

Graduate Program Admissions

College of Arts and Sciences

Admission to the Graduate Programs in the College of Arts and Sciences

Any student who holds a baccalaureate degree from an institution recognized by an Institutional Accrediting Agency approved by the U.S. Department of Education may apply for admission to graduate programs in the College of Arts and Sciences. Please refer to the specific program section for additional admissions requirements.

Materials submitted in support of an application are not released for other purposes and cannot be returned to the applicant. Official transcripts from all colleges and universities are required for enrollment.

Admission Standards

Admission to graduate programs in the College of Arts and Sciences is determined by the Department to which the applicant is applying. Applicants should refer to the academic program section for specific admissions requirements.

Failure to enroll in coursework within one year of admittance will require you to reapply to the graduate program. Re-entry is approved by the Department Chair and is not guaranteed.

Provisional Admissions

Applicants not meeting admissions requirements may, under special and unusual circumstances, be admitted. Applicants granted provisional admission will be notified of the provisions under which they are admitted. A student failing to meet any provisions of his or her admission will not be allowed to continue in a degree program. Provisional status may affect financial aid.

Application

Information and application forms may be obtained from:

Office of Graduate Admissions
Stetson University
421 N. Woodland Blvd., Unit 8289
DeLand, FL 32723
gradadmissions@stetson.edu
P: 386-822-7100

www.stetson.edu/graduate (<http://www.stetson.edu/portal/graduate/>)

Students must apply prior to taking any graduate coursework in the College. Official transcripts from all colleges and universities are required for enrollment.

Enrollment as a Post-Baccalaureate Student (Non-degree status)

In the Departments of Education and Counselor Education, students who do not wish to pursue a degree program may enroll as post-baccalaureate (non-degree) students for such purposes as satisfying certification requirements, licensure requirements, or obtaining credit for transfer to another university. Students must present evidence of

good standing at the last institution they attended; a transient student must have a statement from his or her university that he or she is a regularly enrolled graduate student in good standing. No more than six credits that were taken as a non-degree-seeking student may be applied to a degree program subsequently entered. Students desiring admission to graduate programs will be required to meet admission standards for the particular degree. Students may enroll in six credits of introductory coursework prior to admission to the graduate program with permission of the program director. Only students who have earned a baccalaureate degree from an accredited institution may pursue programs in Education, Counselor Education, or Creative Writing. Official transcripts from all colleges and universities are required for enrollment.

School of Business Administration

Admission to the Graduate Programs in the School of Business Administration

Master of Business Administration (M.B.A.)/ Executive Master of Business Administration (E.M.B.A.)

Any student who holds a baccalaureate or graduate degree from an institution recognized by an Institutional Accrediting Agency approved by the U.S. Department of Education may apply for admission to graduate programs in the School of Business Administration. Students must also present evidence of good standing at the last institution they attended. The degree need not be in business administration. Indeed, combining the M.B.A. with a non-business degree is considered outstanding career preparation in many fields.

A special exception may be granted to an individual applying to the EMBA program who lacks a baccalaureate degree, but who has attained substantial professional work experience (typically at least 15 years). No more than two special exceptions will be granted for a given EMBA cohort. The SOBA Graduate Committee will review applicants' credentials on a case-by-case basis to determine if a special exception is merited. Those admitted under this special exception will begin the program on academic probation (a "provisional" admit). The probation period will be 12 months. During this time, the student will be required to achieve a grade of B or better (not B-) in all courses taken. Furthermore, the student must complete all requirements for a course within the time frame specified in the course syllabus and will not be permitted to withdraw from a course or receive an Incomplete.

Upon successful completion of the probationary period, academic probation will be lifted and the student will then be subject to the same continuation and graduation requirements as all other EMBA students.

A student who has received either a Juris Doctor (J.D.), a Master of Science in Pharmacy (M.S.P.) degree, or a Master of Healthcare Administration (M.H.A.) from a partner school is eligible to enroll in the Stetson M.B.A. under the requirements of the respective dual degree program. To qualify, a student must apply for admission to the M.B.A. program within 60 months of the completion of the J.D., M.S.P., or M.H.A. degree.

Master of Accountancy (M.Acc.)

Applicants for admission to the Master of Accountancy program must be graduates of a university recognized by an Institutional Accrediting Agency approved by the U.S. Department of Education and must have an undergraduate degree in accounting (or, must have the

equivalent in academic coursework). Students must present evidence of good standing at the last institution they attended. Evidence of prior academic dishonesty during one's collegiate career will adversely impact the admissions decision.

Admission Procedures

Generally, a completed application must include official transcripts of all undergraduate and graduate work, official test scores of the Graduate Management Aptitude Test (GMAT) or Graduate Record Examinations (GRE)¹, two academic or professional references, current résumé, and a completed Stetson University application. All M.B.A. and M.Acc. applications must be accompanied by a nonrefundable application fee. A personal interview may be required.

¹ GMAT or GRE is optional and is encouraged for M.Acc. and M.B.A. candidates who wish to strengthen their credentials for admission.

International students must provide an official course-by-course evaluation of their transcripts from an approved evaluation service and official Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) scores.

Application for the M.Acc. may be made for admission for the fall, spring, or summer terms, and application for the M.B.A. may be made for admission for the fall, spring, or summer terms except for the in-person M.B.A. option and the E.M.B.A., which admit only for fall. Materials must be submitted to the appropriate office, and all materials submitted in support of an application are not released for other purposes and cannot be returned to the applicant.

All completed applications are evaluated based on standards established by the Graduate Committee of the School of Business Administration. Acceptance is based on undergraduate academic performance, scores of the GMAT or GRE (and TOEFL or IELTS for international students) if applicable, and evidence of leadership and experience. Students will be notified, in writing, of their admission status following an evaluation of their credentials. Evaluations are normally done on a rolling basis.

Admission procedures may vary between programs. For specific admission procedures, please see below.

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Admissions Standards

For E.M.B.A. applicants, the GMAT/GRE may be waived at the discretion of the program director based on academic preparation and experience.

International students whose native language is not English must provide official Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) scores.

- The minimum acceptable TOEFL iBT score is 90.
- The minimum acceptable IELTS score is 7.0.

4/1 Program in Accounting

Outstanding Stetson undergraduate accounting majors will be granted automatic, conditional[†] admission to the Master of Accountancy program if they present the following credentials:

- Overall cumulative grade point average of 3.50 or above (as of no earlier than the final semester of enrollment)
- A grade point average of 3.50 or above on all upper-division accounting courses taken (as of no earlier than the final semester of enrollment)

[†] Conditional on completion of the Bachelor of Business Administration degree and a major in accounting.

Students must complete the Master of Accountancy application and present official transcripts but will NOT be required to do the following:

- Pay an application fee
- Present a GMAT or GRE score (encouraged for candidates who wish to strengthen their credentials for admission)
- Provide references
- Provide a resume
- Provide a personal statement

Fast-Track Program for MBA Program Admission

Any Stetson University graduate with a final overall GPA of 3.3 or higher will receive automatic admission to the Online MBA program. All undergraduate majors qualify.

The automatic admission only requires an application and an official transcript. All other application requirements are waived. This includes the application fee, two references, a statement of purpose, and a resume.

Enrollment as a Post-Baccalaureate Student (Non-degree status)

In the School of Business Administration, students may enroll as post-baccalaureate (non-degree) students for such purposes as professional growth, personal development, or to satisfy graduate program undergraduate-level foundation courses. Post-baccalaureate students are not permitted to take graduate-level courses. Enrollment requires a post-baccalaureate application, a non-refundable application fee, and official transcripts of all undergraduate and graduate coursework. Students must have earned a baccalaureate degree from a college or university accredited by the appropriate regional association and present evidence of good standing at the last institution they attended. International students must provide an official course-by-course evaluation of their transcripts from an approved evaluation service and official Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) scores.