APPLICATION AND GRADUATE ADMISSION

The application process is administered through Admissions. In order to apply, please visit our web page. For questions or to request information, contact Admissions at 410-704-2113 or grad@towson.edu.

Admissions at Towson University admits graduate applicants whose academic and personal qualifications give promise of success in graduate study. Admission to all graduate programs is competitive and based on the most qualified applicants and available seats. The applicant must hold a baccalaureate degree from a regionally accredited college or university or the equivalent of this degree from another country. If a student has already earned a post-secondary degree, Towson University will require official documentation for evaluation. In addition, some doctoral and certificate of advance studies programs require the applicant to hold a master's degree from a regionally accredited college or university or the equivalent of this degree from another country. Unofficial transcripts will not be accepted. Any student taking classes on the TU campus or any off-site location administered by the University System of Maryland must meet the university's immunization policies prior to registration.

If a specific application deadline is not noted on the program's requirements, assume the program has rolling admissions, which means applications are reviewed on an ongoing basis. However, the Graduate Application will close on August 15 for fall admission, January 7 for spring admission, and May 1 for summer admission. In order to ensure that the application will be evaluated for a decision, students should submit all requirements in a timely manner. While application materials will continue to be accepted after these dates, TU cannot guarantee that the application will be reviewed in time for the start of classes. Admission is only valid for the intended entry term. Incomplete applications will be withdrawn after the intended entry term has begun.

Full Admission

Students admitted to full status must meet the basic minimum requirements of TU, plus the additional requirements of the individual program. In order to meet the basic minimum requirements for full admission to TU an applicant must have:

- earned a baccalaureate degree from a regionally accredited college or university, with a minimum GPA of 3.00 (on a 4-point scale) in either the cumulative units of the degree or the last 60 units of the degree or
- earned a master's degree or doctorate from a regionally accredited college or university, with a minimum GPA of 3.00 (on a 4-point scale) in the cumulative units of the degree.

In cases where the above minimum standards are not met, the last 60 units may include courses taken beyond the baccalaureate degree that are 300-level or higher. Courses used for admission purposes may not be applied toward the graduate degree.

Since some individual programs may have additional requirements and enrollment restrictions, meeting the above minimum requirements may not ensure admission to a specific program. Please refer to the program listing for specific requirements.

Students admitted to a degree seeking program must enroll for the admitted term or request a deferral. If a deferral is not received and approved by the start of classes, the application will be withdrawn and students will need to reapply for a future term.

Conditional Admission

Admission with conditions may be granted to applicants whose academic achievement does not meet the standard required for full admission or whose department requirements are incomplete. All students admitted with conditions based on GPA must maintain a cumulative grade point average (CGPA) of 3.00 within their first 9 graded, graduate units. See individual program descriptions for specific requirements. Students admitted to a program with conditions must satisfy requirements and correct any deficiencies as determined by the program director. Requirements that must be completed to continue in the program, and the timetable for completing the requirements, are listed on a letter prepared by the program director and sent to the student.

Exceptions to Policy

Applicants who hold a baccalaureate, master's or doctoral degree from a college or university in the United States that is not regionally accredited are to have their transcript reviewed and degree equivalency determined by a post-secondary institution regionally accredited to complete such a review.

An applicant who is a professional with significant work experience in a field relevant to the program and whose undergraduate degree was obtained at least five years prior to applying to TU may petition for an exception to the policy regarding minimum GPA. The applicant is to submit an email to Admissions, outlining the rationale for the request and a current resume, if one was not already submitted as part of their admissions application.

The petition will be reviewed by the Dean of Graduate Studies, or an appropriate designee.

Non-Degree Enrollment

Students who have completed a baccalaureate degree may elect to enroll in graduate courses as non-degree students. Students generally choose non-degree status when

- their academic goal is not completion of a degree or certificate program
- they wish to attempt coursework prior to applying to or beginning a graduate program

Non-degree students should be aware that many departments limit entry to courses at the 600 level to fully matriculated students enrolled in a specific graduate program.

Students who have been denied admission to a degree-seeking program are not eligible for non-degree status for the same academic term. Students academically dismissed from a graduate program are not eligible for non-degree status.

Non-degree students must submit an official transcript with a conferred bachelor’s or master’s degree in order to register for graduate courses. Students must have earned a minimum GPA of 2.75 (overall or final 60) to be eligible for admission.

Non-degree applicants who earned their degree outside the U.S. must meet the minimum English language requirement.
Degree-seeking candidates have priority for registration above non-degree students. Non-degree students who wish to take courses above the 600 level may do so after a transcript evaluation. Requests for an evaluation should be directed to the program director. Some courses are available to degree-seeking candidates only. Students should consult the department with questions. A limit of 12 units, taken while a non-degree student, may be applied to a degree program with the approval of the program director. No credit will be given for undergraduate coursework taken as a graduate student. Students holding an F1 visa are not eligible for non-degree status. Non-degree students are not eligible for financial aid.

Admission Prior to Receiving Baccalaureate Degree

Admission to some programs may be granted to seniors in their final term. An official transcript must be submitted with grades from the first term of the senior year. Admission standing is subject to cancellation or change if the admission credentials remain incomplete or do not meet the requirements for admission upon receipt of the final transcript. Final transcripts showing degree conferral must be received by Admissions within six weeks of conferral. Some programs have accelerated master’s degree programs in which undergraduates are allowed to begin their graduate work. These are described in the individual program sections.

Accelerated Bachelor’s to Master’s Degree Programs (for TU undergraduates only)

TU offers a number of accelerated bachelor’s to master’s degree programs. There are two types: 1) structured plans within or among departments or program units, and 2) individualized student plans that are specific to a student’s career interests and goals. Undergraduate students typically are screened into an accelerated program when they have earned 60-89.5 units (Junior Standing) by the department chairperson for the undergraduate and graduate programs; some students may be screened into the accelerated program during their senior year. Once approved, these undergraduate students may begin taking graduate-level courses.

Up to 9 units of graduate work can be counted toward the undergraduate degree and later applied to the graduate degree. The units and GPA for graduate courses taken as part of the accelerated program will count toward the undergraduate degree. Students must earn a grade of B or higher for these course units to apply to the graduate degree. The GPA for these graduate courses will not count toward the graduate degree.

During the senior year, students approved for the accelerated bachelor’s to master’s degree program must apply for formal admission to the graduate program. Once the bachelor’s degree is earned and the student is matriculated as a graduate student, the Registrar’s Office will apply the graduate courses to the graduate record.

Course requirements for the accelerated bachelor’s to master’s programs vary by program; some programs designate specific courses that must be taken to meet undergraduate and graduate degree requirements. Students are to consult with the Academic Departments for course requirements. Students are to abide by the time frame and unit requirements of the specific programs. Students can earn only one master’s degree through an accelerated bachelor’s and master’s program. Procedures to initiate screening into an accelerated bachelor’s to master’s program are posted on the Registrar’s website.

Students, with senior standing and a cumulative grade point average of 3.00, wishing to take graduate level coursework without being screened into an accelerated bachelor’s to master’s program should contact the Registrar’s Office to discuss other options.

Students in accelerated bachelor’s to master’s programs will be assessed undergraduate tuition for graduate level coursework. Please see the Student and University Billing Office’s web page for details.

Validation of Undergraduate Degree

An applicant enrolled for courses is not allowed to register beyond the first term if the transcript validating the baccalaureate degree is not received in Admissions by the end of the student’s first term; no refund is granted and the student’s application is removed from the graduate files. A new application and fee must be submitted if the student wishes to take courses for graduate credit at a later time.

Visiting Graduate Students

A student who is a candidate for a graduate degree at another college or university may take graduate courses at TU. The student must complete a graduate non-degree application and submit an official undergraduate transcript.

Joint Program with University of Baltimore

The program in Accounting and Business Advisory Services is operated as a joint program with the University of Baltimore.

Golden ID Program: Senior Citizens

Retired Maryland residents 60 years of age or older are eligible for the Golden ID senior citizen tuition waiver program. Golden ID students may enroll in most graduate courses for a maximum of two courses for the spring, summer and fall terms, and pay only the necessary fees. Golden ID students may take courses for audit or credit on a space-available basis. Exclusions include minimester, special format classes, independent study, internship and some satellite campus programs. All courses offered as part of the Towson Learning Network and the Applied Information Technology program are also excluded.