

Request for Graduate Non-Curricular Changes

PLEASE USE THIS FORM FOR ALL NON-CURRICULAR CHANGE REQUESTS (changes in admission requirements or requirements for graduation, changes in existing or new policies/procedures, changes in program descriptions in catalog, general language changes in catalog).

SIGNATURES may not be required, depending on the nature of the request and from where it originates. Consult Graduate Council Chair.

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair.
3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: CITE Dept/Division: Engineering

Contact Person: Dr. Eldon R. Larsen Phone: 304-746-2047

Rationale for Request:

We have decided that international students who have received a degree from a university within the United States do not need to satisfy the English language examination requirements required of other international students, as their U.S.A. degree satisfies the need. The Marshall University Admissions Office (Tammy Johnson) and the Graduate Dean (David Pittenger) have agreed to this principle, and both have agreed to the language change presented in this document.

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.

NOTE: all requests may not require all signatures.

Department/Division Chair [Signature] Date 2-22-2018
Summer 2018

Registrar [Signature] Date 2-22-18

College Curriculum Committee Chair [Signature] Date 2/23/18
(or Dean if no college curriculum committee)

Graduate Council Chair _____ Date _____

NOTE: please complete information required on the following pages before obtaining signatures above.

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- 1. Current Catalog Description (if applicable):** Please insert the catalog description from the current catalog for entries you would like to change.

Additionally, to be considered for admission, international students must have an iBT TOEFL score of at least 85 or a Paper-Based TOEFL score of at least 527.

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2. **Edits to current description:** Attach or insert a PDF copy of the current catalog description prepared in MS WORD with strikethroughs to mark proposed deletions and use the highlight function to indicate proposed new text.

Additionally, to be considered for admission, international students must have an iBT TOEFL score of at least 85 or a Paper-Based TOEFL score of at least 527, or hold a degree from an accepted, accredited university within the United States.

NOTE (not part of the catalog change): Tammy Johnson, M.U. Director of Admissions, says that "accepted accredited" = regionally accredited school--the same standard used to accept transfer credit.

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- 3. New Catalog Description:** Provide a “clean” copy of your proposed description without strikethroughs or highlighting. This should be what you are proposing for the new description.

Additionally, to be considered for admission, international students must have an iBT TOEFL score of at least 85 or a Paper-Based TOEFL score of at least 527, or hold a degree from an accepted, accredited university within the United States.

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Please insert below your proposed change information for the Graduate Council agenda.

Type of change request: **Admission requirment**

Department: **Engineering**

Degree program: **M.S.E. (M.S. in Engineering)**

Effective date (fall/spring/summer, year): **Summer 2018**