

# Graduate Admissions Policy

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- Policy Number: KC-ACA-3700
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- Revised: Spring 2019
- Effective Catalog Cycle: Fall 2019
- Approved by: Graduate Council, SGS Dean, Provost
- Executive Sponsor: Provost
- Responsible Office: SGS, Admissions

## Policy Statement

Graduate admission committees in each academic unit review applications and make recommendations for admission to the Dean of the School of Graduate Studies for final approval. Applicants must satisfy both the general campus requirements and the program-specific admission criteria for graduate study.

The general campus requirements for admission to graduate study in all UMKC graduate programs include:

1. A bachelor's or first-level professional degree from a regionally accredited institution. If the degree is from a non-U.S. college or university, the institution must be recognized and approved by the Ministry of Education or Commission responsible for higher education in the country where the degree is earned. The degree must at least be equivalent to a four-year U.S. bachelor's degree or first-level professional degree. The Registrar will vet and make a recommendation to Dean of School of Graduate Studies for approval.
2. A satisfactory academic record.

For program-specific requirements, applicants should consult the pertinent degree program listing in the UMKC catalog. Many

UMKC graduate degree programs require satisfactory scores from national examinations (e.g., Graduate Record Exam).

Graduate degree programs at UMKC have varying schedules for receiving, reviewing and acting on applications for admission. Applicants are directed to the program listings elsewhere in this catalog. This institution reserves the right to consider applicants for the most appropriate term.

## **Additional International Student Admission Policies**

### **Proof of English Proficiency**

International student applicants are required to establish proof of adequate English proficiency as part of the UMKC graduate admissions process. Applicants from countries in which English might be one of the official languages, but is not necessarily the first language of the majority of the population, must attain a minimum composite score of either 213 (CBT) or 80 (iBT) on the Test of English as a Foreign Language (TOEFL), or a score of 6.0 on the International English Language Testing System (IELTS) to be considered for admission. The results of the examination must be received by the UMKC International Student Affairs Office before the application deadline.

### **Required Academic Records for International Applicants**

Applicants must provide complete and official certificates of all degrees, diplomas, mark sheets, grade reports and examination records. If documents are in another language, applicants must also provide a literal English translation.

### **Deadline for Application for Admission and International Applicant and Student Financial Statement**

International students must present evidence of sufficient finances to cover their university and personal expenses while they are attending UMKC. A prescribed financial statement must

be submitted with the other application materials. UMKC will not assume any financial responsibility for international students. Students seeking admission to the graduate level after an undergraduate program must submit a new financial support statement.

## **Reason for Policy**

This policy was developed to support student academic success and to provide consistent, quality delivery of academic programs and services.

## **Who Should Read this Policy?**

Faculty; Students; Academic advisors; Admissions and Registrar Staff, International Student Affairs Office Staff

## **Instructions, Procedures and Related Information**

**For TOEFL information contact**

TOEFL Services

The Educational Testing Service

P0 Box 6151

Princeton, NJ 08541-6151 USA

Request official TOEFL scores be sent to UMKC's institution code 6872.

## **Contacts**

**UMKC School of Graduate Studies:**

**UMKC Office of the Provost:**

## **Exclusions**

Exceptions to the English Proficiency Testing Requirement:

- Non-native speakers who hold degrees or diplomas from post-secondary institutions in English-speaking countries [the full list of countries may be found ], provided they have spent a minimum of two years or a total of 60 credit hours in successful full-time study there and English was the medium of instruction.
- International transfer students from other institutions in the United States or Canada who have spent a minimum of two years in successful full-time study.

## **History & Updates**

## **Appendices**