



The Graduate School

Graduate Admissions Policy Exception Request

This form should be used when requesting an exception to a Graduate School admission policy.

Master's degree applicants are required to have a cumulative undergraduate grade-point average of at least 2.75 on a scale of 4.0. Doctoral degree applicants are required to have an overall grade-point average of at least 3.0 in graduate courses or undergraduate courses. (Grade-point averages are computed separately for both undergraduate and graduate work.)

Applicants not meeting GPA or test score requirements may qualify for admission to a master's or doctoral program with sufficient justification and documentation by the program and approval by the Graduate Dean.

Applicant Name:	_____	NSHE ID:	_____
Graduate Program:	_____	Degree:	_____

NOTE: A number of graduate programs use scores on standardized tests, i.e. the Graduate Record Examination (GRE), or the Graduate Management Admission Test (GMAT), as part of their evaluation process. If required, all applicants must submit scores to that program. Submission of these scores may not be waived on an individual basis.

Signatures of approval

_____	_____	_____
Graduate Program Director's Signature	Print Name	Date

_____	_____
Graduate School Dean's Signature	Date

For office use only

_____	_____
Evaluator	Date