

### **3359-60-06.1 Graduate student admissions.**

(A) Student responsibility. A student assumes full responsibility for knowing the regulations and pertinent procedures of the graduate school. Generally, the degree requirements in effect at the time a student is admitted to a program will apply through graduation. However, if existing programs are revised, the student has the option of pursuing the revised program if all requirements in the revised program are met. Information pertaining to individual programs can be obtained from the appropriate academic program.

(B) Admission application process.

(1) Every person who desires to enroll in or audit any graduate credit course must be first admitted to a degree or certificate program or approved by the graduate school as non-degree for up to nine credits. All applicants must satisfy English proficiency requirements.

(2) Domestic applications for admissions to the graduate school should be completed in the admissions portal at least six weeks before registration.

International applications for admission to the graduate school should be completed in the admissions portal at least six months before registration.

(3) An official transcript from every college or university attended must be received through the admissions portal before the application will be processed. This applies to the complete academic record, both undergraduate and graduate. Original transcripts should be sent to the admissions portal directly from domestic institutions attended. Evaluated transcripts should be sent to the admissions portal directly from a NACES-accredited organization from international institutions attended. The applicant is responsible for meeting the listed conditions by the deadlines for application completion.

(4) All records, including academic records from other institutions, become part of a student's official permanent file and cannot be returned for any reason.

(5) An offer of admission may only be made to an applicant who meets all admission requirements. Resources are finite, so the number of students accepted will vary among programs and from term to term. An accepted applicant may begin graduate work in the fall, spring or summer semester, depending upon visa requirements and individual graduate program policies. The offer of admission is void, however, if the applicant does not register for and attend courses within one year from the semester for which admission was granted. An individual whose offer of admission has lapsed must submit a new application to be reconsidered.

(6) The student is admitted only for the purpose of pursuing a graduate certificate, degree, or coursework stated on the application for admission. A new request for admission

must be submitted when the original objective has been attained or when the student wishes to change objectives. Matriculation status terminates when the time limits for registration after admission or degree/certificate completion have been exceeded or other conditions for continued admitted status have not been met.

- (7) No student will be admitted without approval and acceptance by the academic program and graduate school.
  - (8) Non-accredited American school graduates. A student holding a baccalaureate degree from a non-accredited American college or university, if otherwise qualified, is required to complete at least nine semester credits of post baccalaureate work with a minimum grade-point average of 3.00 before being considered for admission to the graduate school. The accreditation status of the school at the time of the student's graduation shall apply. A student should consult with the academic program in the major field to develop a post baccalaureate program.
- (C) Additional admission requirements for international students.
- (1) An international student is required to submit to the international center the declaration and certification of finances, an original statement from the bank showing availability of sufficient funds to cover the cost of the first year of study, and a copy of an unexpired passport. The international center will prepare the certificate of eligibility (I-20A/B or DS-2019) upon receipt of adequate financial support, copy of the passport, and admission to the university.
  - (2) International applicants, United States citizens, and permanent residents whose native language is not English must submit evidence that they have a sufficient level of English language proficiency to undertake graduate studies at the university of Akron. Applicants to graduate programs can demonstrate their English proficiency for admission in one of the following ways:
    - (a) A minimum score of five hundred fifty on the paper-based TOEFL, two hundred thirteen on the computer-based TOEFL, or seventy-nine or higher on the internet-based TOEFL. (The following department requires a higher standard of proficiency: English requires a TOEFL of 580/237/92); or a minimum score of 6.5 on the IELTS, which is managed by the British council. Scores more than two years old will not be accepted;
    - (b) Successful completion of a full course of study at the “English Language Institute” (ELI) at the university of Akron and test out at the advanced level. ELI is an intensive (eighteen hours a week) program in English for academic purposes. The ELI courses are offered every semester according to the university’s academic calendar;
    - (c) Successful completion of twenty-four credit hours of upper-level undergraduate or eighteen credit hours of graduate coursework at an accredited United States

university or college in which English is the primary language of instruction. Successful completion is defined as maintaining a 3.00 cumulative grade point average in full-time, continuous studies. Applicants must submit original transcripts of their coursework; or

- (d) Successful completion of an undergraduate or graduate program at a university outside the United States in which English is the language of administration and instruction. English must be used for all administrative functions and for all areas of instruction (except foreign language courses) including course lectures, materials, discussions, readings, and writing assignments. Applicants must submit an original official document from the undergraduate or graduate institution certifying that all the administrative functions and instruction are conducted in English. The document must be signed by an officer of the institution and carry an official seal.

The dean of the graduate school at the university of Akron will review the submitted documentation and inform the applicant if English language proficiency requirement has been satisfied. The decision will be final.

(D) Admission classifications.

Applicants for graduate admission will be classified in one of the following categories. Any change in admission status must be made by the graduate school.

- (1) "Full admission" may be given to any applicant who desires to pursue a graduate degree and has a baccalaureate degree from an accredited college or university with an overall grade-point average of 2.50 or better, or 3.00 for the last two years (sixty-four semester credits or equivalent), or holds an advanced degree from an accredited college or university in or appropriate to the intended field; or holds a baccalaureate or master's degree from a foreign college or university that satisfies US equivalency of degree and grades, plus satisfactory evidence of competence in English.
- (2) "Special workshop" status is for a person permitted to take workshops for graduate credit without being admitted to graduate school. Such permission is granted by the workshop director upon receipt of a signed statement of possession of a baccalaureate degree by the applicant, and terminates upon completion of this workshop. A student admitted to special workshop status must apply through regular channels for any other category.
- (3) "Transient" status may be given to a person who is a regularly enrolled graduate student in good standing in a degree program at another accredited university and has written permission to enroll at the university of Akron. Such permission is valid only for the courses and semester specified, with a maximum of ten semester credits allowable, and is subject to the approval of the instructor, department head and graduate school. A transient student is subject to the same rules and regulations as a

regularly enrolled student of the university.

- (4) Undergraduate students.
- (a) "Undergraduate" status is for undergraduate students at the university who may be granted permission to take one or more graduate-level courses if all the following conditions are met:
    - (i) Senior standing.
    - (ii) Overall grade-point average of 2.50 or better through preceding term (if a student does not have a 3.00 or better in the major field, special justification will be required).
    - (iii) Written approval is given by the instructor of the course, the student's adviser, and the graduate school.
  - (b) These courses may later be applied to a degree program if not used to satisfy baccalaureate degree requirements. The maximum number of graduate credits that may be taken by an undergraduate and applied later toward a graduate degree is twelve.
- (5) Accelerated degree pathway (double counting in combined bachelor's/master's degrees).
- (a) "Accelerated Degree Pathway" status is for exceptionally well-prepared undergraduate students. With the permission of their academic program and the graduate school, students may take up to nine hours of graduate coursework that are eligible to count towards the completion of both a bachelor's and a master's degree.
  - (b) Students must have a minimum cumulative grade-point average of a 3.30 at the time of application to the accelerated degree pathway in their junior year. All double-counted coursework is completed in the senior year with the student remaining in good academic standing.
  - (c) During their senior year, students must apply to and gain full admission to the graduate school by meeting all admission requirements. No more than six hours of 'C' grades may be used toward the graduate degree.

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M. Celeste Cook  
Secretary  
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