

GRADUATE ADMISSIONS

Graduate Admissions and Matriculation

All degree, certificate, or non-degree-seeking students must submit a nonrefundable application fee to the University before the application is processed. Visit UNC Greensboro's Graduate Admissions (<https://admissions.uncg.edu/admissions/graduate-admissions/graduate-requirements/>) for any additional requirements. Note that some programs may specify additional material (e.g. portfolio, auditions, test scores).

Overview

Admission into a UNCG graduate degree or certificate program is a process shared by the Graduate School and the graduate program. To be considered for graduate admission, applicants must meet the requirements of the Graduate School and of the graduate program.

Faculty in the graduate programs recommend students for admission to the Graduate School after they have assessed each prospective graduate student's potential. Programs have significant discretion in determining admission standards and class size based on factors such as availability of academic mentors, financial support, laboratory space, and student distribution within interest areas.

Neither an academic record exceeding minimum requirements, nor satisfactory scores on standardized tests, nor professional expertise alone will assure an applicant's admission in this competitive environment. Rather, the overall record must indicate the strong likelihood that a prospective student will complete graduate study successfully.

Each application to the Graduate School will result in one admission decision. Offers of admission are not official until approved by the Dean of the Graduate School. Official admission decisions are communicated to applicants by email from the Dean of the Graduate School. Prospective students can view the status of the admission application online at the application portal. Click "Manage Your Account" and then "View All Forms."

UNCG has staff who are charged with international recruitment. Additionally, UNCG uses independent contractors in the recruitment of international students. Agreements between Independent Recruiting Agencies and UNC Greensboro include a statement under the Contractor Responsibilities section that the Contractor shall "Recruit students with requisite academic qualifications who meet or exceed the university's admission requirements." UNCG provides those requirements in written materials, such as the UNCG Catalog, and in training sessions conducted by the Global Engagement Office. The Graduate School Office of Admission has no direct contact with independent recruiting agencies. Students recruited by any means are shown no favoritism in the admissions process. This information is withheld from programs as they evaluate applicants. The only reason this information is collected is to analyze the efficacy of recruitment efforts.

Successful applicants are offered admission for a specific program in a specific term.

Minimum Requirements for All Applicants

- Applicants must submit a completed online application.
- \$65 nonrefundable application processing fee.

- Applicants whose native language is not English must demonstrate English proficiency (See English Language Proficiency).
- Per UNC Policy 700.5.1[R], the UNC system requires all applicants to answer questions regarding community standards/campus safety questions. Applicants may be required to submit to a criminal background check, based on their answers to the community standards/campus safety questions.
- At least one official transcript indicating the completion of a bachelor's degree and/or a graduate degree (if required by the program) from a U.S. college or university accredited by a regional accrediting association or a National Association of Credential Evaluation Services (NACES®)-approved credential evaluation indicating the completion of a bachelor's and/or a graduate degree (if required by the program) that is equivalent to a U.S. degree for degrees earned outside the U.S.

If degree is in progress:

- For U.S. degree, one official transcript from the college or university where the bachelor's degree or graduate degree (if required by the program) is in progress.
- For international degree, a course-by-course evaluation from a NACES® service, showing proof of in-progress status of U.S. equivalency of a bachelor's or graduate degree (only if required by the program), credit hours, expected degree, and current GPA. Programs may substitute proof of earned U.S. equivalency graduate degree in lieu of U.S. equivalency bachelor's degree.

If degree(s) have been awarded:

- For U.S. degree(s), one official transcript from all colleges and universities where a bachelor's degree or graduate degree (if required by the program) was earned
- For international degree(s), a course-by-course evaluation from a NACES® service, showing proof of earned U.S. equivalency bachelor's degree or graduate degree (only if required by the program), credit hours, and GPA. Programs may substitute proof of earned U.S. equivalency graduate degree in lieu of U.S. equivalency bachelor's degree.
- Exception - A credential evaluation is not required for the international undergraduate degree program if the applicant earned or is in the process of earning an advanced degree from an accredited U.S. institution. The final official transcript showing the awarded international degree is still required.

The Graduate School reserves the right to verify the accuracy and authenticity of the educational documents submitted.

Disposition of Application Materials

Credentials or supporting materials submitted for admission to the Graduate School become the property of the University and are not returned. No copies will be provided to third parties outside the University except when compelled by legal authority. Copies will, however, be provided to appropriate offices at the University in the interest of academic matters or financial awards relative to the applicant. Applications and supporting documents are retained according to the retention policies of the state of North Carolina.

Admission Decision

Admission into a UNCG graduate degree or certificate program is a process shared by the Graduate School and the graduate program. To be considered for graduate admission, applicants must meet the requirements of the Graduate School and of the graduate program.

Faculty in the graduate programs recommend students for admission to the Graduate School after they have assessed each prospective graduate student's potential. Programs have significant discretion in determining admission standards and class size based on factors such as availability of academic mentors, financial support, laboratory space, and student distribution within interest areas.

Neither an academic record exceeding minimum requirements, nor satisfactory scores on standardized tests, nor professional expertise alone will assure an applicant's admission in this competitive environment. Rather, the overall record must indicate the strong likelihood that a prospective student will complete graduate study successfully.

Each application to the Graduate School will result in one admission decision. Offers of admission are not official until approved by the Dean of the Graduate School. Official admission decisions are communicated to applicants by email from the Dean of the Graduate School. These decisions are final and not subject to appeal. Prospective students can view the status of the admission application online at the application portal. Click "Manage Your Account" and then "View All Forms." If the admitted applicant does not give their intent to enroll by the specified deadline and register for the term specified in the admission letter, the offer of admission will be canceled. Applicants will need to submit a new application, which is subject to all application deadlines and application fees.

Enrollment Requirements

Students' continued enrollment at UNC Greensboro is contingent upon completion of the following items.

- If a degree was in progress at the time of submitting the application:
 - One, final official transcript from all colleges and universities where a bachelor's degree and a graduate degree (if required by the program) was earned in the U.S. This transcript must be issued by the registrar's office showing the degree awarded, earned credit hours, GPA, and no courses in progress. If not received before the first week of classes, courses will be dropped and a registration hold will be placed.
 - For international degree(s), an official course-by-course evaluation from a NACES® service, showing proof of earned U.S. equivalency bachelor's degree and a graduate degree (only if required by the program), credit hours, and GPA. Programs may substitute proof of earned U.S. equivalency graduate degree in lieu of U.S. Programs may substitute proof of earned U.S. equivalency graduate degree in lieu of U.S. equivalency bachelor's degree. This evaluation must include degree awarded (verified) equivalency with no courses in progress. If not received before the first week of classes, courses will be dropped and a registration hold will be placed.
- If degree(s) had been awarded at time of application:
 - One final official transcript from all colleges and universities where a bachelor's degree and a graduate degree (if required by the program) were earned in the U.S. This transcript must be issued by the registrar's office showing the degree awarded, earned credit hours, GPA, and no courses in progress and must be received before being allowed to register for the second semester.

- For international degree(s), an official course-by-course evaluation from a NACES® service, showing proof of earned U.S. equivalency bachelor's degree and a graduate degree (only if required by the program), credit hours, and GPA. Programs may substitute proof of earned U.S. equivalency graduate degree in lieu of U.S. equivalency bachelor's degree. This evaluation must include degree awarded (verified) equivalency with no courses in progress and must be received before being allowed to register for the second semester.

English Proficiency

UNCG accepts the following methods of demonstrating English proficiency:

- Test Scores
 - IBT TOEFL 79, TOEFL iBT Special Home Edition 79, and TOEFL Essentials Score 9. Use Code 5913.
 - IELTS 6.5 Band Score (select University of North Carolina Greensboro Graduate Admissions)
 - Duolingo English Test DET 110 (<https://englishtest.duolingo.com/applicants/>)
 - ELS 112
 - Kaplan English Advanced Level
 - PTE Academic 67

**ELPs must not be more than 2 years old from the date of application submission.

- English Language Proficiency may also be demonstrated by successful completion of INTERLINK Level 6 (<https://interlink.edu/uncg/>).
- An applicant whose native language is not English is considered English Proficient under the following circumstances:
 - The applicant is from a country where English is recognized as the primary, official language.
 - The applicant is or will be a graduate of a degree or certificate program from a U.S. regionally accredited university.
 - The applicant is or will be a graduate of a non-U.S. college/university where English is the primary language of instruction.

I-20 and DS 2019 Issuance

For I-20 and DS 2019 issuance, as required by USCIS, international applicants must show evidence of sufficient funds, for a minimum of one year, to support one's education and living expenses while at UNCG. Financial forms may be downloaded from within the graduate application or on the Global Engagement Office webpage at <https://global.uncg.edu/international-students/visa-information/>.

Transcripts

Departments/programs may require additional transcripts.

Pursuing Multiple Degree Programs

Students are prohibited from pursuing multiple degree programs at the same time.

Non-credential-seeking (Visiting) Students

Non-degree students who wish to take graduate-level courses (courses numbered 500 – 749*) must have earned a baccalaureate degree from an accredited college or university and must apply through the Graduate School. The Graduate School does not admit an individual as a non-degree student (as if they were in a program). Instead, approved non-

degree students will receive notice from the Graduate School that they may register for classes. Visiting students are restricted from registering for any course that is not on a program's list of approved courses.

Non-degree students who wish to take undergraduate-level courses (courses numbered 100-499) must apply through undergraduate admissions, even if they have previously earned an undergraduate degree.

Non-degree seeking students must submit a new application for each semester in which they wish to enroll. A non-refundable fee is charged each time a non-degree seeking application is submitted. An undergraduate transcript(s) from the degree-granting institution is required with the initial application. The transcript is kept on file for any subsequent applications and will only need to be submitted once.

Non-degree students who are permitted to enroll for graduate courses may take courses numbered 500 –749 that have not been restricted by the departments. With the instructor's approval, non-degree seeking students may submit a written petition to the Graduate Program Director or the Department Head to enroll in a restricted course; however, independent study is reserved for only degree seeking students.

To pursue a degree at any time, a non-degree student must formally apply for admission to the Graduate School. If the student meets all Graduate School and program standards and is granted admission, a maximum of nine (9) credits earned while in non-degree status may be applied to an academic degree program; three (3) credits may be applied towards a certificate program. Credit earned must fall within the timeline for completing the degree or certificate.

Non-degree seeking students are not eligible for financial aid.

* *Visiting students are not permitted to enroll in courses numbered 750 or higher.*

Public School Personnel

Public school teachers and administrators who wish to take courses solely for licensure renewal credit may do so as non-degree seeking students. Students who meet all requirements for admission as a graduate degree student will also receive the licensure renewal credit.

If credit is to be applied to a graduate degree, the student must submit an application to the Graduate School before the completion of the course.

Readmission and Catalog Policy

The *University Catalog* is the publication that documents all academic policies, regulations, and program requirements for a given academic year for all students and programs.

A student's catalog year identifies the set of curriculum requirements and regulations for program completion. The catalog year is established for the individual student upon declaration or change of the program.

A student may change a catalog year without a change of program or minor only to a more recent catalog. The student may request this change formally through their department.

Any student who has been inactivated must reapply for admission to the University. If admitted, the student will be assigned to the catalog requirements for the program in effect for the re-admit term.

Readmission after Academic Dismissal

A student who is dismissed for academic reasons will be eligible to submit a new application after two semesters or the equivalent and may be admitted only upon the recommendation of the major department head or Graduate Program Director and with the approval of the Dean of the Graduate School. While on academic dismissal, students are not eligible to take courses as a non-degree seeking student.

Students whose cumulative GPA is below 3.0 and are seeking readmission after dismissal may be eligible for an Academic Recovery option. Please see Academic Recovery Policies below.

Accelerated Master's Programs

An Accelerated Master's Program (AMP) allows a student to begin accumulating credits towards completion of a UNCG master's degree while still enrolled as an undergraduate. Upon successful completion of the baccalaureate degree and AMP requirements, applicants are recommended for direct admission by the corresponding graduate program. These graduate-level courses will count towards both the baccalaureate degree and the graduate degree; the grades will be recorded on both transcripts.

Graduate Program Directors may nominate undergraduate students to the AMP after the completion of 60 credit hours with at least 30 of these credits at UNCG. Minimal criteria for admission to any AMP will include a UNCG cumulative undergraduate GPA of at least 3.5.

The student must be approved for the AMP through the Graduate School. To ensure a timely decision and access to course enrollment, students must be approved to participate in an Accelerated Master's Program and submitted to the Graduate School by July 1 for Fall AMP course enrollment, November 15 for Spring enrollment, and April 1 for Summer enrollment.

International students who are nominated admitted into an Accelerated Master's Program should work with the Graduate School and the Global Engagement Office to apply for a visa extension.

All AMP students are considered to be undergraduate students until the conferral of the baccalaureate degree, which requires an application to graduate from the baccalaureate program. No more than 12 graduate-level credit hours taken as an undergraduate may be applied toward both the undergraduate degree and the graduate degree. To be able to apply these credits towards the graduate degree, students must achieve grades of B or higher in the courses.

Dual Bachelor's-Master's Registration

UNCG undergraduate students may register for graduate-level courses with the permission of their major advisor and the course instructor. These courses may be applied to the undergraduate degree as appropriate, with permission of the student's undergraduate major advisor or Director of Undergraduate Study. Undergraduate students who complete graduate-level courses and are later admitted to a UNCG graduate degree program may petition the program to allow up to 12 credits of graduate-level course work to count towards their graduate degree, or up to 3 credits of graduate-level course work to count towards their certificate program, subject to the following conditions:

- All course work credited to a graduate degree is subject to time limits.
- Only graduate-level courses in which the undergraduate earns a grade of B or better may be credited towards the graduate degree.

- For their petition to be granted, students must have exceptionally strong records, which may be demonstrated by a cumulative undergraduate GPA of at least 3.5 or through other means identified and documented by the program faculty at the time of admission to the graduate program.
- Programs have complete discretion on whether to grant this credit; neither a strong GPA, nor strong grades in graduate-level courses taken as an undergraduate are sufficient to guarantee graduate-level credit.
- Taking graduate-level courses as an undergraduate does not guarantee admission to any future graduate program.
- Students retain their undergraduate status until the completion of the undergraduate degree, regardless of the level of course work they take.

Faculty as Students

Faculty at UNCG may not pursue a graduate degree or certificate in their home department or degree-offering unit. For exceptions, the unit dean may petition the Dean of the Graduate School.