of Economics, Management and Statistics, Rimini**
  Students who complete their first year of study at SAIS Europe may be eligible to earn a SAIS Europe Diploma and then pursue the Laurea Magistrale in Economics and Market Policy at the University of Bologna, Rimini.

- **School of Economics, Management and Statistics, Bologna**
  Students who complete their first year of study at SAIS Europe and their second year at the University of Bologna may earn both the MAIA degree from SAIS and the Laurea Magistrale in Economics from the University of Bologna.

**MAIA and the Master cycle at Sciences Po Lille**
Students who complete their first year at SAIS Europe may be eligible to earn a SAIS Europe Diploma and then go on to pursue a Master’s at Sciences Po Lille. The Board of Sciences Po will pass a majority resolution on SAIS Europe candidates for admission to the Master’s cycle. Students at SAIS may be awarded up to 60 ECTS credits for courses taken at SAIS Europe. Those awarded 60 ECTS credits may be admitted into the second year of the Master’s cycle at Sciences Po Lille.

**MAIA and Leiden University Faculty of Humanities**
SAIS Europe students who have completed either a Master of Arts in International Affairs degree or the Diploma in International Studies from SAIS Europe are considered to have met the academic entry requirements set by the Master of Arts in International Relations at Leiden, with the exception of the English test score. SAIS students are required to submit proof of English language proficiency unless they can be exempted from this requirement.

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1 The requirements for the Diploma in International Studies include eight non-language courses and a language requirement.