

## Graduate Opportunities at The College of New Jersey

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Students are offered opportunities to earn master's degrees in more than 20 fields of study, to gain certification in professional areas, to update and renew themselves professionally or personally through specific courses, and to address contemporary issues or problems in a specific field. Basic to all graduate programs and courses is the College's purpose to develop in each graduate student the skills, knowledge, and commitment to function as a problem-solver and an agent of change.

### Admission to Graduate Study

#### Admission Standards

Admission to graduate study at The College of New Jersey is selective and competitive. Prospective applicants are encouraged to familiarize themselves with the contents of this bulletin and the graduate studies Web site, <http://graduate.tcnj.edu/>, and to observe carefully the particular requirements of each individual program or option. Admission decisions are based generally on evidence of achievement in appropriate undergraduate studies, performance on nationally standardized tests, strength of recommendations, and other materials submitted with the application. Standards are applied rigorously but not mechanically, the purpose being to identify applicants who show promise of benefiting from advanced studies and of making significant contributions to both the College community and their chosen professions.

#### Admission Procedures

Those who wish to apply or to learn more about the graduate program should begin by contacting: Office of Graduate and Advancing Education, The College of New Jersey, PO Box 7718, Ewing, NJ 08628-0718. The office is located in Paul Loser Hall 109, and may be reached at 609.771.2300. Applications to graduate school should be completed and submitted online at <http://graduate.tcnj.edu/>. It is the applicant's responsibility to make sure that all required application materials have been received by the Office of Graduate and Advancing Education by the appropriate deadline. Incomplete applications cannot be reviewed. Incomplete applications will be held for one academic year prior to being purged.

#### Application Deadlines

For information on application deadlines please refer to our Web site at <http://graduate.tcnj.edu/apply/>.

### Admission Categories

#### Graduate Degree Program/Matriculation

Most students entering The College of New Jersey at the graduate level are candidates for a master's degree. The institution offers five degrees: the Master of Arts, the Master of Education, the Master of Arts in Teaching, the Educational Specialist, and the Master of Science in Nursing. Master's programs and program options are outlined throughout the *Graduate Bulletin*. Individuals applying for matriculation are expected to hold a bachelor's degree from a regionally accredited institution in the United States or proof of equivalent preparation from a foreign college or university, and are required to provide official transcripts (or document evaluation in the case of foreign schools). Applicants should have a 2.75 cumulative grade point average or a 3.0 in the major at the undergraduate level, although some programs may have a higher

requirement; must submit letters of recommendation from individuals who can evaluate their academic performance, relevant work experience, and/or ability to pursue graduate studies; must submit an essay/statement of professional goals indicating interest in the program and college; must pay the stated application fee; and must provide scores from the general standardized test appropriate to the discipline. Some programs require scores from specialized sections of standardized tests, other evidence of competence to pursue graduate study, or other documentation as detailed by the specific program requirements. Applicants to Initial Teacher Certification Programs must provide proof of meeting the State of New Jersey Basic Skills Requirement. For test waiver and Basic Skill information, please visit <http://graduate.tcnj.edu/apply/>. Additional materials are required from international students (see "Students from Foreign Countries"). Some programs require interviews or portfolios (see specific program for requirement details). Graduate program candidates are considered and approved for admission by the program admissions committee and endorsed by the Office of Graduate and Advancing Education.

Applications for matriculation are available online at <http://graduate.tcnj.edu/apply/>.

#### Non-Matriculation

Qualified applicants who wish to pursue graduate studies for professional renewal or personal growth may apply for non-matriculation. Non-matriculation applications should be completed and submitted online at <http://graduate.tcnj.edu/apply/>. Applicants must have a bachelor's degree and a 2.75 cumulative grade point average or 3.0 in the major from a regionally accredited institution in the United States, or proof of equivalent preparation from a foreign university or college. Applicants must submit an essay calling for a personal evaluation of their strengths and weaknesses and must pay the stated application fee. Admissions are competitive, and decisions are made by program admissions committees. A non-matriculant is not eligible for financial aid.

If accepted, non-matriculated students may enroll in graduate classes that are open to them if they meet the prerequisites and if space is available. Permission of the graduate coordinator and/or the instructor teaching the course may be required for registration for a particular course.

Non-matriculated students may apply to become graduate-degree or certificate-program candidates. Non-matriculated students have one year from the time of initial enrollment to matriculate into a degree program in order to utilize a maximum of six non-matriculation credits taken prior to matriculation toward that degree. Failure to matriculate in this timeframe will negate the use of these credits toward a degree at TCNJ.

#### Change of Status from Non-Matriculation to Matriculation

Non-matriculated students who wish to matriculate into a graduate degree or certificate program must submit a formal application online for matriculation with all supporting documentation to the Office of Graduate and Advancing Education in accordance with announced deadlines. An applicant should become familiar with the completion requirements of each program or program option. Non-matriculation status does not imply or guarantee acceptance into any degree or certification program.

Applications for matriculation are available online at <http://graduate.tcnj.edu/apply/>.

### **TCNJ Pre-Entrance Health Requirements**

The state of New Jersey and TCNJ mandates that incoming students meet pre-entrance health requirements. These requirements apply to matriculated students AND full-time nonmatriculated students (full-time = 9 or more course credits). Note that health requirements apply to commuter students attending class on-campus or at an off-campus location.

Requirements can be found at <https://health.tcnj.edu/new-students/pre-entrance-health-requirements-grad/>.

### **Students from Foreign Countries**

Students from countries in which English is not the native language must submit the results of the Test of English as a Foreign Language (TOEFL) with the graduate program application.

All students who attend a non-U.S. institution must have all of their educational documents translated into English and evaluated on a

course-by-course basis by an accredited agency as to the U.S. equivalency of their course work. Course descriptions may be required. For information on other documentation required along with the graduate application, including documents needed for a student visa application, see <http://iss.tcnj.edu/>.

### **Assistantships**

Assistantships are periodically available for full-time, matriculated graduate students. The nature and number of such opportunities vary from year to year, but typical assignments are to academic departments and administrative offices. For information concerning assistantships and for application forms, please visit our Web site at <http://graduate.tcnj.edu/> or contact the Office of Graduate and Advancing Education at 609.771.2300.