

# Admissions

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## Applicants for Degree and Certificate Programs

Prospective graduate students (including transfers) are encouraged to complete an inquiry form (for on-campus programs (<https://wvugrad.askadmissions.net/emtinterestpage.aspx?ip=grad>) or online programs (<https://wvugrad.askadmissions.net/emtinterestpage.aspx?ip=extendedlearning>)) and are urged to contact the relevant academic department regarding specific admissions requirements and opportunities for pursuing graduate study. For a list of available degree and certificate programs, websites, and contacts, see this list of degree programs. (<http://majors.wvu.edu>) The Office of Graduate Admissions and Recruitment (<https://graduateadmissions.wvu.edu>) provides information and links relevant to the application process with additional information regarding programs of interest to be found on individual programs' websites.

To be considered for admission to a WVU graduate program, prospective students must complete the WVU graduate admissions application ([https://app.applyyourself.com/AYApplicantLogin/fl\\_ApplicantConnectLogin.asp?id=wvugrad](https://app.applyyourself.com/AYApplicantLogin/fl_ApplicantConnectLogin.asp?id=wvugrad)). Some professional programs may also require application through another central service.

Each degree or certificate program has specific admission requirements that should be carefully reviewed prior to submitting an application. While applicants may meet the minimum University requirements, admission to WVU is determined by academic programs. Final admission cannot be granted until all final transcripts have been received and successful completion of the student's bachelor's degree (or master's degree, if required) has been determined by the Office of Graduate Admissions and Recruitment. (<https://graduateadmissions.wvu.edu>)

Applicants who fail to enroll within a year after acceptance must reapply. Students admitted to and enrolled in a degree program who have not been enrolled for two or more years also must reapply for admission. Students classified as non-degree graduate students must apply for admission if they wish to pursue a degree or certificate program. Applicants who wish to pursue more than one degree must apply separately to each degree program. Some programs may not allow simultaneous enrollment in another program; applicants must obtain permission from both programs to simultaneously enroll in two programs.

## Non-Degree Applicants

Students not wishing to pursue an advanced degree may apply for admission as a non-degree graduate student. A student who wishes to take courses as a non-degree graduate student after completing a degree at WVU must submit a new application and pay the nonrefundable application fee.

Admission as a non-degree student does not guarantee admission to any course or program. Some programs may allow non-degree students to enroll in its courses. The section on Degree Program Credit Limitations (<http://catalog.wvu.edu/graduate/advisingcoursesdegrees/#creditlimitstext>) describes limits on the application of credits earned as a non-degree student to degree or certificate programs.

## Currently Enrolled Students: Adding or Changing Programs

A current WVU graduate student who wishes to pursue a different or additional graduate degree or to pursue a certificate must first contact the program to determine the admissions process and procedures. In most cases, the student must formally apply to the other program by completing the WVU graduate admissions application ([https://app.applyyourself.com/AYApplicantLogin/fl\\_ApplicantConnectLogin.asp?id=wvugrad](https://app.applyyourself.com/AYApplicantLogin/fl_ApplicantConnectLogin.asp?id=wvugrad)).

When a student changes from one program to another within the University, the faculty of the new program determines if any credit (up to 12 credits) earned while enrolled in the prior program may be applied to the new program. Some programs may not allow simultaneous enrollment in another program; applicants must obtain permission from both programs to simultaneously enroll in two programs.

## Minimum Admission Standards

The WVU Graduate Council establishes the minimum standards for admission to graduate study detailed in the Classifications (<http://catalog.wvu.edu/graduate/graduateeducationatwestvirginiauniversity/#classificationstext>) section. Beyond this point, however, faculty members in a given graduate program control who is to be admitted to graduate study under their supervision. While a student may be admitted to the University to enroll in advanced coursework as a non-degree graduate student, only program faculty may grant permission for the pursuit of a graduate degree.

## Standardized Tests

Many programs at WVU require specific graduate admission standardized test scores from all applicants. These admission requirements are found in the admissions section of each program description within the Graduate Catalog (<http://catalog.wvu.edu/graduate>) and at [majors.wvu.edu](http://majors.wvu.edu). If standardized test scores are required, the applicant should request the testing agency to send the scores to WVU. In addition, applicants are encouraged to upload a copy of their test scores, if available, as part of their online application in order to facilitate the WVU evaluation process.

## Admission Denial

If an application for admission into a graduate program is denied, the applicant may request the reasons for refusal of admission by writing to the graduate program coordinator (see [majors.wvu.edu](http://majors.wvu.edu)). Note that meeting the minimum requirements for admission into a graduate program does not ensure admission. Many programs restrict the number of admissions by selecting among the qualified applicants. An applicant may appeal to the graduate program coordinator for reconsideration if he or she can document factual errors in processing the application or if the decision was deemed arbitrary, capricious, or discriminatory in nature.

If the matter is not resolved satisfactorily within thirty calendar days of the receipt of the appeal by the graduate program coordinator, the applicant may appeal to the dean of the college or school. The decision of the dean, as the provost's designee, shall be rendered within twenty calendar days of the receipt of the appeal and is final.

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## Regular Graduate Students

Regular graduate students are degree- or certificate-seeking students who meet all the criteria for regular admission to a program of their choice. The student must have earned a baccalaureate degree from a regionally accredited college or university, must have had an undergraduate or graduate grade point average of 2.75 or higher on a 4.0 scale, must have met all the criteria established by the degree or certificate program, and must be under no requirements to make up deficiencies.

## Provisional Graduate Students

Provisional graduate admission may be offered to a student when the student has earned a baccalaureate degree from a regionally accredited college or university, but does not meet the criteria for regular admission. The student may have incomplete credentials, deficiencies to make up, or an undergraduate or graduate scholastic record that shows promise but is below the 2.75 grade point average required for regular admission. The offer of admission from the graduate program must specify the requirements that must be met for the graduate student to be re-classified as a regular graduate student.

## Non-Degree Graduate Students

To be admitted as a non-degree student, a student must present evidence of a baccalaureate degree from a regionally accredited college or university and an undergraduate or graduate 2.5 grade point average. The student must also earn a 2.5 grade point average on the first twelve credit hours of coursework taken at WVU and then maintain this average as long as he or she is enrolled as a non-degree student.

## Reclassification of Graduate Students

A provisional graduate student may be reclassified as a regular graduate student when the student meets the program requirements specified in the offer of admission from the student's program and the WVU minimum grade point average of 2.75 in all coursework taken while a provisional graduate student. A unit must review the student's record and notify the student and the Office of Graduate Admissions and Recruitment of its decision to admit or not admit the student no later than the end of the term in which the student completes 18 credit hours. A provisional graduate student who fails to meet the provisions of admission or who fails to achieve the required grade point average will not be admitted, but may reapply for admission to another program or as a non-degree student. Further registration by a provisional graduate student who has completed 18 or more credit hours will only be permitted when the student is reclassified as a regular graduate student, a provisional graduate student in a different program, or a non-degree graduate student. An exception may be granted by an academic dean.

To be eligible to enter a degree program as a regular graduate student, a non-degree graduate student must have earned a 2.75 or higher grade point average in all coursework taken since admission as a non-degree graduate student.

Regular and provisional students may become non-degree graduate students by choice. A regular graduate student who is dismissed from a program for academic or other reasons will be reclassified as a non-degree graduate student.

## International Student Admission

WVU is authorized under federal law to enroll non-immigrant foreign nationals as students. International students wishing to enroll for graduate work at WVU must comply with the academic requirements for admission (<http://catalog.wvu.edu/graduate/graduateeducationatwestvirginiauniversity/#classificationtext>) and with certain additional academic and nonacademic requirements (<http://graduateadmissions.wvu.edu/information-for/international-students>).

Details regarding application requirements for international graduate students can be found at <http://graduateadmissions.wvu.edu/information-for/international-students>. Applicants are encouraged to contact the academic program of interest for program-specific information about requirements other than the general admissions criteria listed above, and to begin the process of applying for admission well in advance of the desired admission date.

International students seeking or offered financial support as graduate teaching assistants (GTAs) and whose native language is not English are required to pass the WVU SPEAK test ([http://iep.wvu.edu/testing\\_resources/speak](http://iep.wvu.edu/testing_resources/speak)) prior to engaging in any classroom instruction.