

# APPLICATION FOR GRADUATE ADMISSION

Telephone: (304) 746-1900 • Toll free: (800) 642-9842

E-mail: [services@marshall.edu](mailto:services@marshall.edu)

100 Angus E. Peyton Drive, South Charleston, WV 25303  
[www.marshall.edu/admissions](http://www.marshall.edu/admissions)



**International applicants for Graduate Admission:**

Please DO NOT use this application. Submit the International Graduate application at [www.marshall.edu/admissions/apply](http://www.marshall.edu/admissions/apply). For more information, contact [international@marshall.edu](mailto:international@marshall.edu) or visit the Admissions website at [www.marshall.edu/admissions/international](http://www.marshall.edu/admissions/international).



# GRADUATE APPLICATION FOR ADMISSION TO MARSHALL UNIVERSITY

## Degree Programs, Certificate/Professional Development, Non-Degree, and Transient

**1** Fill out this application, enclose the appropriate fee and submit it to the Graduate Admissions Office.

OR

**2** Apply on-line at [www.marshall.edu/admissions/apply](http://www.marshall.edu/admissions/apply)

Once we have received your application, appropriate fee and all required admission credentials, your file will be reviewed and you will receive notification of the admission decision. Applicants with prior University holds or obligations on their records may have delays in application processing.

Marshall University | Graduate Admissions Office  
100 Angus E. Peyton Drive, South Charleston, WV 25303-1600  
304/746-1900 or 1/800/642-9842  
[www.marshall.edu/admissions](http://www.marshall.edu/admissions) | [services@marshall.edu](mailto:services@marshall.edu)

## GRADUATE APPLICATION FEES

A **non-refundable \$40 application fee** is required with the submission of this form. Please make check or money order payable to MARSHALL UNIVERSITY and include the applicant's name and last four digits of Social Security number or MUID number on the payment. *Listed fees are subject to change.*

## DISTANCE LEARNING

Marshall University offers graduate programs which are conducted entirely online. Distance-Only students are not expected to have a campus or classroom presence during their academic careers and are eligible for a distance tuition rate in lieu of regular tuition and fees. For more information, please visit [www.marshall.edu/muonline/degreesandcourses](http://www.marshall.edu/muonline/degreesandcourses). To apply to a distance program, students **must** apply online by submitting the Graduate Application for Distance-ONLY Learning at [www.marshall.edu/admissions/apply](http://www.marshall.edu/admissions/apply).

## REQUIREMENTS FOR ADMISSION

The receipt of a bachelor's degree from an accepted, regionally accredited college or university is the basic requirement for admission as a graduate student to Marshall University and cannot be waived. Applicants must fulfill all admission requirements as specified in the Graduate Catalog. Students enrolled in the last semester of an undergraduate program may be admitted to some programs conditionally for one term, subject to completion of the bachelor's degree program and subject to departmental approval.

1. Complete and return all pages of the Graduate Application for Admission form to the Graduate Admissions Office.
2. When you submit the application, request that the Registrar at the institution that awarded your bachelor's degree (except Marshall University) send an official transcript directly to the Graduate Admissions Office. The transcript from the institution that awarded your bachelor's degree must contain the name of the degree earned and the date the degree was conferred. The Graduate Admissions Office cannot accept unofficial transcripts, including transcripts that are faxed or stamped "Issued to Student," or transcripts mailed or delivered by the student or a third party. Individual schools and programs may require additional credentials or documentation.
3. Take the appropriate admissions examination and have the scores sent directly to the Graduate Admissions Office by the testing agency. The Graduate Record Examinations (GRE) General Test is required of applicants to some programs, while other programs accept the Miller Analogies Test (MAT). Minimum scores on the admission examinations may be established by the academic departments. Some departments will not consider applications until all required test scores are received. Refer to the appropriate department section of the Graduate Catalog for more information.
4. Provide all other admission materials and letters of recommendation that may be required by the program to which you are applying. NOTE: If your program requires letters of reference, the letters must be original, must be signed and be sent directly to Graduate Admissions. Applicants to doctoral programs only should have letters of reference sent directly to the programs.

## APPLICATION REMINDERS

### Selecting a Major

Refer to the Graduate Degree Programs section of the Graduate Catalog for admission requirements for your major. Check your department's Web site at: [www.marshall.edu](http://www.marshall.edu) for information. Required credentials may include, but are not limited to, the completed Application for Graduate Admission form, payment of the non-refundable application fee, official transcripts sent directly from the Registrar of previously attended colleges and universities, official admission examination scores, letters of reference or recommendations, personal statement or essay, audition, portfolio, writing sample, and personal interview. When your application is received, you will be informed of the remaining credentials that must be submitted for the major you have selected.

A list of graduate majors and the areas of emphasis for majors is included as an insert in this folder. Please review the list carefully before selecting a major. Enter the name of the major and the eight digit code on page one of the application. **It is recommended that applicants consult the Graduate Catalog and/or contact the specific academic department for complete information about a program before selecting a major.** Contact information for specific academic programs is available at the Marshall University Graduate College Web site: [www.marshall.edu/graduate](http://www.marshall.edu/graduate) or applicants may call or email the Graduate Admissions Office or the Graduate Dean's Office for more information before selecting a major. Contact information for these offices is located on the back of this folder.

# GRADUATE APPLICATION FOR ADMISSION TO MARSHALL UNIVERSITY

Degree Programs, Certificate/Professional Development, Non-Degree, and Transient

A **non-refundable \$40 application fee** is required with the submission of this form. Please make check or money order payable to MARSHALL UNIVERSITY and include the student's name and last four digits of Social Security number or MUID number on the payment.

**PLEASE COMPLETE THIS APPLICATION LEGIBLY AND IN BLACK INK.**

**SEMESTER AND YEAR YOU PLAN TO ENROLL:** Select the semester and enter the year below. (Note application deadlines.)

**Fall (Deadline: AUG 1)**     **Spring (Deadline: DEC 1)**     **Summer (Deadline: MAY 1)**    **Year** \_\_\_\_\_

If no term is indicated, or if the application is submitted after a deadline has passed, the default may be the next term available for the program.  
Program-specific deadlines are noted under Graduate Majors and Areas of Emphasis.

## PERSONAL INFORMATION

Legal Last Name	Legal First name	Legal Middle Name	Social Security Number or MU ID	
Permanent Address (Used for all official university correspondence.)				
City	State	Zip	County	Country (if not US)
Home Phone ( )	Business Phone ( )		Cell* ( )	
E-mail Address	Sex <input type="checkbox"/> Female <input type="checkbox"/> Male		Birth Date (MM/DD/YY) / /	
If your credentials may arrive under another name, please indicate name(s) here:				
<b>PRESENT OCCUPATION:</b> _____ If a teacher: Type of Certificate: _____				
Years of Teaching Experience: <input type="checkbox"/> Elementary _____ <input type="checkbox"/> Middle School/Junior High _____ <input type="checkbox"/> High School _____ <input type="checkbox"/> Not applicable				
If you are applying to the MAT/PBC program, what is your intended teaching content area? _____				
If you are seeking educational licensure, please specify the field: _____				

\* By supplying your cell number, you agree to receive text messages and other communications from Marshall University.

## RESIDENCY INFORMATION (You may be required to provide proof of residency.)

Fee classification for which you are applying:	<input type="checkbox"/> West Virginia Resident	<input type="checkbox"/> Nonresident (out-of-state, except Metro)
	<input type="checkbox"/> Metro Resident (Gallia, Jackson, Lawrence, Meigs, Pike, and Scioto counties of OH; Boyd, Carter, Elliott, Floyd, Greenup, Johnson, Lawrence, Martin, and Pike counties of KY)	
Place of Birth (City, State, Country if not US)	Citizenship <input type="checkbox"/> US Citizen <input type="checkbox"/> Permanent Resident <input type="checkbox"/> Nonresident Alien <sup>†</sup> <input type="checkbox"/> Refugee/Asylee	
	<sup>†</sup> Noncitizens of the US who will be attending Marshall while holding a valid visa are required to submit our Application for International Graduate Admission.	
<i>If documentation is required, it is due by the end of the first week of classes of the term of application.</i>		
<b>This section must be completed by all applicants claiming West Virginia or metro residency.</b>		
1. Enter the dates during which you have maintained a domicile and continuous residence in West Virginia or a metro county: From: Month _____ Day _____ Year _____ To: Month _____ Day _____ Year _____		
2. Have you filed a West Virginia or metro county Income Tax return during the past 12 months? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, did you claim West Virginia or metro county residency on the tax return? <input type="checkbox"/> Yes <input type="checkbox"/> No		
3. Do you own residential property in West Virginia or a metro county? <input type="checkbox"/> Yes <input type="checkbox"/> No		
4. Have you paid West Virginia or metro county real or personal property taxes during the past 12 months? <input type="checkbox"/> Yes <input type="checkbox"/> No		
5. Will you file a West Virginia or metro county Income Tax return for the current year? <input type="checkbox"/> Yes <input type="checkbox"/> No		
6. If married, is your spouse a resident of West Virginia or a metro county? <input type="checkbox"/> Yes <input type="checkbox"/> No		
7. Do you have a motor vehicle registered in your name? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, is that vehicle licensed in West Virginia or a metro county? <input type="checkbox"/> Yes <input type="checkbox"/> No		
8. Driver's License or state-issued ID card number: _____ State _____ Issue date: _____ Expiration date: _____		
9. Are you currently a registered voter in West Virginia or a metro county? <input type="checkbox"/> Yes <input type="checkbox"/> No		

## EMERGENCY CONTACT INFORMATION

Emergency Contact Person	Address		
City	State	Zip	Phone ( )
This person's relationship to you:			

## ADDITIONAL INFORMATION

The information requested below is utilized to meet Federal and State requirements. Your optional, but important, responses will not be used in the admission process. Colleges and universities are asked by many sources, including the federal government, accrediting associations, college guides, newspapers, and our own college/university communities, to describe the racial/ethnic backgrounds of our students and employees. In order to respond to these requests, we ask you to answer the following two questions:

Do you consider yourself to be Hispanic/Latino (a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race)?  Yes  No

In addition, select one or more of the following racial categories to describe yourself:

- American Indian or Alaskan Native** - A person having origins in any of the original peoples of North and South America (including Central America) and who maintains cultural identification through tribal affiliation or community attachment.
- Asian** - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Black or African American** - A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander** - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White** - A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

### Disabilities<sup>‡</sup>

- A. This section is not applicable to me.
- B. Hearing Impaired/Deaf
- C. Visually Impaired/Blind
- D. Orthopedic or Mobility Impairment
- E. Specific Learning Disability
- F. Health/Medical Disability
- G. Psychological
- H. Other disability: \_\_\_\_\_

<sup>‡</sup>Note: If you have checked any of the items (B through G) and seek accommodations for your disability, please send documentation of disability to Office of Disability Services, Marshall University, One John Marshall Drive, PH 117, Huntington, WV 25755, and call (304) 696-2271 for services available.

## ADMISSION INFORMATION

At which location do you plan to enroll for the majority of your courses? (check one)

- Huntington Campus  South Charleston Campus  Other \_\_\_\_\_

Have you applied for Graduate Admission to Marshall before?  Yes  No

Are you currently enrolled in a Graduate Program at Marshall University?  Yes  No If Yes, indicate what program \_\_\_\_\_

Do you want to remain in this program in addition to the program to which you are applying?  Yes  No

Admission Type (Mark only one of the following categories)

- Degree Seeking** - A student who desires admission as a degree-seeking graduate student must have an overall Grade Point Average of 2.5 on a 4.0 scale from the bachelor's degree granting institution. The applicant must provide official transcripts from the degree-granting institution. Individual schools and programs may require a higher grade point average and/or additional credentials or documentation.
- Certificate/Professional Development** - Students who do not wish to be admitted to a degree program, but who wish to enroll in certificate/licensure programs or other programs that require the completion of specified sequence of courses should apply as certificate or professional development. Generally, requirements for admission as a certificate or professional development student are the same as for admission to degree programs, including at least a 2.5 overall undergraduate GPA, however, requirements for admission to these programs can vary. See the appropriate department section of the Graduate Catalog.
- Non-Degree (Post-Baccalaureate)** - Persons who desire graduate level university instruction without becoming graduate degree candidates may be admitted as non-degree students, provided they have had their Registrar's office(s) send official transcripts denoting graduation with a bachelor's degree from an accepted, regionally accredited college or university. Non-degree students who do not hold a master's degree or higher may accumulate a maximum of 15 semester hours of graduate credit. Before enrolling in a class, non-degree graduate students must obtain permission from the department offering the class. Students who wish to take courses offered by the College of Business must secure approval from the MBA program advisor. Please note that non-degree students are not eligible for financial aid or graduate tuition waivers.
- Non-Degree (Post-Master's)** - Non-degree post-master's candidates must have their Registrar's office(s) send both the bachelor's and master's official transcripts. Non-degree students with graduate degrees may enroll in an unrestricted number of graduate courses for which they have completed the prerequisites and received departmental permission. Before enrolling in a class, non-degree graduate students must obtain permission from the department offering the class. Students who wish to take courses offered by the College of Business must secure approval from the MBA program advisor. Please note that non-degree students are not eligible for financial aid or graduate tuition waivers.
- Transient** - A transient is an applicant enrolled at another accepted, regionally accredited graduate institution who wishes to enroll in Marshall University graduate coursework for not more than 12 semester hours for one semester. A transient student must reapply and submit all required credentials and fees each term. Please refer to the Graduate Catalog for more information.

**Please refer to the Graduate Catalog for detailed information on each admission type.**

## ACADEMIC INFORMATION

**Major:** Indicate major and code number using the list of programs of graduate study.

<b>Name of Major</b> (see insert)	<b>Major Code</b>								
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**TEST SCORES:** Check **all** that apply and include date test taken

GRE \_\_\_\_\_  TOEFL \_\_\_\_\_

GMAT \_\_\_\_\_  Miller Analogies \_\_\_\_\_

MCAT \_\_\_\_\_  IELTS \_\_\_\_\_

**UNDERGRADUATE MAJOR:** \_\_\_\_\_

## ACADEMIC INFORMATION (cont.)

List all colleges and universities attended or attending, including Marshall: If you have attended more than six schools, please list them on a separate sheet. **An official transcript must be received in the Graduate Admissions Office directly from the Registrar of the sending institution (except Marshall).**

Failure to disclose all institutions attended may result in delayed review of application, denial of admission, administrative withdrawal, and/or disciplinary action.

Institution	City & State	Date Entered (MM/YY)	Date Left (MM/YY)	Degree Earned	Office Use Only

Please attach a separate page with additional information, if applicable, such as experience pertinent to your proposed major field of study, professional goals, honorary and professional organizations, etc. Be sure to include your name on any separate pages.

**AGREEMENT OF TERMS:** The information I have entered on this form is true and correct and I certify that I am the person named on this application. I understand that this application and all academic credentials must be on file in the Graduate Admissions Office by the application deadline, and that I must be formally admitted to the University before I will be permitted to register, be considered for financial aid, or for a graduate assistantship. **I understand that withholding or failing to provide accurate and complete information may result in administrative withdrawal, disciplinary action or prosecution by the University, and that I may be held responsible for payment of all fees. In consideration of my admission and enrollment, I, the undersigned, do hereby agree to assume and pay any and all costs and charges, including interest and collection, for delinquent accounts.** I have read the information and instructions in the admissions application folder. **I understand that all materials submitted in support of an application for admission become the property of Marshall University. Materials will not be returned or released to the applicant or to third parties. I understand that the \$40.00 application fee is non-refundable. I acknowledge and agree to these terms and conditions.**

Signature (required): \_\_\_\_\_ Date: \_\_\_\_\_

**KEEP THE APPLICATION FOLDER FOR YOUR FILES.  
SUBMIT THE NON-REFUNDABLE \$40.00 APPLICATION FEE PAYMENT WITH THIS FORM.**

<b>OFFICE USE ONLY:</b> Test scores:	GPA (s) :
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### **EQUAL OPPORTUNITY/AFFIRMATIVE ACTION POLICY STATEMENT**

It is the policy of Marshall University to provide equal education and employment opportunities for prospective and current members of its student body, faculty and staff on the basis of individual qualifications and merit. Marshall University is committed to providing a diverse and inclusive culture by promoting diversity, inclusion, equality, and intercultural and intercommunity outreach. Accordingly, the University does not discriminate on the basis of race, color, national origin, ancestry, age, physical or mental disability, marital or family status, pregnancy, veteran status, service in the uniformed services (as defined in state and federal law), religion, creed, sex, sexual orientation, genetic information, gender identity, or gender expression in the administration of any of its educational programs, activities, or with respect to admission or employment. This Policy sets forth how discrimination, harassment, sexual and domestic misconduct, certain consensual relationships, stalking, and retaliation will be addressed by Marshall University.

In order to insure genuine equal opportunities for all: (1) Marshall University will, whenever appropriate, take affirmative action to employ, advance in employment and otherwise treat without discrimination qualified women, minorities, individuals with disabilities, disabled veterans and veterans of the Vietnam era. (2) Marshall University will not affiliate with nor grant recognition to any individual, group or organization having policies or practices that discriminate on the basis of race, color, sex, sexual orientation, religion, age, national origin, veteran status or disabilities.

All employees and contractors of the University are required to comply with this policy in the exercise of their functions. Anyone who believes that they have been denied the benefits of this policy should contact the Office of Equity Programs for appropriate action.

Any requests for information on the implementation of this policy should be addressed to: Office of Equity Programs / 207 Old Main / Marshall University / Huntington, West Virginia 25755.

### **ANNUAL SECURITY AND FIRE SAFETY REPORT**

Marshall University is committed to assisting all members of the University community in providing for their own safety and security. The Annual Security and Fire Safety report is available at [www.marshall.edu/disclosures/securityreport](http://www.marshall.edu/disclosures/securityreport). A printed copy of the report is available by calling the Marshall University Police Department at 304-696-4357.

The report contains information regarding campus security and personal safety including topics such as: crime prevention, university police law enforcement authority, crime reporting policies, fire safety policies, disciplinary procedures and other matters of importance related to security on campus. The report also contains information about fire statistics in MU Residence Halls and crime statistics for the three previous calendar years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by MU; and on public property within, or immediately adjacent to and accessible from the campus. This information is required by law and is provided by Marshall University.

### **CONSUMER INFORMATION AND DISCLOSURES**

In order to help consumers make well-informed decisions about postsecondary education, federal regulations require higher education institutions to disclose certain information. To assist in locating this information, Marshall University has created a Consumer Information and Disclosures launching point at [www.marshall.edu/disclosures/](http://www.marshall.edu/disclosures/). Among others, the following specific reports are available from the Marshall University Consumer Information and Disclosures web site: student financial aid information, drug and alcohol abuse prevention program information, retention rates, and graduation rates. Prospective students may request printed copies of any report at no charge by calling the Office of University Communications at 304-696-7153.

Information contained in this application folder is designed to assist applicants in completing the Graduate Application for Admission. Refer to the official Graduate Catalog online at [www.marshall.edu/catalog/graduate-catalogs](http://www.marshall.edu/catalog/graduate-catalogs) for complete program information and University policies.

**For more information visit : [www.marshall.edu](http://www.marshall.edu)**



## Deadlines

The Application for Graduate Admission must be filed in the Graduate Admissions Office by the semester deadline for the desired term of enrollment or by the specific departmental deadline. Semester deadlines are as follows: Fall-AUG 1; Spring-DEC 1; Summer-MAY 1. Program specific deadlines are included on the insert in this folder titled, Graduate Majors and Areas of Emphasis. Once the application is received in Graduate Admissions, in order for an application to be reviewed for admission, the non-refundable application fee and all required credentials must be filed in the Graduate Admissions Office no later than two weeks prior to the opening of the desired term of enrollment or by the specific departmental deadline. Applicants should submit the non-refundable application fee at the time the application is submitted.

## Applicant's mailing and email address

Please note that the permanent address and email address you include on the front page of the application will be used by the Graduate Admissions Office to correspond with you throughout the admission process, so please be sure the information is accurate. Also, the permanent address will be used for all official University correspondence.

## Graduate Application for Admission (\$40) Application Fee Waiver:

- Available for applicants with significant and documented financial need. Contact Graduate Admissions for more information.
- Available for applicants who already hold a master's degree from Marshall University and who are applying for admission to a master's, non-degree, graduate certificate or professional development program. The master's degree from Marshall must already be awarded and posted on the Marshall transcript for eligibility (no exceptions). Those applying to an educational specialist or doctoral level program are **not** eligible for the waiver.

## ADDITIONAL INFORMATION

**Dual Degree** - Students who wish to seek admission to more than one degree program at a time (Dual Degree Status), must complete a separate application, pay an additional non-refundable application fee, submit all required credentials, and meet all admission requirements for each academic program to which admission is sought. A student must be admitted to the first program before being considered for admission to a dual degree program. Conditional status is not an admission option for dual degree students. Not all departments may accept a student who is already admitted to another graduate level program. Prior to submitting an Application for Graduate Admission, please check with the academic department(s) of the program(s) in which you are interested. Students who desire a second area of emphasis within their major should notify their advisor(s) after admission.

**Provisional Enrollment** - A student may be admitted as provisional by a degree program after submission of all required application materials when the applicant possesses a baccalaureate degree from an accepted, regionally accredited institution and shows academic promise but does not meet the criteria for full admission. A provisional student must be reclassified as fully admitted no later than the completion of the 12th graduate credit hour. This is accomplished by meeting the conditions established by the academic program and by maintaining at least a 3.0 GPA in courses identified by the program faculty and approved by the appropriate dean.

**Conditional Enrollment** - In some programs, applicants who are not fully admitted may register for courses with conditional enrollment status in the semester for which they have applied for entry based upon submission of (1) a properly completed Graduate Application for Admission form, (2) official undergraduate and graduate transcripts from all institutions attended, including one which certifies the receipt of a bachelor's degree from an accepted, regionally accredited institution, (3) an overall undergraduate GPA of 2.5 on a 4.0 scale, and (4) the appropriate application fee. Applicants who are permitted to enroll for one semester ('enrolled' is defined as registered when a term begins or anytime thereafter) as conditional students (even if they do not attend the classes) are not eligible to register for subsequent terms until they complete all admission requirements and are fully admitted to the requested program. A student cannot be conditionally admitted to multiple programs within one calendar year and cannot be conditionally admitted to the same program, at any time, more than once. Many programs do not accept conditional enrollments and require applicants to be fully admitted before enrolling for courses.

## Admission of International Students

For admission information, please visit [www.marshall.edu/admissions/international](http://www.marshall.edu/admissions/international). Marshall University is approved for attendance of non-immigrant students under the Federal Immigration and Naturalization Act. International student applicants should **NOT** use the application form in this folder.

## Graduate Assistantships and Financial Aid

Graduate assistantships are available in many departments and non-academic units. Information about assistantships may be obtained from the department chairperson, the program director, or the Graduate Dean's office. Graduate assistantships typically include a waiver of part or all of tuition and a stipend. Students seeking Graduate assistantships are encouraged to visit [www.marshall.edu/graduate/graduate-assistantships-2/graduate-assistantship-overview/](http://www.marshall.edu/graduate/graduate-assistantships-2/graduate-assistantship-overview/).

Students interested in work-study opportunities, loans, or other forms of financial assistance based on need should contact the Office of Student Financial Assistance and complete a Free Application for Federal Student Aid (FAFSA). Marshall's Title IV School Code is 003815. Information is available at [www.marshall.edu/sfa/](http://www.marshall.edu/sfa/) or by calling (304) 696-3162 or 1-800-438-5390.

## Housing

Graduate students are responsible for securing their own housing. For more information about housing in the residence halls available to graduate students, please contact the Department of Housing and Residence Life at (304) 696-6765 or 1-800-438-5391 or email: [housing@marshall.edu](mailto:housing@marshall.edu) or visit at [www.marshall.edu/housing](http://www.marshall.edu/housing).

## Special Services

If you seek accommodations for a disability, please contact the Office of Disability Services, Marshall University, One John Marshall Drive, PH 117, Huntington, WV 25755 or call (304) 696-2271 or visit [www.marshall.edu/disabled](http://www.marshall.edu/disabled) for services available.

## Military and Veterans Affairs

Students seeking information about military or veterans affairs, please call (304) 696-5278.

**Information contained in this application folder is designed to assist applicants in completing the Application for Graduate Admission. Refer to the official Graduate Catalog online at: [www.marshall.edu/catalog/graduate-catalogs/](http://www.marshall.edu/catalog/graduate-catalogs/) for complete program information and University policies.**

## GRADUATE ADMISSION CHECKLIST

- Complete, sign, date and return by the deadline both pages of the Application for Graduate Admission and the required, non-refundable fee to:  
Marshall University  
Graduate Admissions Office  
100 Angus E. Peyton Drive • South Charleston, WV 25303-1600
- Applicants must request that an official transcript from the degree granting institution (except Marshall University) be sent directly to the Graduate Admissions Office. Transcripts bearing the stamp “Issued to Student,” mailed or delivered by the student or third-party, and faxed transcripts cannot be accepted. Individual schools or programs may require additional credentials or documentation.
- Have the appropriate testing agency submit your test scores (GRE, GMAT, or MAT) directly to the Graduate Admissions Office.
- If required by your academic major, submit letters of recommendation and other required items to the Graduate Admissions Office.

**Applications are reviewed only after the application fee and all required credentials are received. Applicants with prior University holds or obligations on their records may have delays in application processing.**

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## GENERAL INFORMATION

The main campus of Marshall University, a state university of West Virginia, is located in Huntington, West Virginia, on the Ohio River near the boundary of Kentucky, Ohio, and West Virginia. Graduate programs are offered on the main campus in Huntington, on the South Charleston campus (fifty miles east of Huntington), and at various off-campus locations throughout West Virginia and online world-wide. Some majors are available only in Huntington and some only in South Charleston, while others are available at multiple locations.

Marshall University is accredited by The Higher Learning Commission of the North Central Association, 30 North LaSalle Street, Suite 2400, Chicago, Illinois 60602-2504, telephone 1-800-621-7440. Please refer to the Graduate Catalog for a list of the numerous academic units of the University that have been accredited by specialized accrediting agencies.

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## FOR ADDITIONAL INFORMATION

Requests for additional information not contained in this folder or on the application form should be addressed as follows:

Marshall University  
Dean of the Graduate College  
One John Marshall Drive • Huntington, WV 25755-2100  
email: [graduatecollege@marshall.edu](mailto:graduatecollege@marshall.edu)  
(304) 696-6606

Marshall University  
Graduate Admissions Office  
100 Angus E. Peyton Drive • South Charleston, WV 25303-1600  
email: [services@marshall.edu](mailto:services@marshall.edu)  
(304) 746-1900 or 1-800-642-9842, ext. 61900 • fax: (304) 746-1902

## Other Important Telephone Numbers

Huntington Bookstore .....	(304) 696-3622 or 1-800-547-1262
Bursar .....	(304) 696-6620 or 1-800-438-5389
Financial Aid.....	(304) 696-3162 or 1-800-438-5390
Registrar’s Office .....	(304) 696-6410
Undergraduate Admissions .....	(304) 696-3160 or 1-800-642-3499
Huntington Campus.....	(304) 696-3170 or 1-800-642-3463
South Charleston Campus .....	(304) 746-2500 or 1-800-642-9842



Marshall University • Graduate Admissions Office  
100 Angus E. Peyton Drive • South Charleston, West Virginia 25303-1600  
1-800-642-9842 • (304) 746-1900



# GRADUATE MAJORS AND AREAS OF EMPHASIS

- Please consult the Graduate Catalog or contact a specific academic department for complete information about a program before selecting a major.
- Majors are listed alphabetically and, when applicable, with Area of Emphasis options immediately following in italics. If a major is listed without a code, you must select one of the Area of Emphasis options for that major. Please enter the eight-digit major code on the application form where required. Please review both sides of this insert before selecting a major.
- Program codes are listed alphabetically in the following order: Master's level programs; Educational Specialist programs; Non-Degree programs; Doctoral programs; Graduate Certificate programs; Professional Development programs; Transient program.
- Please review this list and the catalog before selecting a program. Once an admission decision is made for any application, a new application and fee are required in order to apply to another program, regardless of whether the initial application major selection was in error.
- **DEADLINES** – Program-specific deadlines are noted. If a major has a deadline, it typically applies to all areas of emphasis for that major. If no deadline is listed for a major, then the standard semester deadlines apply. The standard semester application deadlines are:  
Fall - AUG 1; Spring - DEC 1; Summer - MAY 1.

## Campus / Program Offerings:

- H – program administered on the Huntington campus
- SC – program administered on the South Charleston campus
- – program offered as a Distance program or as a Distance program in addition to being campus-based; to apply to a Distance program offering, applicants must apply online at [www.marshall.edu/admissions/apply](http://www.marshall.edu/admissions/apply)

MASTER'S DEGREES			MASTER'S DEGREES, Continued		
CODE	MAJOR OR AREA OF EMPHASIS	CAMPUS	CODE	MAJOR OR AREA OF EMPHASIS	CAMPUS
GB900000	<b>Accountancy, M.S.</b>	H/SC	GT700000	<b>Engineering Management, M.S.E.</b>	H/SC
	<b>Adult and Continuing Education, M.S.</b>		GT800000	<b>Environmental Engineering, M.S.E.</b>	H/SC
	<i>Adult Education and Evaluation</i>	●	GTA00000	<b>Mechanical Engineering, M.S.M.E.</b>	H/SC
	<i>Career and Technical Center Teaching</i>	●	GT900000	<b>Transportation &amp; Infrastructure Engineering, M.S.E.</b>	H/SC
GHB00000	<b>Athletic Training, Entry Level, M.S.</b>	H		<b>English, M.A.</b>	H
GS100000	<b>Biological Sciences, M.A.</b>	H	GL400000	<i>Teaching English to Speakers of Other Languages</i>	H
	<b>(Priority - Fall: APR 15 / Spring: NOV 15)</b>		GL40GL41		
GS10GS12	<i>Organismal, Evolutionary and Ecological Biology</i>	H	GT300000	<b>Environmental Science, M.S.</b>	H/SC
GS10GS11	<i>Watershed Resource Sciences</i>	H	GH500000	<b>Exercise Science, M.S.</b>	H
GS200000	<b>Biological Sciences, M.S.</b>	H	GH50GH54	<i>Athletic Training</i>	H
	<b>(Priority - Fall: APR 15 / Spring: NOV 15)</b>		GH50GH57	<i>Cardiometabolic Rehabilitation</i>	H
GS20GS22	<i>Organismal, Evolutionary and Ecological Biology</i>	H	GH50GH58	<i>Exercise Physiology/Human Performance</i>	H
GS20GS21	<i>Watershed Resource Sciences</i>	H	GM600000	<b>Forensic Science, M.S. (Priority - MAR 1: Fall Only)</b>	H
GHC00000	<b>Biomechanics, M.S.</b>	H	GL500000	<b>Geography, M.A.</b>	H
GM500000	<b>Biomedical Sciences, M.S. (JUN 1: Fall Only)</b>	H	GL600000	<b>Geography, M.S.</b>	H
GM50GM5A	<i>Cancer Biology</i>	H	GB200000	<b>Health Care Administration, M.S.</b>	H/SC
GM50GM5B	<i>Cardiovascular Disease, Obesity and Diabetes</i>	H	GH900000	<b>Health Informatics, M.S.</b>	H
GM50GM57	<i>Medical Sciences</i>	H	GL700000	<b>History, M.A. (Fall: MAR 1 / Spring: OCT 1)</b>	H
GM50GM5F	<i>Infectious and Immunological Diseases</i>	H	GL800000	<b>Humanities, M.A.</b>	SC
GM50GM5D	<i>Neuroscience and Developmental Biology</i>	H	GB700000	<b>Human Resource Management, M.S.</b>	H/SC
GM50GM5E	<i>Toxicology and Environmental Health Sciences</i>	H	GT400000	<b>Information Systems, M.S.</b>	H/SC
GB100000	<b>Business Administration, M.B.A</b>	H/SC	GJ100000	<b>Journalism, M.A.J.</b>	H
GB10GB13	<i>Finance</i>	H/SC	GJ10GJ12	<i>New Media Studies</i>	H ●
GB10GB14	<i>Health Care Administration</i>	H/SC	GJ10GJ11	<i>Health Care Public Relations</i>	H
GB10GB15	<i>Human Resource Management</i>	H/SC	GLH00000	<b>Latin, M.A.</b>	H
GB10GB16	<i>Marketing</i>	H/SC		<b>Leadership Studies, M.A.</b>	
GB10GB17	<i>Management</i>	H/SC	GEG0GEG7	<i>Educational Leadership (School Principal)</i>	SC ●
GB990000	<b>Business Foundations</b> (not a degree program)	H/SC	GEG0GEG5	<i>Justice Leadership</i>	SC
GS300000	<b>Chemistry, M.S.</b>	H		<i>Leadership Specialist</i>	●
GM700000	<b>Clinical and Translational Science, M.S.</b>	H	GEP00000	<b>Literacy Education, M.A.</b>	H/SC
GH400000	<b>Communication Disorders, M.S. (FEB 1: Fall only)</b>	H	GS400000	<b>Mathematics, M.A.</b>	H ●
GL200000	<b>Communication Studies, M.A.</b>	H	GS40GS41	<i>Statistics</i>	H ●
GT600000	<b>Computer Science, M.S.</b>	H		<b>Music, M.A.</b>	
	<b>Counseling, M.A.</b>		GF20GF25	<i>Jazz Studies</i>	H
	<b>(Priority - Fall: JUN 1 / Spring: OCT 1 / Summer: MAR 1)</b>		GF20GF23	<i>Music Theory &amp; Composition</i>	H
GE50GE55	<i>Clinical Mental Health Counseling</i>	H/SC	GF20GF24	<i>Music Education</i>	H
GE50GE56	<i>School Counseling</i>	H/SC	GF20GF22	<i>Music History/Literature</i>	H
GS700000	<b>Criminal Justice, M.S. (Fall: JUL 1/Spring: NOV 1)</b>	H	GF20GF21	<i>Applied Music Performance</i>	H
GH300000	<b>Dietetics, M.S.</b>	H		<b>Nursing, M.S.N. (Fall: MAR 15 / Spring: SEP 15)</b>	
	<b>Education, M.A.</b>		GH10GH13	<i>Family Nurse Practitioner</i>	H
GEQ0GEQ1	<i>Early Childhood Education</i>	SC ●	GH10GH11	<i>Nursing Administration</i>	H ●
GEQ0GEQ2	<i>Elementary Mathematics Specialist</i>	SC ●	GH10GH14	<i>Nursing Education</i>	H ●
GEQ0GEQ3	<i>Mathematics through Algebra I</i>	SC ●	GH10GH15	<i>Nursing Midwifery</i>	H
GEQ0GEQ4	<i>Instructional Processes and Strategies</i>	H/SC ●	GH10GH16	<i>Psychiatric Mental Health Nurse Practitioner</i>	H
GEQ0GEQ5	<i>Instructional Technology and Learning</i>	SC ●			
GEQ0GEQ6	<i>Individualized Plan of Study</i>	H/SC ●			
GEQ0GEQ7	<i>School Library Media Specialist</i>	SC ●			
GEQ0GEQ8	<i>Teaching English as a Second Language</i>	SC ●			
GEE00000	<b>Master of Arts in Teaching, M.A.T</b>	H/SC			

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# GRADUATE MAJORS AND AREAS OF EMPHASIS • Continued

MASTER'S DEGREES, Continued			GRADUATE CERTIFICATES		
CODE	MAJOR OR AREA OF EMPHASIS	CAMPUS	CODE	MAJOR OR AREA OF EMPHASIS	CAMPUS
<b>Physical and Applied Science, M.S.</b>			<b>Post-Baccalaureate Graduate Certificates</b>		
GS60GS62	<i>Chemistry</i>	H	GX00GXL3	<i>Appalachian Studies</i>	SC
GS60GS66	<i>Geobiophysical Modeling</i>	H	GX00GXL1	<i>Behavioral Statistics</i>	H/SC
GS60GS63	<i>Geology</i>	H	GX00GXS0	<i>Bioinformatics</i>	H
GS60GS64	<i>Mathematics</i>	H	GX00GXH1	<i>Dietetics Internship</i>	H
GS60GS65	<i>Physics &amp; Physical Science</i>	H	GX00GXJ3	<i>Digital Communications</i>	H
GL900000	<b>Political Science, M.A.</b>	H	GX00GXM0	<i>Digital Forensics</i>	H
GLG00000	<b>Psychology, M.A.</b>	H/SC	GX00GXE2	<i>Early Childhood Education</i>	SC ●
GLG0GLG1	<i>Clinical Psychology (Priority - JAN 31: Fall Only)</i>	H	GX00GXEJ	<i>Elementary Mathematics Specialist</i>	SC ●
GLG0GLG2	<i>School Psychology</i>	SC	GX00GXE7	<i>Family Literacy</i>	H/SC
GLJ00000	<b>Public Administration</b>	H	GX00GXL6	<i>Geospatial Information Science - Basic</i>	H
GHA00000	<b>Public Health, M.P.H.</b>	H	GX00GXLA	<i>Geospatial Information Science - Advanced</i>	H
	<b>Safety, M.S.</b>		GX00GXT2	<i>Information Security</i>	H/SC
GT50GT51	<i>Mine Safety</i>	H	GX00GXEK	<i>Instructional Technology and Learning</i>	SC ●
GT50GT52	<i>Occupational Safety and Health</i>	H	GX00GXJ2	<i>Integrated Strategic Communications</i>	H
GHD00000	<b>Social Work, M.S.W.</b>	H	GX00GXL4	<i>Latin</i>	H
GLB00000	<b>Sociology, M.A.</b>		GX00GXEI	<i>Literacy Education</i>	H/SC ●
	<b>(Priority - Fall: APR 15 / Spring: NOV 15)</b>	H	GX00GXB1	<i>Management Foundations</i>	H/SC
GLB0GLB1	<i>Anthropology</i>	H	GX00GXE5	<i>Mathematics through Algebra 1</i>	SC ●
	<b>Special Education, M.A.</b>		GX00GXJ1	<i>Media Management</i>	H
GEC0GECB	<i>Autism</i>	H	GX00GXED	<i>Post-Baccalaureate Teacher Certificate</i>	H/SC
GEC0GEC9	<i>Deaf and Hard of Hearing</i>	SC	GX00GXEG	<i>Program Evaluation</i>	SC
GEC0GECA	<i>Multi-Categorical Special Education</i>	H/SC	GX00GXL9	<i>Public History</i>	H
GEC0GEC7	<i>Preschool Special Education</i>	H	GX00GXEA	<i>School Library Media Specialist</i>	SC ●
GEC0GEC8	<i>Teaching Visually Impaired</i>	SC	GX00GXE9	<i>Social Service and Attendance</i>	SC
	<b>Sport Administration, M.S.</b>		GX00GXE3	<i>Teaching English as a Second Language</i>	SC ●
GH60GH62	<i>Recreation and Physical Activity</i>	H	GX00GXEH	<i>Violence, Loss, and Trauma Counseling</i>	SC
GH60GH61	<i>Sport Management</i>	H	GX00GXL7	<i>Women's Studies</i>	H
	<b>Technology Management, M.S.</b>		<b>Post-Master's Graduate Certificates</b>		
GT10GT12	<i>Environmental Management</i>	H/SC	GY00GYP1	<i>Clinical Psychology (Priority - JAN 31: Fall Only)</i>	H
GT10GT16	<i>Information Security</i>	H/SC	GY00GYH1	<i>Family Nurse Practitioner</i>	H
GT10GT13	<i>Information Technology</i>	H/SC		<i>(Fall: MAR 15 / Spring: SEP 15)</i>	
GT10GT14	<i>Manufacturing Systems</i>	H/SC	GY00GYH2	<i>Nurse Administration</i>	H
GT10GT17	<i>Pharmacy</i>	H/SC		<i>(Fall: MAR 15 / Spring: SEP 15)</i>	
GT10GT15	<i>Transport Systems and Technology</i>	H/SC	GY00GYH3	<i>Nursing Education</i>	H
				<i>(Fall: MAR 15 / Spring: SEP 15)</i>	
			GY00GYE1	<i>School Principalship</i>	SC ●
EDUCATIONAL SPECIALIST DEGREES					
<b>Education, Ed.S.</b>					
GE20GE25	<i>Counseling</i>	H/SC	<b>PROFESSIONAL DEVELOPMENT PROGRAMS</b>		
GE20GE22	<i>Curriculum and Instruction</i>	SC	GZ96GZ50	<i>Counseling</i>	H/SC
GE20GE2C	<i>Literacy Education</i>	SC	GZ96GZ60	<i>Early Childhood</i>	H/SC
GEF00000	<b>School Psychology, Ed.S.</b>	SC	GZ96GZ80	<i>Elementary Education</i>	H/SC
			GZ96GZG0	<i>Leadership Studies</i>	SC
			GZ96GZB0	<i>Secondary Education</i>	H/SC
			GZ96GZA0	<i>Reading</i>	H/SC
			GZ96GZC0	<i>Special Education</i>	H/SC
NON-DEGREE					
GZ980000	<b>Non-Degree Post-Baccalaureate</b>	H/SC			
	<i>(15 hours maximum)</i>				
GZ990000	<b>Non-Degree Post-Master's</b>	H/SC			
	<i>(Provide proof of master's)</i>				
DOCTORAL DEGREES					
GM400000	<b>Biomedical Sciences, Ph.D.</b>	H			
	<b>(Priority - NOV 15: Summer only)</b>				
GM40GM41	<i>Cancer Biology</i>	H			
GM40GM42	<i>Cardiovascular Disease, Obesity and Diabetes</i>	H			
GM40GM46	<i>Infectious and Immunological Diseases</i>	H			
GM40GM44	<i>Neuroscience and Developmental Biology</i>	H			
GM40GM45	<i>Toxicology and Environmental Health Sciences</i>	H			
	<b>Education, Ed.D.</b>				
GEK00000	<b>Curriculum and Instruction, Ed.D.</b>	SC			
	<b>(Priority - Fall: JUN 7 / Spring: NOV 1)</b>				
GEJO0000	<b>Educational Leadership, Ed.D.</b>	SC			
	<b>(Priority - Fall: JUN 7 / Spring: NOV 1)</b>				
GLF00000	<b>Psychology, Psy.D. (DEC 1: Fall only)</b>	H			
GB800000	<b>Management Practice in Nurse</b>				
	<b>Anesthesia, D.M.P.N.A.</b>	SC			

**Campus / Program Offerings:**

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