

## Graduate Opportunities at The College of New Jersey

Students are offered opportunities to earn master's degrees in more than 20 fields of study, to gain certification in professional areas, to update and renew themselves professionally or personally through specific courses, and to address contemporary issues or problems in a specific field. Basic to all graduate programs and courses is the College's purpose to develop in each graduate student the skills, knowledge, and commitment to function as a problem-solver and an agent of change.

### Admission to Graduate Study

#### Admission Standards

Admission to graduate study at The College of New Jersey is selective and competitive. Prospective applicants are encouraged to familiarize themselves with the contents of this bulletin and the graduate studies Web site, [www.tcnj.edu/graduate](http://www.tcnj.edu/graduate), and to observe carefully the particular requirements of each individual program or option. Admission decisions are based generally on evidence of achievement in appropriate undergraduate studies, performance on nationally standardized tests, strength of recommendations, and other materials submitted with the application. Standards are applied rigorously but not mechanically, the purpose being to identify applicants who show promise of benefiting from advanced studies and of making significant contributions to both the College community and their chosen professions.

#### Admission Procedures

Those who wish to apply or to learn more about the graduate program should begin by contacting: Office of Graduate Studies, The College of New Jersey, PO Box 7718, Ewing, NJ 08628-0718. The office is located in Paul Loser Hall 109, and may be reached at 609.771.2300. Applications to graduate school should be completed and submitted online at [www.tcnj.edu/graduate](http://www.tcnj.edu/graduate). It is the applicant's responsibility to make sure that all required application materials have been received by the Office of Graduate Studies by the appropriate deadline.

#### Application Deadlines

For information on application deadlines please refer to our Web site at [www.tcnj.edu/~graduate/application.html](http://www.tcnj.edu/~graduate/application.html).

### Admission Categories

#### Graduate Degree Program/Matriculation

Most students entering The College of New Jersey at the graduate level are candidates for a master's degree. The institution offers six degrees: the Master of Arts, the Master of Education, the Master of Arts in Teaching, the Educational Specialist, the Master of Science in Education, and the Master of Science in Nursing. Master's programs and program options are outlined throughout the *Graduate Bulletin*. Individuals applying for matriculation are expected to hold a bachelor's degree from a regionally accredited institution in the United States or proof of equivalent preparation from a foreign college or university, and are required to provide official transcripts (or document evaluation in the case of foreign schools). Applicants should have a 2.75 cumulative grade point average or a 3.0 in the major at the undergraduate level, although some programs may have a higher requirement; must submit letters of recommendation from individuals who can evaluate their academic performance, relevant work experience, and/or ability to pursue graduate studies; must submit an

essay calling for a personal evaluation of their strengths and weaknesses as prospective graduate students; must pay the stated application fee; and must provide scores from the general standardized test appropriate to the discipline. Some programs require scores from specialized sections of standardized tests or other evidence of competence to pursue graduate study as detailed by the specific program requirements. For test waiver information, please visit [www.tcnj.edu/~graduate/application.html](http://www.tcnj.edu/~graduate/application.html).

Other programs require interviews or portfolios (see specific program for requirement details). Graduate program candidates are approved for admission by the program admissions committee and endorsed by the Office of Graduate Studies.

Applications for matriculation are available online at [www.tcnj.edu/graduate](http://www.tcnj.edu/graduate).

#### Non-Matriculation

Qualified applicants who wish to pursue graduate studies for professional renewal or personal growth may apply for non-matriculation. Non-matriculation applications should be completed and submitted online at [www.tcnj.edu/graduate](http://www.tcnj.edu/graduate). Applicants must have a bachelor's degree and a 2.75 cumulative grade point average or 3.0 in the major from an accredited institution in the United States, or proof of equivalent preparation from a foreign university or college. Applicants must submit an essay calling for a personal evaluation of their strengths and weaknesses and must pay the stated application fee. Admissions are competitive, and decisions are made by program admissions committees.

If accepted, non-matriculated students may enroll in graduate classes that are open to them if they meet the prerequisites and if space is available. Permission of the graduate coordinator and/or the instructor teaching the course may be required for registration for a particular course.

Non-matriculated students may choose to become graduate-degree or certificate-program candidates. Non-matriculated students have one year from the time of initial enrollment to matriculate into a degree program in order to utilize a maximum of six non-matriculation credits taken prior to matriculation toward that degree. Failure to matriculate in this time-frame will negate the use of these credits toward a degree at TCNJ.

#### Change of Status from Non-Matriculation to Matriculation

Non-matriculated students who wish to matriculate into a graduate degree or certificate program must submit a formal application online for matriculation with all supporting documentation to the Office of Graduate Studies in accordance with announced deadlines. An applicant should become familiar with the completion requirements of each program or program option. Non-matriculation status does not imply or guarantee acceptance into any degree or certification program.

Applications for matriculation are available online at [www.tcnj.edu/graduate](http://www.tcnj.edu/graduate).

#### Students from Foreign Countries

Students from countries in which English is not the native language must submit the results of the Test of English as a Foreign Language (TOEFL) with the graduate program application.

All students who attend a non-U.S. institution must have all of their educational documents translated into English and evaluated on a course-by-course basis by an accredited agency as to the U.S. equivalency of their course work. Course descriptions may be required. For information on other documentation required along with the graduate application, see [www.tcnj.edu/~iss/forms.html](http://www.tcnj.edu/~iss/forms.html).

### **Assistantships**

Assistantships are periodically available for full-time, matriculated graduate students. The nature and number of such opportunities vary from year to year, but typical assignments are to academic departments and administrative offices. For information concerning assistantships and for application forms, please visit our Web site [www.tcnj.edu/graduate](http://www.tcnj.edu/graduate) or contact the Office of Graduate Studies, Paul Loser Hall 109, 609.771.2300.