10% Conditional Admissions Policy for Master’s Applicants
FAQs

Who is eligible for the 10% conditional admission policy?
Only Master’s applicants whose upper-division undergraduate coursework GPA (UG60) does not meet the minimum 3.0 university requirement and any other unit-specific admission requirement (as specified in the Graduate Catalog) including GRE score requirements.

When can we start admitting applicants based on the 10% policy?
You can begin admitting Master’s applicants based on the 10% policy for Spring 2015.

Can we use the 10% policy to admit doctoral applicants?
No. This policy applies to the admission of Master’s applicants only.

What admissions requirements are eligible under the 10% policy?
   i) GPA is below the minimum 3.0 university requirement
   ii) any other unit-specific admission requirement (as specified in the Graduate Catalog) including GRE score requirements

What admissions requirements are ineligible under the 10% policy and therefore still require a petition to UGS for exception to the graduate requirements?
   i) applicant does not meet the TOEFL requirement
   ii) applicant has graduated from any non-accredited institution
   iii) applicant has not earned the equivalent of a US Bachelor’s degree

Can we admit international F-1 Student Visa applicants under the 10% conditional admission policy?
Yes, you can admit international F-1 applicants under this policy. However, international students must still meet the minimum TOEFL score. UGS urges caution in admitting international students into the 10% pool because, unlike domestic students, they only have one semester to meet their condition since they must register for 9 credits to be full time.

Can we still admit students under the previous conditional 2 term admission policy?
No. The condition 2 term admission policy is being replaced by the 10% policy. When you enter your admission recommendation in PantherSoft, you will no longer see the option for 2TRM. Instead, you will see the option of TENP.

What happens to those applicants we have already admitted under the conditional 2 term policy for Spring 2015 term or future terms?
You may keep them as conditional 2 term admits or, if you want to switch their admission to the new policy, send the name/s to your graduate admissions evaluator. The evaluator will contact these students to request their permission to cancel the 2 term admission and reissue their admission letter under the new 10% policy.

How will I ensure, as GPD/Chair of my program, that we do not exceed the 10% limit?
The GPD/Chair should estimate the total number of applicants that will be admitted in the program based on previous years’ admissions numbers and current needs. Based on this estimate, the GPD/Chair should admit applicants under the 10% policy in real time (for every 10 applicants admitted, 1 can be admitted under the 10% policy).
Who will monitor the number of applicants admitted under this mechanism?
Both the unit and UGS will be responsible for tracking the number of students admitted under this mechanism. The tracking will occur in real time: for every 10 applicants admitted during a given academic year, one applicant will be allowed to be admitted under this mechanism. UGS will provide the departments with an on-demand query which tracks the 10% admission pool.

Can I exceed the 10% this year for our program and make up for the difference next year?
No. The 10% allowance applies to the total number of applicants admitted in one academic year.

If we reach our 10% limit, can we petition UGS to fully admit applicants who should be admitted using the 10% policy?
No. UGS will not accept petitions for full admission of applicants who qualify for the 10% policy.

If we admit less than the 10% limit, can we use the remaining slots for the next year?
No. The 10% limit applies to the total number of applicants admitted in one academic year and cannot be rolled over to the next year.

What is the definition of “academic year” in terms of the semesters?
For Board of Governor’s reporting purposes, we consider the academic year to start in the summer and end in the spring of the following year. For example, the 2015-16 academic year is defined as Summer 2015, Fall 2015 and Spring 2016.

Will UGS still need petitions requesting exceptions to any of our admissions criteria?
Yes, petitions will still need to be submitted for the following criteria, which are not eligible under the 10% policy:
   i) applicant does not meet the TOEFL requirement
   ii) applicant has graduated from any non-accredited institution
   iii) applicant has not earned the equivalent of a US Bachelor’s degree

Do those admissions approved through petitions count toward the 10% pool?
No. They are not counted in the 10% pool. The petition process justifies a full admission to the program and therefore is not considered a conditional admission.

We typically have fewer than 10 students admitted each year. How does this 10% policy benefit us?
Units that admit fewer than 10 students per academic year will be allowed to admit 1 student under this policy.

What conditions do students admitted under the 10% policy need to meet in order to be fully admitted?
The student must earn a 3.0 GPA upon completion of their first 9 graduate credits within one year of being admitted, i.e. within 3 consecutive semesters. In the case of International F-1 students, however, they only have one semester to meet their condition since they must register for 9 graduate credits to meet the full time requirement.

How does UGS determine if the student has met the condition to be fully admitted to the university?
Every semester after grades are posted, the graduate admissions evaluator for your program will run a report to see who has reached the 9 credit milestone and whether the student’s GPA in graduate coursework meets the 3.0 requirement. If the student has taken more than 9 graduate credits in the semester, the total of all graduate credits taken will be counted towards the GPA requirement.

What is the timeframe for students to meet the conditional admission requirement?
Students have three consecutive semesters, one year, to meet the requirement, except for international students who only have one semester since they must be full-time and, therefore, be enrolled in 9 graduate credits.

What courses can be taken to satisfy the conditions for admitting students?
Only graded graduate courses will be taken into consideration. Even if the student takes Pass/Fail courses, the 9 credits must be from graded graduate courses.

For students who do not meet the condition to be fully admitted and are subsequently dismissed, can the department petition UGS to have the student reinstated for the next semester?
No, UGS will not consider petitions to have the student reinstated.

Who do I contact if I have further questions?
Please contact your graduate admissions evaluator.