

ADMISSION REQUIREMENTS

APPLICATION DEADLINES

May 1 - Summer Terms

July 31 - Fall Term

November 30 - Spring Term

DEGREE PROGRAMS

A graduate student may apply to Lynchburg College using the Lynchburg College paper application or the online application. Before the admissions committee can consider an application for admission to a degree program, a candidate's file must be complete in all details.

Due to the rigors inherent in graduate study, the faculty has determined that successful students in LC graduate programs should possess a combination of strong academic skills and personal maturity. These characteristics cannot be evaluated by any single factor. Therefore, to allow for access of qualified students to the graduate programs at Lynchburg College, the criteria for admission to the programs are based on a multifaceted assessment of the following:

1. a degree application form, including the personal essay focused on career goals;
2. an official transcript documenting receipt of a bachelor's degree from an institution accredited by a regional accrediting association (and any other undergraduate transcripts reflecting relevant work not reflected on the bachelor's degree transcript) (Note: For current college seniors, documentation of degree completion must come prior to enrollment.);
3. demonstrated academic aptitude as indicated by a satisfactory undergraduate record. (In general, this implies an average of B or better for at least the last two years of undergraduate work.);
4. any relevant graduate studies transcript (if applicable);
5. three letters of recommendation from individuals who are familiar with the academic performance and/or work experience of the candidate;
6. results of GRE (for M.A. in English and history, M.Ed., and M.S.N.) or GMAT (for M.B.A.) examinations. (Specific cut-off scores are not used as the sole criterion for admissions acceptance or denial.);
7. a professional portfolio for M.A. in music candidates;
8. an interview with faculty for the M.Ed. in counseling;
9. for M.S. in nursing candidates, current unrestricted registered nurse licensure in Virginia, successful (C or better) completion of undergraduate courses in statistics and health assessment, current CPR certification and health record; and meet essential functions of nursing (see nursing webpage); and
10. optional: prospective students may schedule a meeting with the program director for the specific program for which admission is sought. As an

- outgrowth of this meeting, candidates may choose to provide further evidence of preparation for graduate study through a portfolio of work; and
- II. a \$30 non-refundable application fee that is not applied toward college expenses.

Degree admission decisions are based on the careful consideration of all required admission components. The focus of the admission review is on an evaluation of an individual's likelihood of success in one of the College's graduate programs.

SECOND DEGREE PROGRAMS

A student may earn the M.Ed. or the M.A. as a second graduate degree by satisfactorily fulfilling all specific course requirements (for the second program) and completing a minimum of twenty-four semester hours of graduate credit (thirty-six and forty-two hours in school and clinical mental health counseling, respectively) at the College. Individuals seeking such a degree are subject to the graduate admission requirements as listed above. The GRE or GMAT is used as one predictor of success for graduate training at Lynchburg College. Applicants who have demonstrated academic proficiency by previously earning a master's degree, educational specialist, or a doctoral degree may be exempt from this requirement.

NON-DEGREE PROGRAMS

Prospective students may apply to take up to six credits as a non-degree student. A candidate's file for admission as a non-degree student to take coursework for teacher licensure or professional enrichment or to transfer coursework to another institution must be complete and include the following:

1. a non-degree application form;
2. official transcripts of relevant coursework undertaken at other institutions including confirmation of receipt of a bachelor's degree; and
3. a \$30 non-refundable application fee that is not applied toward college expenses.

Qualified Lynchburg College seniors may enroll as non-degree graduate students in up to six graduate credits within selected graduate programs in their final semester (i.e., fall, spring, or summer) if they are registered in that semester for all remaining undergraduate degree requirements, as certified by the Office of the Registrar.

INTERNATIONAL STUDENTS ADMISSIONS

All students who completed their undergraduate degree at a non-U.S. institution must submit all application materials including appropriate test scores (including, as applicable, TOEFL). Nonresidents must submit all application materials at least three months prior to the beginning of the term or semester for which admission is sought.

Lynchburg College requires international students to furnish verification of the B.A./B.S. equivalency of their academic record (e.g., through the World Education Service or the Educational Records Evaluation Service). For students for which the distribution of courses is not essential for admission to, and course planning for, a graduate program, such an analysis must confirm only that the individual received the equivalent of an American four-year (B.A./B.S.) degree from his or her home institution and the equivalent quality point average. In some instances (e.g., teacher licensure, review of program prerequisites), a course-by-course analysis will be required. A \$300 deposit is required prior to Lynchburg College's processing a request for a student visa. The deposit is then credited to tuition upon enrollment.