Graduate Admission

Requirements

Admission requirements may vary according to the specific graduate program. Therefore, expected admission standards are described under each graduate program.

Application Procedure

Complete applications consist of the following items which are to be sent directly to the Graduate Office:

1. Application form for the specific graduate program along with a $25 non-refundable application fee (or apply online at www.wju.edu).
2. All official college/university transcripts.
3. Graduate school test scores as required by specific program.
4. Three (3) letters of recommendation.
5. Resume of professional experience (graduate business programs only).

Levels of Admission

Students may be admitted in one of the following categories (provisional and special admission are not available to MBA, MSA or DPT students with the exception of transient students):

1. Full Admittance – Students who meet all qualifications of the program to which they have applied.
2. Special Admittance – Students who have not yet completed the application process, or students who are interested solely in specific courses for personal development. Normally, no more than twelve hours (six hours in the case of MSN) may be taken by a special admittance student and later applied toward a graduate degree.
3. Provisional Admittance – Students whose qualifications fall short of the requirements for full admittance, but whose other qualifications and experience indicate their potential for achievement. These students may be admitted to the program on the recommendation of the appropriate Graduate Admissions Committee and the director of that program. After successful completion of four approved courses (minimum of eight hours) with a “B” grade point average, they may be considered full admittance status.

Graduate Management Admissions Test - Graduate Record Exam

Applicants should plan to take the required graduate admission test (usually GMAT or GRE). Informational brochures may be obtained by contacting the Wheeling Jesuit University Graduate Office. Additional information and registration are available online at www.ets.org/gre and www.mba.com.

When requesting GMAT or GRE scores to be sent to Wheeling Jesuit University, students should indicate the University’s graduate code number, which is 5906 for the GRE and TJ3PN44 for the GMAT.

Academic Policies

Academic Integrity

Written or other work, including computer programs, which a student submits in a course must be the product of his/her own efforts. Students are expected to acquaint themselves with the norms for scholarly writing and research, in particular, to know the distinction between academic honesty and plagiarism. Plagiarism or cheating by a student will result in academic sanctions imposed by the instructor of the course; plagiarism in a major term paper or cheating on a final examination makes a student liable for an “F” for the course, as well as to additional disciplinary action beyond the academic sanction. Students are cautioned against the possession of unauthorized material during any examination or quiz. Alleged incidents of cheating will be handled according to the separately published “Guidelines on Integrity” available from the appropriate director.