

## **Graduate Studies Committee Report to SENATE May, 2015**

### Policies passed during the SPRING 2015 Academic Year

#### **Graduate Studies Policy Changes**

There were two Graduate Studies policies approved in spring semester.

- Change to hiring procedures for Graduate Assistants (GA's) from One Semester to Full year.  
To avoid a continuous cumbersome hiring process for departments, the graduate office, and the IT department, the GSC approved a policy to enable GA's to work in their position for a full academic year. This will avoid GA emails and banner access being turned off in Banner at the end of fall semester. Departments will always have the power to terminate the GA if the arrangement does not work out.
- Changes to Process for changing student status from Conditional to Full admit:  
In an attempt to streamline the Graduate Office process related to examining and updating student files, the Dean will now notify students that they are fully admitted when it is determined that the conditions have been met; and this will be copied to the department. Advisors will no longer be required to submit the change from conditional to full admission status for their graduate students. This will now be the purview of the Graduate Studies office.

**Department Policy Changes:** Policy changes for **Admission** to the following programs are recommended for Departments of **Biomolecular Science**, **Psychological Science**, and the **MBA Program**,

#### Modification of the admissions procedures for graduate programs of the **Department of Biomolecular Sciences (BMS)**

Delete Item #4, two or three recommendation letters, from the list of required admission materials.  
Proposed modification indicated by strikeout in current admission materials list  
(<http://web.ccsu.edu/gradStudies/biomolecularsciences.asp>)

#### Additional Materials Required:

Application to the Master of Arts program in Biomolecular Sciences or to the Post-baccalaureate Certificate Program in Cell and Molecular Biology (OCP 501) is made in four parts. You must have furnished each of the following before your application can be evaluated:

1. Application for Admission to Graduate Study
2. Official transcripts from all institutions in which undergraduate or graduate courses have been taken.
3. Narrative Statement of 500 words or less which deals with the following questions:
  - a) What are your long-range professional goals?
  - b) How did your interest in this field develop?
  - c) How will this program help you to achieve those goals?
4. Graduate Record Examination (GRE) scores for the aptitude and advanced biology tests are optional, but, if available, these should also be submitted to the Graduate Office.

While the Application for Admission to Graduate Study and the official transcripts must be filed with the Graduate Admissions Office (Room 102, Henry Barnard), the Narrative Statement and letters of recommendation should be sent directly to the Chair of the Department of Biomolecular Sciences (204 Nicolaus Copernicus Hall).

Modification of the admissions procedures for graduate program of the **Department of M.A. Psychological Science**

The new admission language now more specifically clarifies the required and preferred requirements including 3 letters of reference, and a personal statement (required); and, under the preferred category: a BA/BS degree in Psychology, grade of B or higher in statistics and research methods courses; grade point average of 2.75 or higher with 3.00 in psychology courses; and 2 or 3 of the letters of reference from academic sources.

**Modifications to MBA Admission Requirements**

Applicants must hold a bachelor's degree from a regionally accredited institution of higher education with an undergraduate GPA of 2.70 or higher and a minimum GPA of 3.00 or higher in any post-baccalaureate coursework. Applicants with a GPA of 2.69 or lower will not be considered. International Applicants must also meet University standards for international admission. Those standards are described on the following webpage:  
<http://web.ccsu.edu/gradstudies/internationalstudents.asp>

**GMAT/GRE Requirements:**

Applicants with an Undergraduate Business Degree:

- The GMAT/GRE is not required for an applicant with an undergraduate GPA of 3.20 or higher from an AACSB accredited business degree program.
- The GMAT/GRE is required for applicants with an undergraduate GPA of 3.20 or higher from a non-AACSB accredited business degree program.
- The GMAT/GRE is required for applicants with an undergraduate GPA between 2.70 - 3.19 from an AACSB accredited or non-AACSB accredited business degree program.

Applicants with an Undergraduate Non-Business Degree:

- GMAT/GRE is not required for applicants with an undergraduate GPA of 2.70 – 3.19 3.20 or higher from non-business degree programs with accreditation from CAEP or ABET.
- The GMAT/GRE is required for applicants with an undergraduate GPA between 2.70 - 3.19 from non-business degree programs with accreditation from CAEP or ABET.
- The GMAT/GRE is required for applicants with an undergraduate GPA between 2.70 - 4.00 from non-business degree programs that are not accredited by CAEP or ABET.

Applicants with Business Experience

- The GMAT/GRE is not required for applicants with five or more years of high-level business experience and a minimum 2.70 undergraduate GPA. Applicants should provide details of their experience on their resume. These applicants that are offered admission may be eligible to have some or all foundation courses waived at the discretion of the Director of the MBA program.

**GMAT/GRE Waiver**

GMAT or GRE scores will be waived for applicants holding a professional license, i.e. CPA, CMA, CFA, a Master's degree, or Doctoral degree.

All applicants must submit:

- Online Application
- Application fee
- Official transcripts directly from each institution attended except from CCSU
- Resume (please email your resume to [mba@ccsu.edu](mailto:mba@ccsu.edu))

The graduate application, application fee, and official transcripts are to be submitted to the Graduate Recruitment and Admissions Office. Official transcripts must be sent directly to the Graduate

Recruitment and Admissions Office from each institution attended except Central Connecticut State University.

And if required above

- GMAT or GRE scores (minimum acceptable scores are determined based on GPA)
- Proof of CPA, CMA, CFA professional licenses

International Applicants must meet University standards for international admission including submission of:

- TOEFL or IELTS scores
- Course-by-Course evaluation of foreign credentials from a NACES member evaluation service
- Original translations of foreign academic records

Conditional Admission:

- Applicants who are required to submit GMAT/GRE scores that have not yet taken the GMAT or GRE, but have an overall undergraduate GPA of 2.70 or higher may be considered for conditional admission. These students may take a maximum of six (6) credits in the MBA program before submitting GRE/GMAT scores. All full admission requirements must be met when GMAT/GRE scores are submitted and assessed in order to continue in the program.
- In lieu of the GMAT/GRE, conditionally admitted students who matriculate with full-time status and attain a GPA of 3.00 in the first semester will be granted full admission; students who matriculate with part-time status and attain a GPA of 3.00 in their first six (6) credits in the program will also be granted full admission.