

KEEP THIS SHEET

Office of Graduate Studies Box 4029 Clinton MS 39058

Clinton, MS 39058 Phone: 601.925.3225 601.925.3261

Fax: 601.925.3889

Email: graduate@mc.edu

Save Time, Apply On Line!

www.mc.edu/academics/graduate/apply

GENERAL ADMISSION REQUIREMENTS FOR GRADUATE SCHOOL

Non-refundable application fee of \$30.00 required for processing all students who wish to pursue a graduate degree, certificate program, or non-degree course work. Special application deadlines are required by some programs, consult department personnel or graduate school office for details.

One official copy of all transcripts of academic work for the baccalaureate degree, any and all graduate credit. Transcripts are required of all students seeking admission to Mississippi College. (Use attached form to expedite request.) TRANSCRIPTS THAT ARE HAND DELIVERED TO OUR OFFICE WILL NOT BE ACCEPTED AS OFFICIAL.

Standardized test scores are required of all master's degrees as follows (non-degree students exempt from this requirement unless seeking educator license). *Temporary permission to register is available one semester only without these test scores on file.*

GMAT: Graduate Management Admission Test required of all students pursuing the Master of Business Administration (minimum score: 350 for provisional admission; 400 for regular admission). A score of less than 350 on the GMAT will result in disqualification from the MBA program regardless of GPA.

PRAXIS Series – Praxis I and II required of all students who wish to meet AA Educator License requirements. Acceptable scores on the Praxis I PPST/CBT are Reading: 170; Writing: 172; Mathematics: 169 [Current Mississippi Department of Education score levels]

GRE Graduate Record Examination required of all students who are pursuing non-business and non-educator license programs. A combined score of 850 on the verbal and quantitative sections of the General Test or a score of at least 450 on either Verbal or Quantitative sections and a score of 2.5 on the Analytical Writing is required for most graduate programs. Departments may exercise discretion for students who score between 800 and 849 on the verbal and quantitative sections of the GRE and have at least a 3.5 undergraduate GPA. Please refer to the catalog for special score requirements for the Master of Science in Counseling Psychology.

Non—degree and certificate—seeking students must submit transcripts and when applicable, standardized test scores.

Applicants for AA/AAA Educator Licensure programs must provide a photocopy of their Class A or AA Educator License issued by the State of Mississippi or Mississippi Private School Association.

For students planning to live in a residence hall a \$100 room reservation fee (non-refundable after July 15 for first semester and December 15 for second semester) is required. Contact residence life personnel for appropriate forms at 601.925.3359.

Formally request credit for any transfer work as soon as application is made. Secure a form "Approval of Transfer Credit: from the Graduate Office personnel or web site. Please note the 6 year statute of limitations on transfer credit.

Students seeking an M.A. degree must present credit for 12 hours (intermediate level) of a modern foreign language or the equivalent as specified in the graduate catalog.

Students lacking foundational courses and pre-requisites for their majors are expected to complete assigned pre-requisites before pursing graduate course work. Consult the Graduate Dean or Advisor for information. Be aware that the assignment of pre-requisites results in Provisional Admission. Students who are eligible for federal loans should be aware of regulations governing disbursement of fund and time limits applied during the provisional admission period.



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International Student Graduate Admissions Information

In addition, International Students must contact the Director of International Recruitment, 601.925.7634, Brackenr@mc.edu to receive complete details about admission and maintenance of status visit International Office website: http://www.mc.edu/international/

The following process must be followed by a prospective international student applying for admission to Mississippi College as a graduate student.

- <u>Application</u> A complete international admissions application with a non-refundable international student application fee (current amount of fee listed in the Mississippi College Graduate Catalog) and two current photographs.
- <u>Transcripts</u> Transcripts of course work taken at institutions located outside the United States and within the United States must be provided prior to enrollment at Mississippi College.

Transcripts from Institutions Located Outside the United States: The student must request a COURSE-BY-COURSE REPORT. The service Mississippi College uses is: Education Credential Evaluators, Inc., P. O. Box 92970, Milwaukee, WI 53202-0970, USA. Fax: 414-289-3411; Phone: 414-289-3400.

Transcripts from Institutions Located Within the United States: Transcripts from institutions located in the United States must be mailed from these institutions directly to the Graduate Office at Mississippi College.

- Standardized Test Scores and Intensive English Program (IEP) Ordinarily a student should have a minimum TOEFL score of 500 (or 173 on the computer-based test), as well as an acceptable score on an English test administered by the IEP staff prior to enrollment at Mississippi College. The IEP provides assistance to international students who need aid with the English language. International students may enter the IEP without a TOEFL score.
- Adequate Financial Arrangements International students applying for enrollment as graduate students at Mississippi College must have adequate financial arrangements, which includes a financial statement indicating ability to finance study during the entire stay at Mississippi College with a notarized sponsor statement.
- <u>Insurance Policy</u> Prior to enrollment, international students must, through Mississippi College, pay the premium for a twelve month insurance policy which provides medical, medical evacuation, and repatriation coverage with Mississippi College as the trustee beneficiary.
- <u>Mumps, Measles, and Rubella Immunization Certificate and Tuberculosis Testing</u> Applicants should submit Mumps, Measles, and Rubella Immunization Certificate and be tested for Tuberculosis.
- <u>Documentation of Status</u> A copy of the passport visa page, I-94, and a current I-20 form are required of all international student applicants. Mississippi College will issue an I-20 form when all requirements for admission have been met.
- <u>Full-Time Student Status</u> The graduate international student must be prepared to be enrolled as a full-time graduate student (nine semester hours) during each semester in order to maintain student (F-1) visa status.