

Admission Policy and Procedure
Graduate Programs
The School of Technology
Effective Spring 2007

The following describes the policy and procedure for admission to the graduate programs in Technology:

- a. Admission to the Graduate School: To be eligible for degree or certificate programs in Technology, applicants must meet all of the requirements for admission to the Graduate School.
- b. Applicants must demonstrate significant relevant educational background and/or work experience in Technology Management, Training and Development, Career and Technical Education, and Computer Technology.
- c. Minimum Undergraduate GPA Requirements:
 - i. **Meeting the minimum GPA requirements only will not suffice for admission.**
 - ii. Applicants must have a minimum of 2.75 undergraduate GPA, to receive full admission to the graduate degree and/or certificate programs.
 - iii. Applicants with GPA between 2.50 and 2.75 may receive provisional admission if the applicants have met the above conditions under (a) and (b), with recommendation from the admission subcommittee.
 - iv. Applicants with GPA less than 2.50 will not be admitted to the degree or certificate programs. Applicants may appeal to the Graduate Committee that may grant provisional admission to candidates who have GPA less than 2.50 but have demonstrated potential for success in the graduate programs and have met other conditions specified above (a) and (b).
- d. Recommendation Form:

Two standard recommendation forms from individuals who can attest to the applicant's potential graduate level academic performance are required.
- e. Applicant Essay including Statement of Goals:

Applicants are required to submit an application essay, which should include their academic background, related work experience, personal and professional goals, and reasons to pursue graduate studies in Technology.
- f. The following materials are required to complete the application for admission:
 - Academic transcripts from all institutions (with English translations),
 - Proof of bachelor's degree from an accredited institution,
 - Two (2) standard recommendation forms,
 - Application essay, and

- An interview with the Graduate Coordinator is required for all applicants. International applicants should communicate with the Graduate Coordinator regarding acceptable alternatives to the interview.
- g. Application Deadline:
- The deadline for submitting applications for **international students** is:
- Fall – March 1st
 - Spring – September 1st
- The deadline for submitting applications for **domestic students** is:
- Fall – April 1st
 - Spring – October 1st
 - Summer – March 1st
- h. Review for Admission:
- All applicants will be reviewed by an admission subcommittee.
 - The admission subcommittee will consist of the graduate coordinator and two faculty in the areas of Technology Management, Training and Development, Career and Technical Education, and Computer Technology, based upon the applicant's background.
 - The admission subcommittee may recommend math and/or writing course requirements to be completed during the first semester.
 - The admission subcommittee may recommend additional course work for completion of the graduate degree (undergraduate deficiency).

Approved: The School of Technology Graduate Committee, Sept. 7, 2006

Reference:

Graduate School Catalog:

Admission to Graduate Degree and Certificate Programs

Admission to the Graduate School: Admission to the Graduate School is the first stage of admission for students seeking candidacy for master's or specialist's degrees or graduate certificate admission offered through an academic program. To be eligible for admission to the Graduate School and for degree candidacy or certificate admission, applicants must have obtained a baccalaureate degree from an accredited institution approved by Eastern Illinois University and achieved a minimum undergraduate cumulative grade point average (GPA) of 2.75 on a 4.0 scale or a 2.75 GPA on the last 60

hours of graded academic course work. Admission to the Graduate School does not guarantee degree candidacy in an academic program. For post-graduate candidates, the Graduate School criteria include completion of a graduate degree from an accredited institution approved by Eastern Illinois University and a minimum graduate GPA of 3.0 on a 4.0 scale.

Admission to a Degree or Certificate Program: Admission as a degree or certificate candidate is the second stage of graduate admission. Candidacy is granted only by an academic program. Academic programs may establish requirements for degree or certificate candidacy in addition to those established by the Graduate School. Additional requirements may include, but are not limited to, a higher cumulative GPA, a GPA for courses in the undergraduate major, or a valid standardized test score for the Graduate Record Examination, Miller's Analogies Test, or Graduate Management Admission Test. Program requirements for candidacy are outlined in the "Requirements for All Degree and Certificate Candidates" section of the Graduate Catalog. Applicants must meet the program requirements in order to achieve degree candidacy. The Graduate School requests a candidacy decision from the academic program. If the program approves candidacy, the Graduate School admits the student as a degree candidate in the designated program. If the academic program restricts that applicant to certain provisions, then the Graduate School admits the student as a provisional candidate in the designated program. Applicants who are denied degree candidacy or provisional candidacy are automatically re-classified as post-baccalaureate non-degree graduate students.

Master of Science in Technology

Admission Requirements: To be eligible for degree candidacy, applicants must meet all of the requirements for admission to the Graduate School (see "[Admission to Degree and Certificate Programs](#)"). In addition to the published university graduate degree status requirements, the School of Technology requires that applicants demonstrate significant relevant educational background and/or work experience or training when determining admission classification (degree, non-degree, or provisional). Provisionally admitted students may be required to complete course work in technology or a related field to meet admission requirements established by the School of Technology's Graduate Committee.
