

**Attachment 4**  
**April 2023**  
**Accelerated Admission Policy**  
**(GC-23-04-17-PC)**

To: Graduate Council  
From: Carl Mummert, Asst. Provost for Graduate Studies  
Date: February 9, 2023  
**Subject: Accelerated Graduate Admissions Procedure - Proposal for Graduate Council**

**Summary**

I would like to propose a change in our graduate admissions procedures to let programs opt in to an accelerated admissions process. In the current process, Graduate Admissions sends a credential sheet for every applicant to the program for their review and signature. In the proposed system, graduate programs could voluntarily opt-in to allow the Graduate Admissions office to immediately accept qualified applicants without requiring a signed credential sheet.

Speed of admissions is particularly important for graduate students who might change their mind or select another school due to a delay. The proposed procedure would speed our admissions process for programs that opt in, avoiding the unavoidable delay when a credential sheet must be signed. Each program would continue to receive credential sheets for all other applicants, allowing full review.

**Eligibility**

To participate, a program must have objective admissions criteria that the Graduate Admissions office can evaluate. Examples of objective credentials include GPA and exam score requirements, and having a undergraduate degree in a particular field. Examples of requirements the Graduate Admissions office cannot evaluate include personal statements and letters of recommendation.

**Accelerated Admissions Process**

For programs that opt in, Graduate Admissions will verify whether each applicant meets the objective admissions criteria for a program. If so, the Admissions office will immediately accept the student and send the application packet to the department, but will not send a credential sheet.

If an applicant does not meet the admissions criteria, or if this is unclear, the Graduate Admissions office will send the application packet and a credential sheet to the department. The department will be able to review all students who do not clearly meet the requirements in the same way they currently do.

**How to opt in**

To opt in, the program director will contact their Dean. The Dean, if supportive, will send an email to Graduate Admissions ([graduateadmissions@marshall.edu](mailto:graduateadmissions@marshall.edu)) and the chair of Graduate Council (Scott Davis, [davis1090@marshall.edu](mailto:davis1090@marshall.edu)) stating the program wishes to opt in. Each program must opt in separately, and programs that do not opt in will not be affected by this proposed procedure.