ADMISSION INFORMATION

 Detailed information and admission applications can be found on the Admission website.

 UNDERGRADUATE ADMISSION POLICIES

 Undergraduate Students

 Students desiring admission to an undergraduate program should submit the appropriate application materials to the Admissions Office. Students should arrange to have all necessary high school and college transcripts sent directly to the Admissions Office from each institution previously attended. All credentials submitted for admission become the property of the university and are not returnable or transferable. The university reserves the right to change, without notice, any admissions procedures described in the University Catalog.

 Appealing an Admission Decision

 Students not admitted to the Kent Campus may appeal the admission decision by contacting their personal admission counselor. To appeal an admission decision a student should be prepared to submit new information (e.g., improved GPA, test scores, letters of recommendation, personal essay outlining extenuating circumstances).

 Change of Admit Term

 Admission to Kent State University is valid only for the specific term to which students are admitted. Students who want to begin their enrollment in a different term than they were admitted must contact the Admissions Office to request a change of admit term.

 Destination Kent State: New Student Orientation

 Admitted Kent Campus first-year students and their parents are invited to campus for a one-and-a-half day orientation to Kent State. The primary goals of Destination Kent State: New Student Orientation are to acquaint students and parents with university programs and services, provide an individual advising session for each student and register students for classes. New summer and fall semester first-year students are invited to campus to participate in this program over the summer. New spring semester first-year students are invited for academic advising and registration for spring classes in November and January.

 First-Year Students

 Students who have not attended any other educational institution after graduating from high school should apply to be admitted as first-year students. Students who have taken college credit while in high school, but have not attended any other educational institution after graduating from high school, should apply to be admitted as first-year students.

 Admission Requirements at the Kent Campus

 First-year admission to the Kent Campus is selective. Admission decisions are based upon the following: cumulative grade point average (GPA), strength of high school college preparatory curriculum, and grade trends.

 The university affirmatively strives to provide educational opportunities and access to students with varied backgrounds, those with special talents, and adult students who graduated from high school three or more years ago.

 Application requirements

 Application

 First-year students can apply by submitting an application online through the Admissions Office website. Students may submit either the Kent State application or the Common Application.

 Application Fee

 The Admissions Office must receive a non-refundable application fee, or fee waiver, before processing the application.

 Transcripts

 First-year students applying for admission to Kent State must submit an official high school transcript. Applicants must contact their high school to request an official transcript of their entire curriculum. If an applicant has attended multiple secondary schools, transcripts are required from each school attended (or the results from a diploma equivalency examination) to be considered for admission.

 For a transcript to be considered official, it must be sent directly from the school to the Kent State Admissions Office. The school counselor or other school official may submit the transcript through a secure electronic provider, email (transcripts@kent.edu) or mail.

 A final high school transcript verifying graduation, or a diploma equivalency score report, is required for both enrollment and for dispersing financial aid at Kent State University. Admitted students must submit a final high school transcript, bearing diploma conferral, prior to the start of the term to which they were admitted.

 Optional - Test Scores

 Kent State University offers test optional admissions. A test optional policy means applicants are not required to submit a standardized test score (ACT/SAT) to be considered for admission. The absence of test scores will not hinder an applicant’s potential to be admitted.

 Applicants are welcome to submit test scores if they choose. If test scores are submitted the scores will be considered as one of many factors in a holistic review of the application.

 ACT or SAT scores should be reported to Kent State University directly from the testing agency. Students should use the following ACT codes based on the campus to which they plan to be admitted:

 - Ashtabula Campus (3773)
 - East Liverpool Campus (3225)
 - Geauga Campus (3224)
 - Kent Campus (3284/SAT 1367)
 - Salem Campus (3354)
 - Stark Campus (3226),
 - Trumbull Campus (3343),
 - Tuscarawas Campus (3361)

 Admission Requirements at Regional Campuses

 Admission to the Regional Campuses is handled through the Admissions Office at any of the seven regional campuses. Admission is open to anyone with a high school diploma or its equivalent. In some instances, selective programs may require applicants to submit additional materials to meet certain criteria. Each regional campus has staff members available to discuss admissions, financial aid opportunities and programs with prospective students.
Registration dates, times, procedures and access methods mirror those of the Kent Campus. Registration information at a particular campus can be obtained from that campus. Because the seven regional campuses and the Kent Campus comprise one university system, access and mobility among the campuses is encouraged and facilitated. Even so, there are some differences between the Kent Campus and the regional campuses in first-year and transfer admission requirements.

Holistic Review
Kent State reviews applications holistically. Rather than disproportionately focusing on one factor, the Admissions Office carefully reviews each applicant based on multiple factors, including cumulative grade point average (GPA), strength of high school preparatory curriculum, grade trends, and special talents or passions. Students applying for admission are not required to submit standardized test scores (ACT or SAT). This policy aligns with our admissions philosophy of holistic review, supports the university’s strategic plan on access, and reflects the most current data analysis regarding the use of testing in admission. The best indication of whether a student will be successful at Kent State University is their academic performance in high school—the grades they earn and the rigor of their coursework.

Home-Schooled Student
Kent State welcomes applications from home-schooled students. Students who are home-schooled may submit an equivalent diploma through a successful General Educational Development (GED) examination or submit the following information for admission consideration:

1. Written verification from the appropriate school district that the student has been excused from compulsory attendance for home education. Students applying from states that do not require school districts to issue a verifying statement may have this requirement waived.
2. A portfolio of the student’s work reflecting all secondary coursework completed.

Students should complete a program of study that covers the material in the full college preparatory program recommended by the Ohio State Board of Education. Non-Ohio students should submit appropriate supporting documents as required by their home state. Please contact the Admissions Office for further details.

Major and Program Specific Requirements
Some academic programs may have additional application requirements. Individual requirements for these programs are listed under the respective departments in the University Catalog. Students interested in these special admission programs should apply one year prior to the date of anticipated enrollment. Even though some of these programs do not have an early application deadline for fall semester, students who apply early will receive priority consideration. Specific questions about these programs can be directed to the Admissions Office, colleges or the individual departments or schools.

Pre-Admissions Review
Kent State is committed to ensuring a safe and secure learning environment for students, faculty, staff, and guests of the university. Applicants are required to answer questions related to pending felony charges, felony convictions, and dismissal or suspension from previous educational institutions for non-academic reasons. Answering ‘Yes’ does not automatically preclude admission to Kent State but will require applicants to complete a Personal Explanation Statement and provide supporting documentation for review by the pre-admissions committee to determine eligibility for admission.

Referred to Regional Campus
Students not admissible to the Kent campus may be administratively referred to a regional campus to which they are eligible for admission. When completing an application students should select a secondary campus for which they would like to be considered for admission.

Students not meeting the first-year admission criteria for the Kent Campus who wish to enter the Kent State University system must enroll for at least one semester at a regional campus. Enrollment at the regional campuses permits students to take advantage of smaller class sizes, more individualized advising services, and a wider range of developmental programs.

For the referred first-year or transfer student who enrolls at a regional campus to obtain the best possible foundation for academic success, the student must complete the following minimum academic achievements before becoming eligible to enroll at the Kent Campus:

1. Successfully complete all developmental coursework as prescribed by placement testing and an academic advisor.
2. Successfully complete 12 credit hours of college-level coursework (not including any coursework considered developmental).
3. Achieve a minimum 2.000 overall GPA.

Students are strongly encouraged to work closely with their academic advisor in planning for the transition to the Kent Campus.

Transfer Students
Students who have attended any other educational institution after graduating from high school must apply as undergraduate transfer students.

Admission Requirements
Generally, transfer applicants who have taken at least 12 credit hours of non-remedial/developmental coursework with a minimum 2.000 overall GPA as computed by Kent State University (on a scale of 4.000) may be admitted to the university. Applicants who have taken fewer than 12 credit hours will be evaluated on both their collegiate and high school records. Applicants who have been dismissed from another college or university will not be considered for admission unless the applicant is eligible to return to that previous institution, has been out of college at least 12 consecutive months since the dismissal, or has completed at least 12 credit hours of credit at another institution with a minimum 2.000 overall GPA (on a scale of 4.000).

Application Requirements
Prospective transfer students are encouraged to apply before their junior year in college. Students applying just prior to, or after, the junior year must declare a major and a minor (if required) and should consult with the appropriate academic division concerning the suitability of their preparation for their major.

Application
Transfer students can apply by submitting an application online through the Admissions Office website. Students may submit either the Kent State application or the Common Application.

Application Fee
The Admissions Office must receive a non-refundable application fee, or fee waiver, before processing the application.

Transcripts
Transfer students are required to list on the application each post-secondary institution attended, whether or not credit was earned, and submit official transcripts from each institution. Questions regarding transcript requirements should be directed to the Admissions Office prior to application. Failure to comply with transcript requirements represents falsification of the application and will result in appropriate disciplinary action.

For a transcript to be considered official, the transcript must be sent directly from the originating institution to the Kent State Admissions Office through a secure electronic provider, email (transcripts@kent.edu) or mail.

A final high school transcript verifying graduation, or a diploma equivalency score report, is required for transfer students with fewer than 12 credit hours of non-remedial/developmental coursework earned at other colleges or universities after graduating from high school. The Admissions Office reserves the right to require submission of a high school transcript, or a diploma equivalency report, for a variety of reasons prior to enrollment or dispersing financial aid.

Application Deadlines
Transfer applications are reviewed on a rolling basis. Early application helps ensure early consideration for course registration, residence hall preference and financial aid. Therefore, the best time to apply is at least six months prior to anticipated enrollment, although some selective programs may have different deadlines.

Refer to the policy on Transfer of Undergraduate Credit in the University Catalog.

Adult Students
Undergraduate students who are 21 years or older and will have been graduated from high school for three or more years at the time of their first college enrollment are considered freshman adult students. Other students classified as adult students fit these criteria and also have earned a General Education Development (GED) credential and whose high school class will have been graduated for three or more years at the time of their first enrollment.

Adult students who have earned previous credits at any post-secondary institution are considered transfer students. Official transcripts from each school attended must be provided for admission consideration. For adult students who have completed 12 or more semester hours of college credit, a high school transcript is not required. Refer to the policy on Transfer Undergraduate Student in the University Catalog for more information.

Prospective and admitted adult students should contact the Center for Adult and Veteran Services for counseling and help with procedures.

Former Students
Kent State University undergraduate students who withdrew from or left the university in good standing, or who left on academic probation and in the interim have not attended another post-secondary institution, do not need to apply for readmission. These students should contact the Office of the University Registrar for current enrollment and registration procedures. Students who have attended another institution since leaving Kent State will be required to apply for admission as transfer students, submit official transcripts and pay the non-refundable application fee. The Center for Adult and Veteran Services provides general advising, information, referrals and assistance for undergraduate students who meet the “adult student” criteria.

For information concerning former undergraduate students who have been dismissed from the university, refer to the policy for Dismissal, Appeal and Reinstatement in the University Catalog.

Guest Students
Admission as a guest student enables students to take a limited number of courses for credit. To be admitted in this category, undergraduate students must have graduated from high school, obtained a GED certificate or achieved the equivalent; and graduate students must have earned a bachelor’s degree. Guest students typically take courses for job or personal achievement. Students pursuing a degree at another institution may apply as a guest student.

Guest students may remain in this status until no more than 18 semester hours at the undergraduate level or 6 semester hours at the graduate level of Kent State University credit have been attempted. Students cannot earn a degree or certificate in this admission status. Guest students who wish to pursue a degree or certificate program or continue after 18 semester credit hours (undergraduate) or 6 semester credit hours (graduate) have been attempted must apply for regular admission. Credit hours taken in this status may apply to a degree or certificate program with the approval of the college dean.

Guest students must meet all prerequisites for courses (or obtain permission of the instructor). Graduate guest students must also obtain approval from the corresponding program coordinator.

Individuals who have been denied admission to or are under dismissal from Kent State are not eligible for guest student status. Guest students are not eligible for financial aid.

Home-Schooled Students
Kent State welcomes applications from home-schooled students. Students who are home-schooled may submit an equivalent diploma through a successful General Educational Development (GED) examination, or they may submit the following information for admission consideration:

1. Written verification from the appropriate school district that the student has been excused from compulsory attendance for home education. Students applying from states that do not require school districts to issue a verifying statement may have this requirement waived.
2. A portfolio of the student’s work reflecting all secondary coursework completed.

Students should complete a program of study that covers the material in the full college preparatory program recommended by the Ohio State Board of Education. Non-Ohio students should submit appropriate supporting documents as required by their home state. Please contact the Office of Admissions for further details.

Non-Degree Students
Admission as a non-degree student enables students to take a limited number of courses for credit (either full time or part time). Students in this status are not seeking a degree, but may wish to earn a certificate
or take courses for job achievement, personal enrichment, intellectual curiosity or other personal reasons. Students cannot earn a degree in the non-degree status.

Application for undergraduate non-degree status should be made through the Office of Admissions. A non-refundable application fee is required. Admission is based on the same criteria detailed in the University Catalog for undergraduate or transfer students, whichever is appropriate.

Undergraduate non-degree students may remain in this special status for one academic year or until a maximum of 45 semester credit hours is earned. Should non-degree students wish to pursue a degree, they may, prior to or upon earning 45 semester credit hours, apply to any undergraduate division of the university. Admission to a degree program, however, is based upon the admissions requirements established by each academic department or school.

Non-degree students must meet all prerequisites for courses (or obtain permission of the instructor). All fees, deadlines and performance standards for degree students apply to non-degree students.

Post-Undergraduate Students
Those who have received a bachelor's degree from an accredited college or university other than Kent State University and who wish to take undergraduate courses at Kent State may apply as post-undergraduate students. Kent State graduates who have taken coursework elsewhere since leaving Kent State are also considered post-undergraduates. Baccalaureate graduates of Kent State University who have not attempted subsequent college work do not need to reapply to the university but do need to declare their intent to the Office of the University Registrar. Typically, post-undergraduate students take undergraduate courses to pursue a certificate or an additional baccalaureate, to prepare for graduate school or to enrich themselves personally or professionally.

A post-undergraduate application is available online on the Admissions website. Kent State requires a non-refundable application fee and official transcripts from all colleges or universities attended.

Transient Students
Students pursuing a degree at another institution may apply as transient students to Kent State. Such students must be in good standing. Transient undergraduate students must possess a minimum 2.000 GPA (on a scale of 4.000) to be eligible for admission. The transient permission form must be certified in writing by the registrar or college dean of the institution where the students are enrolled. Graduate students may obtain a Graduate Transient Certification of Good Standing form on the Division of Graduate Studies website.

Transient status is for one semester only. Students wishing to attend more than one semester must reapply. Returning transient students must be in good academic standing at Kent State. A non-refundable transient student fee will be assessed for each transient admission. An ID card may be obtained through the FLASHcard Office in the Kent Student Center.

Kent State undergraduate students wishing for take coursework at another institution should refer to the policy on Transfer of Undergraduate Credit in the University Catalog.

Transient International Visiting Graduate Students
Students who are in good standing in a graduate degree program at a university abroad may be admitted as transient students at Kent State University to take coursework that may apply to their degree program.

Steps for approval:
1. Complete the International Transient Certification of Good Standing form, which will be processed through the Office of Global Education, 106 Van Campen Hall.
2. Submit a request letter from the advisor at the home institution certifying that the student is in good standing.
3. Submit a letter of acceptance from a Kent State faculty member.
4. Receive approval by the department/school graduate program committee and by the college dean.

International transient students are allowed to work using Kent State facilities for maximum 12 months. Students may also register for research hours or for regular courses not to exceed a total of 12 credit hours over the visiting period. Tuition will be paid by students’ home institution or by a Kent State grant. Students will be identified as full time.

Veteran Students
Ohio veterans of the Armed Services who did not graduate from an accredited high school and who are 21 years of age or older will be considered by Kent State University if they have passed the General Educational Development (GED) examination. Certain training courses provided in the Armed Services may be acceptable for college credit. Certificates of completion for such courses should be submitted to the Office of Admissions for consideration.

Veterans may also seek assistance with pre-admission counseling through the Center for Adult and Veteran Services.

GRADUATE ADMISSION POLICIES
Graduate Students
Kent State University is an access institution and has an important role to play in making sure its graduate programs are open to applicants who desire to pursue them. Applicants are evaluated based on both past academic performance and potential for continued achievement. In all cases, a combination of quantitative and qualitative measures is assessed. Credentials indicating an ability to succeed in graduate-level work may include overall and major grade point average (GPA), caliber of prior institutions attended, progression of academic performance over time, written communication skills, recommendation letters, relevant work experience, indices of leadership, prior research experience and correspondence between research interests and available faculty expertise.

Refer to the end of this section for admission procedures for the College of Podiatric Medicine.

Minimum Qualifications For Admission
1. A bachelor’s degree from an accredited college or university. If applicant attended a non-U.S. college or university, the degree must have been received from a recognized institution where the requirements for the bachelor’s degree are similar to those at Kent State University, as determined by Kent State’s Office of Global Education.
Admission is normally assigned for one or more of the following reasons: their ability to satisfactorily complete graduate level work. Conditional admission provides applicants with an opportunity to compensate for any deficiencies and to demonstrate the student’s ability to handle graduate-level work. These might include experiences that are clearly indicative of strong academic ability.

The purpose of conditional admission is to provide applicants with an opportunity to compensate for any deficiencies and to demonstrate the student’s ability to handle graduate-level work. These might include strong performance on standardized tests, GPA in the major and/or other experiences that are clearly indicative of strong academic ability.

Conditional Admission

The purpose of conditional admission is to provide applicants with an opportunity to compensate for any deficiencies and to demonstrate the student’s ability to satisfactorily complete graduate level work. Conditional admission is normally assigned for one or more of the following reasons:

1. Applicant does not meet minimum university/program requirements. The conditions are determined by the applicant's program/college. Normally, conditions will include the successful completion of specified graduate coursework and/or the achievement of a specified first semester GPA. A statement of the conditions of admission, as well as the rationale for conditional admission, will be sent to the student in writing by the academic college. Monitoring the student's success in meeting specified conditions is the responsibility of the program.

2. Applicant does not have expected academic background in the field of proposed graduate study. The conditions are determined by the applicant's program/college. Normally, the conditions will include the successful completion of specified undergraduate coursework. A statement of the conditions of admission, as well as the rationale for conditional admission, will be sent to the student in writing by the academic college. Monitoring the student's success in meeting specified conditions is the responsibility of the program.

3. Applicant does not meet minimum English proficiency requirements. A statement of the conditions of admission will be included in the student's letter of admission. Conditions include the successful completion of English as a Second Language (ESL) courses and proof of English proficiency. Enrollment in ESL courses does not assure admission to an academic program. ESL faculty members are responsible for monitoring the student's conditions.

It is recommended that students who are admitted conditionally do not enroll in more than 9 credit hours during their first semester of enrollment.

Students admitted conditionally must satisfactorily complete the conditions of admission as prescribed by the academic program to which they are admitted and maintain a 3.000 overall GPA in the first 9 credit hours of graduate coursework attempted.

Required Application Materials For Admission

- Online application and non-refundable application fee.
- Copy of official transcripts from the college or university that conferred a bachelor’s degree (or equivalent) and any further degree(s) earned. Additional transcripts, official or unofficial, may be required. Scanned copies of official transcripts may be uploaded as PDF files in the electronic admission application.
  - Applicants previously enrolled at Kent State do not need to submit the Kent State transcript. The Admissions Office will obtain the Kent State transcripts on the applicants behalf, as long as Kent State is listed as a previous institution on the admission application. Applicants must still submit transcripts for all post-secondary work done elsewhere.
  - Students offered admission to Kent State University will be required to submit official transcripts from the college or university that conferred any degree, undergraduate or graduate. The offer of admission will be considered "Provisional" until all required official transcripts are received by Kent State University.
  - The Admissions Office is responsible for monitoring receipt of official transcripts. If official transcripts are not received by the Admissions Office by the second week of students’ first semester of attendance, a registration hold will be placed on their records. Students will not be able to register or adjust their course schedule until all official transcripts have been received.
  - Any significant discrepancies found between student- provided unofficial transcripts and official transcripts will be grounds for dismissal.

- Letters of recommendation. Most programs require three letters, although some programs require two. The letters should be completed by persons who are familiar with the applicant’s educational goals and professional and/or academic ability.
- Proof of English proficiency. All applicants whose education has been primarily outside the United States must have objective evidence of proficiency in the English language. Exceptions may be granted for applicants who have completed their education in a primarily English speaking country/territory. Refer to individual program admission criteria in the University Catalog for minimum test score requirements and applicable exceptions.
- Test Scores. As an access institution, Kent State University does not require the Graduate Record Exam (GRE) or the Graduate Management Admission Test (GMAT) for graduate admission. However, a graduate program may require a GRE or GMAT score as part of its admissions criteria if it is deemed necessary. Refer to individual program admission criteria in the University Catalog for any minimum test score requirements.
• Additional materials as required by the graduate program to which the individual is applying.

Once received, all application materials become the property of Kent State University and will not be returned. Application materials are kept for a period of one year from the date the completed online application form is submitted. After that time, materials will be destroyed. Applicants interested in admission after one year will need to reapply and submit a new application fee.

Multiple Applications
If an applicant chooses to apply to more than one graduate program, the applicant must submit a separate application and application fee for each program. Contact the Division of Graduate Studies to have application materials applied to more than one application. Applicants may be required to submit additional materials. Refer to individual programs in the University Catalog for required application materials.

Deadlines For Admission
For timely consideration of the application, it is recommended applicants submit a complete application at least one month before the start of the semester of first coursework. Some programs may have much earlier deadlines. Refer to individual programs in the University Catalog for their deadlines.

Application Procedures
Domestic Applicants
Domestic applications are received and processed by the Admissions Office. All transcripts, letters of recommendation, goal/purpose statements, vita/résumés and other required materials as specified by the program must be sent to gradapps@kent.edu or Division of Graduate Studies, Office of Graduate Admissions, PO Box 5190, Kent State University, Kent, OH 44242.

After completing the online application form, applicants will receive notification via e-mail that the application was received. Applicants can also view the status of their submitted application using the Login ID and PIN that they created to complete the application. The Admissions Office will send applicants periodic e-mail reminders regarding any required application materials that have yet to be received.

Once all required application materials are received, the completed application form and materials are electronically forwarded to the respective program for review. The program’s review committee then forwards its recommendation for admission or denial to the academic college dean. The dean’s final admission decision is sent to the Division of Graduate Studies where it is documented on the applicant’s record. The official admission decision letter is sent by the dean of graduate studies. Individual programs may send additional information to applicants, such as information about a graduate assistantship. If accepted for admission, the Office of Global Education will issue the form I-20 or DS-2019.

International students may enroll at Kent State University only if they have been admitted to a degree program, certificate program or post-baccalaureate teacher education program. The form I-20 (required to obtain F-1 immigration status) or the form DS-2019 (required to obtain J-1 immigration status) is issued only after the application is complete, all documents are properly verified, the applicant is admitted to a program and proof of funding is received.

Fraudulent Records
Any transcripts, certificates, translations or examination results that appear irregular will be verified with the appropriate school or examination authorities, and the application process will be delayed until verification is received. If it is determined that an applicant has submitted false records or omitted information about previous school attendance, the application will be denied, and legal action may be taken.

Change Of Application Term
Applications and application materials are valid for one year only. Applicants may change the term of their application to a later term within one calendar year from the date the completed online application form was submitted. To be considered for admission during a different term, contact the Division of Graduate Studies to have the term of application changed. Some programs admit only one term per year. Refer to individual programs in the University Catalog for the term(s) during which they will consider admission. Applicants interested in admission after one year will need to re-apply and submit a new application fee.

Defer Enrollment
Admitted students are expected to enroll in and attend courses during the term of their admission. Students may defer the term of enrollment to another term within one calendar year from the term of admission. Initial enrollment beyond one year is not permitted. To defer enrollment to a later term, contact the Division of Graduate Studies.
have not enrolled in and attended courses within one calendar year of admission will need to re-apply and submit a new application fee.

**College Of Podiatric Medicine**

Kent State University’s College of Podiatric Medicine adheres to the admissions policies set forth by the American Podiatric Medical Association. For the college’s admissions procedures and requirements, visit the College of Podiatric Medicine website. Applicants to the Doctor of Podiatric Medicine degree will need to apply through the American Association of Colleges of Podiatric Medicine Application Service.

**Former Students**

Kent State University graduate students who withdrew from or left the university in good standing will be required to re-apply for admission and pay the non-refundable application fee. Refer to the policy for Enrollment - Graduate in the University Catalog for more information.

For information concerning former graduate students who have been dismissed from the university, refer to the policy for Academic Standing - Graduate Student in the University Catalog.

**Non-Degree Students**

Admission as a non-degree student enables students to take a limited number of courses for credit (either full time or part time). Students in this status are not seeking a degree, but may wish to earn a certificate or take courses for job achievement, personal enrichment, intellectual curiosity or other personal reasons. Students cannot earn a degree in the non-degree status.

Application for graduate non-degree student status should be made through the Division of Graduate Studies. Students who plan to pursue a graduate certificate program must apply as a non-degree student, unless they are already in a concurrent degree program. Admission is based on the same criteria detailed in the Admission of Graduate Students policy in the University Catalog.

Graduate non-degree students must register for coursework within one year after the admission date. Admission of students who do not register within one year will be inactivated. Reapplication must be made if students desire to register for coursework at this time. Once registered, graduate non-degree students may continue to take courses for six years. Six years after the first registration, non-degree students will be inactivated and must reapply for admission if continued registration in graduate coursework at Kent State University is desired. Anyone who has been denied admission to graduate studies, or is under dismissal from the university, is not eligible for graduate non-degree student status.

Graduate non-degree students who wish to pursue a degree must apply for admission to the degree program. A maximum of 12 semester credit hours taken as a non-degree student may be petitioned to satisfy requirements of a degree program. A petition for transfer of credit must receive approval of the department or school and the college dean. Note that some departments and schools will not accept any credit hours for transfer.

Non-degree students must meet all prerequisites for courses (or obtain permission of the instructor). In addition, graduate non-degree students must obtain approval from the corresponding graduate program coordinator to register for graduate courses. Students may not transfer in credit earned at another university while in non-degree status.

All fees, deadlines and performance standards for degree students apply to non-degree students.

**Non-Traditional Master’s Degree Students**

In rare instances, persons who have not completed a baccalaureate will be considered for admission to the appropriate graduate unit due to unusual and exemplary experiential learning.

Such applicants may apply for admission by presenting for departmental consideration a curricular plan encompassing undergraduate and graduate coursework to achieve a liberal educational background and professional graduate degree and three letters of recommendation attesting to their potential for graduate study. Upon departmental recommendation and the approval of the college dean, applicants will be admitted to undertake graduate work.

Upon successful completion of the curricular plan and the particular master’s degree requirements, the students will be awarded the master’s degree.

**Transient Students**

Students pursuing a degree at another institution may apply as transient students to Kent State. Such students must be in good standing. Transient undergraduate students must possess a minimum 2.000 GPA (on a scale of 4.000) to be eligible for admission. The transient permission form must be certified in writing by the registrar or college dean of the institution where the students are enrolled. Graduate students may obtain a Graduate Transient Certification of Good Standing form on the Division of Graduate Studies website.

Transient status is for one semester only. Students wishing to attend more than one semester must reapply. Returning transient students must be in good academic standing at Kent State. A non-refundable transient student fee will be assessed for each transient admission. An ID card may be obtained through the FLASHcard Office in the Kent Student Center.

Kent State undergraduate students wishing for take coursework at another institution should refer to the policy on Transfer of Undergraduate Credit in the University Catalog.

**Transient International Visiting Graduate Students**

Students who are in good standing in a graduate degree program at a university abroad may be admitted as transient students at Kent State University to take coursework that may apply to their degree program.

Steps for approval:

1. Complete the International Transient Certification of Good Standing form, which will be processed through the Office of Global Education, 106 Van Campen Hall.
2. Submit a request letter from the advisor at the home institution certifying that the student is in good standing.
3. Submit a letter of acceptance from a Kent State faculty member.
4. Receive approval by the department/school graduate program committee and by the college dean.

International transient students are allowed to work using Kent State facilities for maximum 12 months. Students may also register for research hours or for regular courses not to exceed a total of 12 credit
hours over the visiting period. Tuition will be paid by students’ home institution or by a Kent State grant. Students will be identified as full time.

INTERNATIONAL PATHWAY PROGRAM

International students whose English proficiency is below the university minimum but are otherwise admissible may be admitted to Kent State’s International Pathway Program. To be eligible, applicants must meet one of following English proficiency requirements based on degree level:

**Undergraduate Degree Level**

- TOEFL 54
- IELTS 5.0
- Duolingo English 75
- Completion of ESL Center Level 6

**Graduate Degree Level**

- TOEFL 61
- IELTS 5.5
- Duolingo English 90
- Completion of ESL Center Level 8

In addition to English proficiency, international pathway applicants must meet all other admission requirements outlined in this section of the University Catalog depending on their level, student type and program. Refer to the Admission Section for more information on criteria for admission and application procedures, including deadlines.