CATEGORIES OF ADMISSIONS

Grade Point Average (GPA), test scores, recommendation letters, previous graduate work and interviews are metrics used to determine the candidate’s fit for a particular graduate program, the overall likelihood of success in Albany State University’s Graduate School, and eligibility for admission. Test scores indicate preferred minimum scores on the GRE or MAT and programs may have different test requirements for admission. Applicants accepted into the Albany State University’s Graduate School will be classified in one of the following categories.

Regular Admission

Applicants may be granted regular admission to a graduate program if they have:

- the minimum cumulative grade-point average on all coursework at the undergraduate level and, if required,
- the minimum standardized test scores (402 on the Miller Analogies Test (MAT) or 146 Verbal and 140 Quantitative on the Graduate Record Examination (GRE)).

GRE verbal and quantitative scores are considered separately and may be weighted.

Only students with regular admission status are eligible for graduate assistantships.

Note: The Educational Specialist degree program requires a minimum 3.0 grade-point average on all coursework at the Master’s level. The Master of Education in School Counseling degree program requires a minimum 2.8 grade-point average on all coursework at the undergraduate level. The Master of Business Administration degree program requires a minimum 3.0 grade-point average in the last 60 hours of undergraduate coursework. The Master of Science in Nursing degree program requires a minimum 3.0 grade-point average on all undergraduate coursework. The Master of Public Administration degree program requires a minimum grade-point average of 3.0 on all undergraduate coursework.

Provisional Admission

Applicants who do not fully meet the requirements for regular admission may be considered for provisional admission. The following criteria must be met in addition to admission requirements mentioned above:

1. An undergraduate degree from a regionally accredited college or university with an undergraduate major in, or prerequisites for, the planned field of study, where applicable.
2. A minimum undergraduate grade-point average of 2.5 on all coursework.
3. A score on the MAT of no less than 374 or a score on the Graduate Record Exam (GRE) of no less than 143 Verbal and 138 Quantitative. If applicable to specific program of study admission requirements.
4. Program specific supporting documents.

A student satisfying coursework in provisional status with no grade of less than “B” may be admitted to regular admission. Otherwise, the student’s enrollment is terminated from Albany State University’s Graduate School. Individuals must achieve regular admission status before they are allowed to graduate. Students may remain in provisional status longer than two academic semesters.

Non-Degree Admission

Individuals wishing to enroll for personal enrichment or job-related requirements but who are not seeking a degree and students who are not eligible for regular admission or provisional admission may be admitted for non-degree admission. No more than nine (9) graduate hours earned in non-degree status may be counted toward a degree program; the courses may not be more than six-years old. Non-degree applicants must submit the following to the Office of Graduate Admissions:

- Application for admission
- Application-processing fee
- Unofficial transcripts from the institution that awarded the highest degree. Official transcripts will be required after an offer of admission.
- TOEFL scores for international students (refer to English Language Proficiency Requirement)
- Statement of purpose. The statement of purpose should be completed in the space provided on the application for admission.

A student admitted under non-degree status may not be eligible for financial aid.

- If a student does not meet the admissions requirements to be admitted into either a provisional or regular graduate student status because of missing preparatory undergraduate coursework, the student will be placed into a non-degree seeking status. The student will remain in this status until outstanding preparatory coursework requirements are met.
  - All preparatory coursework requirements must be completed with grades of a “C” or above or the student will not move out of a non-degree seeking status or be accepted for admission into a graduate program.
  - Individual graduate programs may require grades better than “C” for admissions into these programs, so students must check specific program requirements.
- If the student is seeking financial aid to assist with preparatory coursework costs, the Graduate Admissions Counselor will coordinate with the student and a Financial Aid Counselor to complete the Preparatory Coursework Agreement Form. This agreement identifies all preparatory coursework required for admission into the graduate program and each term that the student will take the outstanding coursework.
  - Students eligible award amount will be determined by the office of financial aid.
  - Financial aid will only be awarded to students in a non-degree seeking status for a maximum of 3 semesters of enrollment, any additional courses beyond this limit will not be covered by the office of financial aid.

Transient Admission

Transient admission may be granted to students in good standing at regionally accredited graduate schools who wish to enroll for one semester at the Albany State University. Applicants requesting this status must submit the following to Graduate Admissions:

- Application for admission
- Application-processing fee
Categories of Admissions

- Certification of graduate standing in a regionally accredited institution.

Albany State University graduate students interested in taking courses at other institutions in transient status must satisfy the admission requirements of that institution. Credits earned in transient status are counted as transfer credits.

Students admitted in these classifications who later wish to enroll in a graduate degree program must apply to a degree program. No more than 9 hours of transfer course credits can be used toward a degree program, if the courses are not more than six years old.

Applications for admission for both non-degree and transient students must list an academic major. Additional information may be required for admission to these classifications by departments; therefore, applicants should contact the appropriate department.