

### 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: COLA

Dept/Division: Communication Studies

Contact Person: Jill Underhill

Phone: 304-696-3013

Rationale for Request:

The Communication Studies Department is requesting to eliminate the GRE as an admission requirement for our program. We have examined the predictive value of GRE scores versus the performance of students in our program over the past five years and have found that the exam score is not associated with students' overall performance. We have also investigated the admission requirements of similar graduate programs and found that many do not require this exam as a criteria for admission. Therefore, we would like to drop the GRE requirement for our program.

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 *Cam Branner* Date 9/15/17

Registrar \_\_\_\_\_ Date \_\_\_\_\_

College Curriculum Committee Chair \_\_\_\_\_ Date \_\_\_\_\_  
(or Dean if no college curriculum committee)

Graduate Council Chair \_\_\_\_\_ Date \_\_\_\_\_

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

## Request for Graduate Non-Curricular Changes – Page 2

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

### Admission Requirements

Applicants should follow the admissions process described in the Graduate Catalog, or at the Graduate Admissions website at [www.marshall.edu/graduate/admissions/how-to-apply-for-admission](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission). Applicants also:

-must submit GRE scores. GRE scores on the verbal, quantitative, and writing sample sections will be evaluated in conjunction with other application material.

- must have a minimum of a 2.5 GPA on a 4.0 scale for all previously completed undergraduate university work. Students with less than a 3.0 GPA on a 4.0 scale for all previously completed undergraduate university work must attain a 900 score on the verbal and quantitative sections of the GRE (or the equivalent on the revised GRE) and a score of a 4 on the GRE writing sample.

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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.

### Admission Requirements

Applicants should follow the admissions process described in the Graduate Catalog, or at the Graduate Admissions website at [www.marshall.edu/graduate/admissions/how-to-apply-for-admission](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission). Applicants also:

- ~~must submit GRE scores. GRE scores on the verbal, quantitative and writing sample sections will be evaluated in conjunction with other application materials.~~
- must have a minimum 2.5 GPA on a 4.0 scale for all previously completed undergraduate university work. ~~Students with less than a 3.0 GPA on a 4.0 scale for all previously completed undergraduate university work must attain a 900 score on the verbal and quantitative sections of the GRE (or the equivalent on the revised GRE) and a score of 4 on the GRE writing sample.~~

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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.

### Admission Requirements

Applicants should follow the admissions process described in the Graduate Catalog, or at the Graduate Admissions website at:

[www.marshall.edu/graduate/admissions/how-to-apply-for-admission](http://www.marshall.edu/graduate/admissions/how-to-apply-for-admission).

Applicants also must have a minimum 2.5 GPA on a 4.0 scale for all previously completed undergraduate university work.

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

Type of change request: Elimination of GRE requirement

Department: Communication Studies

Degree program: Master of Arts in Communication Studies

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