ADMISSIONS

Applications

Applications to GSAS are processed centrally through the GSAS Office of Admissions, although applicants are granted or denied admission only to specific degrees or advanced certificate programs. Fordham GSAS admits students to research degrees, including the Master of Arts (M.A.), the Master of Science (M.S.), and the Doctor of Philosophy (Ph.D.), as well some professionally-oriented degrees, such as the Master of Fine Arts (M.F.A.). Programs and degrees offered by GSAS are listed on the GSAS Programs and Degrees web page.

Applicants for graduate study must have received a baccalaureate degree or its equivalent from a college or university of recognized standing. Any exception to this policy must be approved in writing by the dean. Admission recommendations to the graduate school are made by faculty within the program in question, and are based on the applicant’s potential and preparation for graduate work in the chosen field as well as the availability of faculty and facilities for the applicant’s proposed research interests. After receiving the faculty’s recommendations, the final decision regarding admission is made by the dean (see Authority). Fordham typically does not award degrees in the same field and at the same level in which a student has already earned a degree. For instance, if a student holds an M.A. in history from another university, s/he will not be admitted into the master’s program in history within GSAS. The exception to this is the Department of Biology, which may choose to admit a student with a previous graduate degree in biology.

Applications to GSAS can only be submitted online.

Matriculation

Matriculated students are those individuals who have been accepted into a graduate degree program or advanced certificate program, registered for classes or the equivalent, and are actively working towards a degree or certificate offered by GSAS. Students are considered matriculated in a program when they first enroll in a course in that program.

Students may not be matriculated in more than one degree program simultaneously, whether internal or external to GSAS, except in those instances where a joint- or dual-degree program has been established. Under certain circumstances, a student may be enrolled in an advanced certificate program while being simultaneously matriculated in a degree program (see Advanced Certificates (p. 2)). Any other exceptions to this policy must be approved in writing by the dean.

For certain graduate programs, prospective students must possess a prior degree in order to matriculate in that program. Students who are in the process of completing such a degree (whether at Fordham or at another institution) at the time of their acceptance must subsequently submit an official transcript indicating that the degree has been awarded. If an official transcript is not received by mid-term of the student’s first semester, a hold will be placed on the student’s registration and records. Any exceptions to this policy must be approved in writing by the dean.

Deferral or Change of Program and/or Degree

It is GSAS policy not to permit a deferral of admission, though admitted students may seek permission to delay matriculation by no more than one semester. If an accepted student wishes to reapply the following academic year, s/he must do so by submitting a new online application,

but is not guaranteed admission upon re-application. Any exceptions must be approved in writing by the dean. Application materials (e.g. letters of recommendation, Graduate Record Examination [GRE] scores) typically remain on file for up to 18 months after their initial submission.

Any change of program and/or degree requires a new application, the recommendation of the department or program, and the approval of the dean.

Conditional Admission, Provisional Admission, and Modified Degree Requirements

Students admitted on a “conditional” basis must maintain a specified grade point average (GPA) or otherwise meet specified coursework requirements to resolve any academic deficiencies in their preparation. Such students are considered matriculated upon their registration/enrollment (see Matriculation (p. 1)).

Upon satisfactory completion of the conditions outlined in the student’s letter of acceptance, or when specified in a letter to the student from the department or program, the student is released from “conditional admission” status, and will remain a matriculated student in good standing for so long as the normal requirements of GSAS and of the department or program are met (see §7 Degree Requirements). The department chairperson or program director will initially determine when the required conditions have been met, subject to the approval of the graduate school.

Students who do not complete the stated conditions satisfactorily will be dropped from the rolls of the University. Waivers to any specified conditions must be approved in writing by the dean.

Students may also be offered “provisional” admission, under which they are required to complete certain conditions, including but not limited to the submission of letters of recommendation or test scores, before admission will be granted. Students will not be considered matriculated until these conditions are met.

The graduate school reserves the right to modify degree requirements to include additional coursework for students whose academic preparation is deemed by the faculty in some way to be deficient. Students from whom English is a second language (ESL), in particular, may be required to complete additional English-language coursework (see International Students (p. 1)).

International Students

In addition to the rules and regulations of the University, international students are expected to follow the rules and regulations established by the Department of Homeland Security and the U.S. Citizenship and Immigration Services (USCIS).

For further information and guidance, international students should contact the Office of International Services (OIS), which is a resource center for students and scholars from outside the United States. Information regarding immigration regulations and the benefits foreign students are eligible for under immigration law may be obtained from this office. All international students in F or J immigration status are required to register with the OIS.

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Non-Matriculated (Non-Degree) Students

Permission to register as a non-matriculated or non-degree student is awarded by GSAS and is granted on a course-by-course basis. Individuals who wish to register as non-matriculated or non-degree students must complete the online application located on the GSAS website and secure the necessary approvals before being registered each semester by submitting the GSAS non-matriculated application to the Office of Academic Programs and Support. Falsifying any information on this application, failing to file the application each semester, or failing to secure the necessary approvals will invalidate registration. The student remains liable for tuition and fees notwithstanding the validity of the registration.

Students who qualify for non-matriculated or non-degree registration will have earned an undergraduate degree with at least a “B” average in their major field of study and may fall into one of the following categories:

- students not seeking a degree, who wish to take courses for personal enrichment
- students who wish to take courses pending application to a degree program
- students who wish to take courses in order to transfer these credits to another graduate program in which they are matriculated

Students who are denied admission to the Graduate School of Arts and Sciences as matriculated students may not enroll in courses on a non-matriculated basis without the written approval of the dean. GSAS and Fordham University have no obligation to admit any individual who has registered as a non-matriculated student or to grant a degree to such a student, no matter how many credits have been completed.

Non-matriculated students may take up to 12 credits in GSAS, with the approval of the department chairperson and the dean. Approval for non-matriculated status for more than 12 GSAS credits is not normally granted. If extraordinary circumstances justify non-matriculated status for more than 12 credits, the student must obtain the explicit written recommendation of the department chairperson and the written approval of the dean. No more than 12 credits taken as a non-matriculated student may ultimately count toward any GSAS program of study; any exception to this policy requires the written approval of the dean.

Non-matriculated students who register for the first time are considered “new non-matriculated” students upon registration. Those who have registered for up to two years are considered “continuing non-matriculated” students. Students who have not registered for two academic years are again considered “new non-matriculated students” upon subsequent registration and must submit a new application for non-degree study.

Advanced Certificates

Non-matriculated students who wish to enter an advanced certificate program apply online.

Matriculated students must submit the appropriate paper or online application to the respective department or departments. The department evaluates the application for approval and then submits it to the GSAS Office of Admissions to be processed. For more information on advanced certificate programs and how to apply, see the GSAS Graduate Programs web page.

Early Admissions: The Five-Year B.A./M.A. and B.S./M.S. Programs

Qualified Fordham College at Rose Hill (FCRH), Fordham College at Lincoln Center (FCLC), Fordham School of Professional and Continuing Studies (PCS), and Gabelli School of Business (GSB) juniors may apply for early admission to select GSAS programs. Early admission students apply during their junior (or equivalent) year, and take up to three courses in their senior year to count toward both the bachelor’s and the master’s degree. After an additional year of degree requirements, students are awarded a joint B.A./M.A. or B.S./M.S. degree.

Please refer to individual program materials for eligibility requirements (such as minimum GPA) and program participation. Programs that offer the early admissions option are listed on the GSAS Early Admissions page.