



National Park Service (NPS) Roger Kennedy Fellowship Program  
*Contexts of Environmental Policy* Graduate Certificate  
Frequently Asked Questions

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**1) When will the 2018 application period open?**

*The 2018 application period will open the week of March 26, 2018. The application period will close on June 1, 2018.*

**2) Can a temporary or term position employee apply?**

*No. Employees must be in a competitive service permanent position as of May 26 (Pay Period 12) and have at least three (3) cumulative years of NPS work experience.*

**3) My undergraduate GPA is 2.9. Can I still apply to the certificate program?**

*No. An applicant must have a B (3.00) average or higher to apply for the program.*

**4) Do transcripts need to be sealed?**

*Yes. Transcripts are required from all colleges and universities attended whether or not credit was earned, the program was completed, or the credit appears as transfer credit on another transcript. Please provide sealed official transcripts to NPS Program Coordinator, Lisa Matarazzo ([lisa\\_matarazzo@nps.gov](mailto:lisa_matarazzo@nps.gov)).*

**5) Is the certificate program open to employees with completed graduate degrees?**

*Yes. Employees with graduate degrees can apply for the certificate program. Please provide all transcripts--undergraduate and graduate.*

**6) Does the employee need to be in the Washington, DC area to participate in the program?**

*Employees must be permanently based in the Washington, DC area or must arrange with their management to be in the Washington, DC area for approximately seven to eight months. The second option allows employees who are on a long term detail in the DC area or able to telecommute from the DC area to participate in the program.*

**7) Is it possible to complete some of the certificate program virtually?**

*Yes. Employees not based in the Washington, DC area may try the blended learning approach to the certificate program. This option allows employees to complete one online course from their local area. However, this also requires employees to be in the Washington, DC area for either the spring and summer semesters (mid-January 2019 through early July*

2019) or the summer and fall semesters (mid-May 2019 through early December 2019).

**8) Could an employee complete the entire certificate virtually?**

*No, not at this time. However, the program can be completed by participating in the blended learning approach, with 75% of program (three courses) physically at the Washington, DC George Washington University campus and 25% virtually with one online course.*

**9) Could an employee telework remotely while completing the certificate program?**

*Yes. A program participant could telework remotely in the Washington, DC area while in the program. Teleworking arrangements would need to be made between applicant and supervisor.*

**10) Is there available housing options while attending the courses at George Washington University DC campus?**

*No. All housing and lodging would have to be coordinated by participant and participant's supervisor, and participant's Park/Office.*

**11) Do the certificate program participants continue to work at National Park Service (NPS) while in the program?**

*Yes. Past participants continued to work at NPS while in the certificate program. Changes to participants' work schedule would need to be worked out between employee and supervisor.*