

Revised Graduate Admissions Requirements (Draft 3, FRO)

Thank you for your interest in the Master's Degree Program in the Department of Biological Sciences, Marshall University. Admissions information and procedures are listed below.

Prospective students are encouraged to visit the website of the Department of Biological Sciences, and investigate the many types of research currently underway in the department. Contacting researchers with whom the applicant shares interests is encouraged. <http://www.marshall.edu/biology/default.asp>

Prospective students are also encouraged to visit the website of the Marshall University Graduate College for further information on the university-wide graduate program, and for further procedural information. http://www.marshall.edu/mugc/grad_adm.shtml

Applying For:	Deadline	Materials Required
Fall Admission and Graduate Assistantship	15 April	Complete application for graduate admission Complete application for graduate assistantship
Fall Admission Only	1 August	Complete application for graduate admission
Spring Admission and Graduate Assistantship	15 November	Complete application for graduate admission Complete application for graduate assistantship
Spring Admission Only	15 November	Complete application for graduate admission Complete application for graduate assistantship

Admission Deadlines: The application deadline for admission to the Master's degree program in Biological Sciences is **April 15** for fall semester admission; with a late application date of **August 1**. Any applications received after August 1 will be considered only for spring semester admission. The deadline for all spring semester applications is **November 15**.

Graduate Assistantship Deadline: An additional graduate teaching assistantship application is required if the applicant is interested in a fall Graduate Teaching Assistantship (essentially a stipend and tuition waiver in exchange for teaching). **Both** a complete admission application and a graduate assistantship application must be on file by **April 15** to guarantee full consideration for a Graduate Teaching Assistantship.

Procedural Requirements: Participation in the graduate program in Biological Sciences requires both admission to the Marshall University Graduate College and acceptance to the Department of Biological Sciences. **A complete application includes:**

- 1) completed Graduate Application for Admission Form¹
- 2) completed Graduate College Information Sheet¹
- 3) official transcripts²
- 4) a written statement of educational and professional goals (250-500 words)
- 5) Graduate Record Exam (GRE) scores³
- 6) three letters of recommendation from academic or professional references⁴

1 The Department of Biological Sciences strongly prefers that all interested students fill out their Graduate Application for Admission Form and Graduate College Information Sheet using the College of Science online application tool (www.marshall.edu/whatever).

Applications created using this tool **MUST** be printed out and mailed with the application fee to: Marshall University, **Graduate Admissions Office, 100 Angus E. Peyton Drive, South Charleston, WV 25303-1600**. Blank paper forms for the Graduate Application for Admission Form and Graduate College Information Sheet are also available from the above address, and from the Huntington campus.

2 Official transcripts should be obtained from all undergraduate and graduate schools from which the student has received credits. They should be mailed directly to the above address; for further information see the Graduate College website. The Department of Biological Sciences requires a global undergraduate minimum GPA of 2.75 and an undergraduate science minimum GPA of 3.0 for regular admission status. Provisional admission may be granted to promising candidates who do not meet these requirements.

3 Only general GRE scores are required (i.e. the biology subject test is not necessary). A combined GRE score of 1100 (composite verbal and quantitative test scores) is required for regular admission status. Provisional admission may be granted to promising candidates who do not meet this requirement.

4 The names and contact information of the three individuals writing letters of recommendation **MUST** be included in the student's written statement of professional goals. Letters should be solicited by the student, and sent directly to the Department of Biological Sciences: Graduate Admissions Committee, Department of Biological Sciences, One John Marshall Drive, Huntington, WV 25755.

Note on Provisional Admission: Students who are admitted provisionally must meet with their faculty advisors and demonstrate adequate progress toward graduation prior to registration for subsequent semesters. Provisional admission status can be converted to full admission status by recommendation of the faculty advisor to the BSC Graduate Program Committee.

Note on Graduate Teaching Assistantships: Applications completed by the April 15 deadline will receive strong preference in the assignment of graduate assistantships for fall semester. The Application for Graduate Teaching Assistantship Form is available from the College of Science online application tool (www.marshall.edu/whatever). The completed application form should be printed out and mailed directly to the Department of Biological Sciences: Graduate Admissions Committee, Department of Biological Sciences, One John Marshall Drive, Huntington, WV 25755.