

# PROFESSIONAL STUDIES GRADUATE ADMISSIONS

Graduate programs offered by the Division of Professional Studies at Judson University include the

- Master of Business Administration,
- Master of Arts in Clinical Mental Health Counseling,
- Master of Arts in Human Services Administration, and
- Master of Arts in Organizational Leadership.

They operate on a 2-term, 24-week academic model (Fall and Spring) and consist of accelerated evening or online courses.

Application forms for admission to the graduate programs can be obtained by using the online application ([https://myjudson.judsonu.edu/ICS/Admissions/Admissions\\_Home.jnz?portlet=Graduate\\_Programs&screen=Begin%2f%2fba89769b-6602-48ad-a10e-dd51c264d151&screenType=next%27](https://myjudson.judsonu.edu/ICS/Admissions/Admissions_Home.jnz?portlet=Graduate_Programs&screen=Begin%2f%2fba89769b-6602-48ad-a10e-dd51c264d151&screenType=next%27)). After the application is submitted, candidates will be contacted by Enrollment Services, who will assist the student in obtaining any additional required documents.

## Policy

Admission into a graduate program in the Division of Professional Studies requires:

- Completed application with \$100 application fee
- A Bachelor's degree from a college or university with regional accreditation or national, professional, or specialized accreditation with candidacy status
- Official transcripts from all previously attended colleges and universities
- A 2.50 overall undergraduate grade point average (GPA) on a 4.0 scale
- Minimum two years work experience
- Two letters of professional reference, written on letterhead with reference contact information
- Professional resume
- An one-page, typed essay of at least 200 words responding to the following:
  - Students applying to the Business Administration, Organizational Leadership, and Human Services Administration programs should answer the question "How will this degree contribute to your career goal and how will you apply the knowledge and skills gained in this program to your ideal career setting?"
  - Students applying to the Clinical Mental Health Counseling program should address "Why do you want to earn this degree and how will it impact your future?"
- Students applying to the Clinical Mental Health Counseling program must also schedule an interview with the Program Chair

The whole of the above will be considered regardless of any particular strengths or weaknesses in any single component.

Candidates not meeting the admissions requirements above are welcome to apply for consideration. In extending admission to such students, Judson reviews the candidate's entire application package and considers factors such as college major, years and type of work experience, and course grades in related content areas. These students may be permitted to enroll conditionally in a limited number of graduate courses. Regular

status may be gained after removal of deficiencies and/or completion of acceptable work at Judson University of not fewer than eight semester hours of graduate study.

## Procedure

Once all the above items have been received, the Program Chair will evaluate them for compliance to Judson standards and determine if the student should be admitted. Once admitted to Judson, the student will receive a letter confirming their acceptance. At this point, it is the responsibility of the student to reach out to their Academic Advisor to discuss registration.