

# Admissions

## Admission Requirements

### Master Degrees

1. Hold an earned baccalaureate degree from an accredited college or university or be accepted into an Evangel University 5-year BS/MS degree program.
2. Have a grade point average of 3.0 or better in the last 60 hours of undergraduate work or last two years as a full-time undergraduate or graduate student.
3. Provide official results of required entrance examinations (see specific program requirements listed in this catalog).
4. Meet specific departmental requirements as stipulated in the individual program descriptions.

### Doctor of Education Degree

1. Hold an earned master's degree from a regionally accredited college or university.
2. Have a grade point average of 3.0 or better in the master degree program.
3. Provide official transcripts of master's degree program work.
4. Provide official results of any required entrance examinations (i.e., TOEFL for non-native English speakers).

## Application Procedures

Applicants to Graduate Studies shall submit the following:

1. [Graduate Admission Application](#), including a personal statement of faith and life goals.
2. A current resumé
3. Official transcripts of all undergraduate and graduate credits (*School Counseling and Secondary Teaching programs require 2 copies of each official transcript*).
4. Signed Evangel University Lifestyle Covenant Agreement.
5. Three letters of recommendation (*see specific program requirements for details*).
6. Official score reports of appropriate entrance exams (*see program requirements*).
7. Nonrefundable application fee of \$25.
8. *Counseling Program Only*: Recent scholarly paper in APA format.

Admission to the Graduate Studies program means only that the student will be permitted to enroll for courses in the various graduate programs. It does not imply that the graduate student will be accepted for candidacy. Students enrolled in Graduate Studies courses are classified as regular, provisional, probationary, or special admission standing.

By the act of accepting admission to Evangel University, students acknowledge and agree to the following: That they will be bound by and comply with the University standards and policies, including but not limited to those standards and policies set forth in this Catalog and in the Student Code of Social Conduct. Primary and ultimate responsibility for knowing and conforming to these standards, policies, and degree requirements resides with the individual student.

**International Students.** Evangel University believes that students from various cultures and backgrounds significantly contribute to the educational community. The diversity that comes from their experiences enhances the environment of faith and learning. Prospective graduate international students should contact the [Graduate Students Enrollment Coordinator](#) at 417-865-2811 ext. 8276 for information regarding the issuance of I-20s and other important documents.

**TOEFL Score Requirements.** To qualify for admission, international students whose first language is not English must earn a TOEFL score of 550 on the paper-based exam, 213 on the computer-based or 79-80 on the Internet-based exam. Information on the TOEFL exam can be found at [www.toefl.org](http://www.toefl.org).

## Classification of Graduate Students

**Regular Standing.** Students who intend to obtain a degree, or a certificate or credential at the graduate level, and who are admitted without reservation are granted *regular standing* in Graduate Studies. To qualify for regular standing, all admission requirements must be satisfied. Please refer to the specific program for a list of admission requirements.

**Provisional Standing.** Students who intend to obtain a graduate degree, or a certificate or credential at the graduate level, who have not fully met all the admission requirements of the specific program may be eligible for admission as a *provisional standing* student. Please refer to the admission requirements of the specific program. Upon successful completion of the first required six to twelve graduate units of the program with a 3.0 GPA or higher, and with no C grades or below, and with the recommendation of program coordinator and faculty, the student will be eligible for regular standing.

**Probationary Standing.** Students whose cumulative GPA drops below 3.0 while they are in the graduate program, or who fail to meet standards established by their program in other facets of the curriculum, or who receive three C grades in their coursework will be placed on *probationary standing*. Students with a GPA below 3.0 are not eligible for advancement to candidacy.

**Special Admission.** Students who do not plan to earn a degree, credential, or certificate, or who have not yet completed the full admission application process, may be granted *special admission (special admit for non-degree seeking) standing*. A special admit student is not officially admitted into the graduate program; the student completes an abbreviated application form for authorization to enroll.

A special admit student must officially apply to the Graduate Studies program if he/she wishes to be considered for *regular standing* in the degree program. All program admission requirements and deadlines must be satisfied for admission consideration to the graduate degree program. The University and its Graduate Program are not obligated legally or morally to accept a special admit student into degree status.

Special admission students who choose to pursue a degree later may not apply more than 12 credits taken as a non-degree seeking student toward degree requirements. This 12-credit limit does not apply to those pursuing certificates. A \$15 application fee is due upon application as a special admit student. Special admit student forms are available through the [Graduates Studies Enrollment Coordinator](#).

*Note: A special admit student is not eligible for institutional and/or federal financial aid.*

**Audit.** Students who wish to attend graduate classes for personal enrichment, but not for academic credit, may be granted auditor's status. Auditors attend class with no obligations to participate actively in the work. Students seeking auditor's status must complete an abbreviated admission form. Audit fees are required for each class in which audit students enroll. These classes are noncredit bearing courses. An audit course cannot be turned into a for-credit course after the first week of class.

Admission to the Graduate Studies program means only that the student will be permitted to enroll for courses in the various graduate programs. It does not imply that the graduate student will be accepted for candidacy. Students enrolled in Graduate Studies courses are classified as regular, provisional, probationary or special admission standing.

**International Students.** Evangel University believes that students from various cultures and backgrounds significantly contribute to the educational community. The diversity that comes from their experiences enhances the environment of faith and learning. Prospective graduate international students should contact the Graduate & Professional Studies Admissions Office at 417-865-2811 ext. 7227 for information regarding the issuance of I-20s and other important documents.

**TOEFL Score Requirements.** To qualify for admission, international students whose first language is not English must earn a TOEFL score of 550 on the paper-based exam, 213 on the computer-based or 79-80 on the Internet-based exam. Information on the TOEFL exam can be found at [www.toefl.org](http://www.toefl.org).

## Bachelor's Completion, Bachelor's Equivalency and Early Admission

Applicants without an undergraduate baccalaureate degree who desire to enter a graduate degree program have options including completing their undergraduate degree, pursuing bachelor's equivalency, or pursuing early admission to a graduate program. Individuals who wish to pursue early admission must have a minimum of 75 undergraduate credit hours and a minimum cumulative 3.0 grade point average on undergraduate work from a regionally accredited institution. Credits earned at an institution holding specialized accreditation will be evaluated on a case-by-case basis.

Candidates for a master's degree must have earned a minimum of 150 credit hours before a graduate degree will be conferred. Eligible early admission degree programs and the number of elective credit hours required for each approved degree is shown below.

Individuals without a bachelor's degree who are interested in pursuing a master's degree have the following options:

**Option 1:** Finish their bachelor's degree through Evangel's College of Online Learning. Financial aid is available for qualifying individuals at the undergraduate level. Options include:

- a. Pursuing a limited number of credits through prior learning assessment (PLA)
- b. Testing out of courses
- c. Taking advantage of our seven-week online courses

**Option 2.** Pursue bachelor's equivalency through Evangel's College of Online Learning. Students will need to earn a combined total of 120 credit hours with past credits plus prior learning assessment, test out, and/or undergraduate courses. Financial aid is not available for PLA, Test Out, or undergraduate courses needed to meet Bachelor's equivalency. Applicants would be admitted as non-degree seeking until bachelor's equivalency is met. Upon completion of 120 credits and certification of bachelor's equivalency, students can then pursue a master's degree of at least 36 hours.

Gap hours may be earned through multiple methods including:

*Prior Learning Assessment (PLA).* Documentation of learning through life experience as demonstrated through the Council for Adult and Experiential Learning recommended portfolio process. Portfolio credit enables experienced ministers to demonstrate college-level learning acquired through ministry, missions, and church-leadership experience.

*Credit by Examination.* Course credit may be earned through examination programs like the College Level Examination Program (CLEP), former military Dantes Standardized Subject Tests (DSST), Excelsior College UExcel Exams, and tests designed by university professors.

*Military Experience.* The American Council on Education (ACE) collaborates with the Department of Defense (DoD) to review military experience and recommend appropriate college credit for members of the Armed Forces.

*Workplace Training and Professional Credentials.* Courses, licenses, certifications, apprenticeships, government agencies and professional associations are evaluated by the American Council for Education (ACE) which provides recommendations for such academic credit.

*Foreign Language Proficiency.* Speakers of English and an additional language may be awarded up to 32 credit hours for demonstrated mastery of a foreign language as determined by the language expert.