



# UNIVERSITY OF NORTH FLORIDA

Policy Number	Subject	Effective Date	Revised Date
	Graduate Admission Criteria	April 9, 2009	n/a
Responsible Unit/Division: Academic Affairs/Graduate School			
X New Policy Proposal	Major Revision of Existing Policy	Minor/Technical Revision of Existing Policy	Reaffirmation of Existing Policy

## I. OBJECTIVE & PURPOSE

This policy describes the criteria for admission to the University of North Florida's graduate programs.

## II. AUTHORITY

In 2007-08, the Florida Board of Governors devolved authority for setting graduate admissions criteria to University Boards of Trustees. This policy supersedes the former 6C9-3.006 state rule that previously governed graduate admission criteria for all of the Florida state universities.

## III. STATEMENT OF POLICY

- (1) The following are the minimum University of North Florida requirements for admission to graduate programs.
  - a. An appropriate baccalaureate degree from an approved college or university. An approved college is one that has been accorded either Candidate or Membership status by an appropriate regional accrediting agency recognized by the Florida Board of Governors;
  - b. At least one of the following:
    - i. A grade point average of 3.00 (B) or higher in all work attempted as an upper-division student, normally the 60 semester hours taken

- during the last two years of baccalaureate study. Regardless of GPA, applicants must present a valid graduate test score;
- ii. A composite score of 1,000 or more on the verbal and quantitative sections of the aptitude section of the Graduate Record Examination (GRE), a score of 500 on the Graduate Management Admissions Test (GMAT) for applicants to graduate programs in the College of Business Administration, or a score of 410 on the Miller Analogies Test (MAT) for those programs that accept the MAT;
  - iii. Or an approved combination of grade point average and graduate test score for those programs that calculate the two together;
  - iv. A graduate degree from an accredited institution. Individual graduate programs may require the submission of GRE/GMAT/MAT test scores and/or undergraduate coursework transcripts.
- c. Applicants who are otherwise qualified but who hold baccalaureate degrees from non-approved, international institutions may gain admission through a degree validation process.
- (2) The University may grant a limited number of exceptions to those applicants who do not meet the basic admission requirements. All applicants requesting an exception must submit GRE, GMAT, or MAT scores, as appropriate, prior to making the request. Students granted an exception will be placed in a provisional program for the graduate degree program which they wish to enter. Continuation as a graduate student will depend upon successful completion of the provisional program and any subsequent work.
- (3) The following are required of all applicants:
- a. Application for admission;
  - b. Non-refundable application fee in the amount set forth by the university;
  - c. Transcripts from each college attended, whether or not credits were earned;
  - d. Scores from the GRE, MAT, or GMAT, as required by the individual college or division.
- (4) Admission to graduate study is granted on an individual basis with a review of the entire academic record of the applicant, including quality of past performance, GRE, GMAT, or MAT scores, appropriateness of work taken, and suitable professional experience. To ensure that all pertinent application materials are received in time, applications for admission must be received by the published deadlines of the university and of the program to which the application is being made.