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EAST TENNESSEE STATE  
U N I V E R S I T Y

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## **Graduate School Admissions Classifications Policy**

# **Policy Name: Graduate School Admissions Classification**

## **Policy Purpose**

This policy specifies graduate admission classifications that may be offered to students in an offer of admission.

## **Applicability**

This policy is applicable students offered admission to the Graduate School. This policy does not apply to students who are exclusively enrolled in Quillen College of Medicine for the M.D. degree or the Gatton College of Pharmacy for the Pharm.D. degree.

## **Responsible Official, Office, and Interpretation**

The Dean of the Graduate School and Graduate Council are responsible for the review and revision of this policy. For questions about this policy, please contact the Dean of the Graduate School. The Provost, in consultation with the Office of University Counsel, has the final authority to interpret this policy.

## **Defined Terms**

**N/A**

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## Policy

### 1. Unconditional Admission.

A prospective graduate student may be admitted unconditionally as a degree-seeking student if the individual has fulfilled all the admission requirements of the Graduate School and the criteria of the program to which the applicant applied. The admission requirements for an Unconditional Admission are detailed in the [Graduate School Admission Degree and Certificate Seeking Students Policy](#).

### 2. Unconditional Admission with Provision(s).

A prospective graduate student may be accepted under this category if: (1) the individual is in the process of completing prerequisite courses or degrees; (2) needs to submit official transcript(s); or (3) the individual's credentials are less competitive. The admission requirements for an Unconditional Admission with Provision are detailed in the [Graduate School Admission Degree and Certificate Seeking Students Policy](#). Unconditional Admission with Provision(s) status will not be granted when significant admission criteria are missing, such as required standardized testing, sufficient letters of recommendation, or in the case of international students, proof of equivalent U.S. accredited undergraduate degrees.

Provision(s) will be outlined in the offer of admission and must be met by the date specified. If no date is specified, the provisions must be met prior to the completion of fifteen (15) graduate credits or one calendar year from the date of admission, whichever is later. The student must submit a [Satisfaction of Required Provision\(s\) Form](#) to the Graduate School.

The Dean of the Graduate School or designee will review the form to confirm all requirements have been met. A student who has not met the provision(s) deadlines will not be allowed to register as a degree-seeking student and cannot be admitted to candidacy until the provision(s) have been met. Failure to meet the provision(s) may result in dismissal from the program.

### 3. Visiting Graduate Student.

A prospective graduate student who plans to earn a limited number of credits for transfer to another college or university (not ETSU) where they are enrolled in a degree program

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may be admitted as a visiting student. The admission requirements for a Visiting Graduate Student are detailed in the [Graduate School Admissions for Non-degree Seeking Students Policy](#)

### 4. Graduate Non-Degree Seeking Student.

A prospective graduate student who wishes to enroll in graduate courses may be admitted as a non-degree seeking student. The admission requirements for a Graduate Non-degree Seeking Student are detailed in the [Graduate School Admissions for Non-degree Seeking Students Policy](#).

## **Procedures**

N/A

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## **Applicable Forms and Websites**

[Satisfaction of Provisions Form](#)

## **Authority and Revisions**

**Authority:** TCA § 49-8-203, et seq.

**Previous Policy:** N/A

The ETSU Board of Trustees is charged with policy making pursuant to TCA § 49-8-203, et seq. On March 24, 2017, the Board delegated its authority to ETSU's President to establish certain policies and procedures for educational program and other operations of the University, including this policy. The delegation of authority and required process for revision to this policy can be found on the [Policy Development and Rule Making Policy webpage](#).

To suggest a revision to this policy, please contact the responsible official indicated in this policy. Before a substantive change to the policy section may take effect, the requested changes must be: (1) approved by the responsible office; (2) reviewed by the Office of University Counsel for legal sufficiency; (3) posted for public comment; (4) approved by either Academic Council or University Council; and (5) approved by ETSU's President.