

Graduate Admission

Applicants must submit the UW graduate application and the nonrefundable application processing fee. Applications may be submitted online at www.uwyo.edu/admissions. Once submitted, the application and fee payment remain valid for three years. One set of official transcripts must be sent directly to the UW Admissions office from each previous collegiate institution.

Domestic applicants must have completed at least a bachelor's degree from a regionally accredited institution. International transcripts will be evaluated for accreditation and U.S. degree equivalency. International applicants must have completed at least a degree equivalent to a U.S. bachelor's. All applicants should have at least a 3.0 cumulative GPA (scale of 4.0).

Applicants whose department requires the Graduate Record Examination (GRE) must request official scores be sent to the UW Admissions office directly from the Educational Testing Service (ETS). Our institution code with ETS is 4855. A score of at least 900 on the combined verbal and quantitative sections is required, (1000 for doctoral programs and 1100 for interdisciplinary). Students can occasionally be admitted provisionally with lower test scores.

Some departments may require scores from the Graduate Management Admission Test (GMAT), rather than the GRE, with a minimum score of 500.

International student applicants for whom English is not the native language must furnish scores from the Test of English as a Foreign Language (TOEFL), the International English Language Testing System (IELTS), the English Language School (ELS) or other approved test of English communication skills. The minimum paper TOEFL score acceptable for full admission is 540. This corresponds to the Internet-based TOEFL of 76. The minimum IELTS score for full admission is 6.0. Other approved tests will be acceptable at the level of the TOEFL score. Students may occasionally be admitted provisionally with lower test scores. Official scores must be sent directly from the testing agency (i.e. TOEFL scores must be sent from ETS).

Please note that some departments require higher GRE/GMAT/TOEFL scores than what is required by the University of Wyoming.

Three letters of recommendation must be submitted to the department. These forms are available on the Graduate Student Resources Web site.

To obtain graduate, non-degree status, an application, \$50 fee, and transcripts must be submitted to the UW Admissions office. Only 12 credit hours taken with non-degree status may apply toward a graduate degree pending approval by the student's graduate committee. This 12-credit-hour rule may be decreased if prior courses were reserved for graduate credit or transfer hours are going to be used on the program of study.

Please note that non-degree students are not eligible for student financial aid. Non-degree graduate students deciding to pursue a degree must apply to and be accepted by the university. If the degree-seeking application is filed within three years after filing the non-degree application, the \$50 application fee is transferable.

Graduate applicants should write or call the respective academic departments for questions concerning application status, degree program requirements, deadlines, and supplemental application materials they may require.

Students admitted with graduate standing may elect to take any undergraduate or graduate courses for which they are prepared, subject to restrictions as outlined in the graduate regulations and policies section of this *Bulletin*. However, tuition will be assessed at the graduate level for all courses taken with graduate status. Admission to graduate study does not automatically make a student a candidate for an advanced degree.

Note: Students working toward a second bachelor's degree are not considered graduate students and are subject to all undergraduate regulations.

Residency Student Classification

UW Regulation 8-1 governs the classification of students at the University of Wyoming as resident or non-resident for tuition purposes, and shall be administered by the Associate Vice President for Enrollment Management and Director of Admission.

Student Classification for Tuition Assessment

The University of Wyoming assesses tuition for Wyoming residents at the in-state rate; non-residents are charged out-of-state tuition. The following guidelines shall be administered by the Director of Admissions to govern University of Wyoming students for purposes of in-state or out-of-state tuition assessment for courses of study offered at the university. University-sponsored courses of study arranged with institutions outside Wyoming may have different residency requirements.

1. The following students are Wyoming residents:
 - a. Individuals who are financial dependents or under the age of 24 with a parent, guardian or spouse who lives in the state of Wyoming.
 - b. Individuals who are recipients of Wyoming high school credentials.
 - c. Active Wyoming National Guard members and U.S. Armed Forces members stationed in Wyoming, and their dependents.
 - d. Individuals with a permanent home in Wyoming and who have resided in the state for at least one full year. To determine if a permanent Wyoming home has been established, the following factors are considered:
 - Evidence that any former home has been abandoned
 - Full-time employment performed or contracted for in Wyoming for one continuous year
 - Ownership of home or property in Wyoming
 - One year of continual presence in Wyoming
 - Former Wyoming residency and maintaining state ties
 - Reliance on Wyoming resources for significant financial support
 - Wyoming vehicle registration
 - Wyoming address on most recent federal income tax return
 - A valid Wyoming driver's license
 - Wyoming voter registration

Residing in Wyoming primarily as a student will not support a claim for resident status.

- e. Graduate students with university-funded fellowships.
- f. Wyoming residents temporarily absent from the state due to military service, attendance at an educational institution, or other type of documented temporary sojourn.
- g. Individuals who have been awarded resident tuition status at a Wyoming Community College and who attend the university within one year of leaving the Wyoming Community College.
- h. The spouse or financial dependent of an individual who is determined to be a Wyoming resident pursuant to this Regulation, except under (1b) and (e) above.

2. The following students are non-residents:
 - a. Individuals who do not qualify for Section 1 above;
 - b. Individuals who are not U.S. citizens or permanent residents except as provided by Section 1b. above
3. Reduced tuition rates calculated at one hundred fifty percent (150%) of resident tuition are available to the following non-residents.
 - a. Graduates of the University of Wyoming and their spouses;
 - b. Children, and their spouses of University of Wyoming graduates.
4. Change of residence classification shall be governed by the following process:
 - a. An initially assigned non-resident classification may be reviewed by the Director of Admissions when a request and accompanying documentation is provided on or before the first day of classes. A decision on reclassification by the Director of Admissions may be appealed to the Residence Classification Committee within twenty (20) calendar days of the date of the Director of Admissions' decision. No reclassification will be retroactive to previous terms;
 - b. Individuals may be reclassified for the following term when facts indicate that a change in residency has occurred since the time of original residence classification;
 - c. The Director of Admissions is responsible for the administration of this procedure.
5. There shall be a Residence Classification Committee consisting of three members appointed by the President, chaired by the Director of Admissions who shall not vote. The duties of this committee shall be as follows:
 - a. To render interpretations and rulings at the request of the Director of Admissions;
 - b. To serve as an appeals committee for students who wish to appeal the decision of the Director of Admissions;
 - c. To consider university policies in the area of residence classification and make recommendations to the Trustees of the University of Wyoming.

Applicants with Three-year International Degrees

India

The Graduate Council has adopted the policy as written by World Education Services (WES) as of January 2007. The policy states, "The new equivalency applies only to institutions accredited by the National Assessment and Accreditation Council (NAAC). It takes into consideration the relative standing of a university as reflected by the NAAC grade, and the individual degree holder's performance as indicated by the degree classification of the degree. Accordingly, three-year bachelor's degrees earned in Division I and II at institutions accredited by the NAAC with a grade of A are viewed as equivalent to the U.S. bachelor's degree. All other three-year degrees will continue to be regarded as equivalent to three years of undergraduate study."

Bologna Participants

Applicants earning a three-year bachelor's from a school participating in the Bologna process will be reviewed for possible eligibility of graduate admission to the University of Wyoming. Some applicants may be requested to undergo a credentials evaluation from WES. The fee for this service will be the applicant's responsibility.

Application Deadlines

Potential students should contact the departments directly about the department-specific application deadlines. A general rule, however, is that application materials should be received by the department and the university no less than six months prior to the desired date of admission to receive optimum time for evaluation, consideration, and funding allocation. However, the reality is that admission is a continuous process, and may occur at any time, but this is subject to departmental policies.

Measles, Mumps, Rubella (MMR) Immunization Requirement

The University of Wyoming has implemented a policy to protect the University community against measles (rubeola), mumps, and rubella. All new on-campus students must provide proof of immunity to measles, mumps, and rubella prior to registration. The *Student Immunization and Health History Form* (available on the web at www.uwyo.edu/ShSer/Forms/HealthHistory.pdf) must be completed, verifying compliance with this requirement, and sent to the Student Health Service prior to registration. Effective 9/3/02, two doses of MMR vaccine are required. Other acceptable methods to comply with the requirement are detailed on the Form. Please note that the first page of the form must be verified and signed by a health care provider. Alternatively, a verified copy of an immunization record can be appended to the Form.

The only contraindication to the MMR immunization is a previous severe allergic reaction to the vaccine or vaccine component (neomycin, gelatin). Relative (temporary) contraindications include: pregnancy; persons with immunosuppressive illnesses or treatment; moderate or severe acute illness; and recent receipt of blood products. If you are uncertain as to whether you should receive the immunization, please talk with your health care provider.

Exemptions may be granted to the requirement in two instances: a medical exemption for a contraindication noted above, and a religious exemption. A medical exemption requires a notation of the reason for the exemption and a medical provider signature. *To claim a religious exemption, a notarized form must be completed and attached to the Student Immunization and Health History Form.* If an outbreak of one of these illnesses occurs on campus, students granted an exemption may be excluded from campus for the duration of the outbreak.

For students unable to verify MMR vaccinations, the vaccine is available at the Student Health Service for a nominal charge. It will be administered prior to registration for any eligible student, without an appointment, during office hours. Do not delay verification or immunization until registration, as it is impossible to service all incoming students on one day.

In addition to the MMR requirement, students who are not US citizens are required to have tuberculosis testing prior to registration. This involves a Tuberculosis (Mantoux) skin test, and, if positive, a chest x-ray and consultation with a Student Health Service physician. The student is responsible for the costs incurred for these tests.

Campus Safety

This report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by the University of Wyoming; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters. You can obtain a copy of this report by contacting the University of Wyoming Police Department or by accessing the following Web site: http://uwadmweb.uwyo.edu/UWPD/public_safety_printerfriendly.htm.