



# The University of Tennessee Health Science Center College of Graduate Health Sciences College Policies

Document Name: Admission  
Effective Date: December 19, 2008  
Document Status: Approved

## Purpose

The purpose of this document is to outline the policies regarding admission into an educational program within the College.

## Policy Details

For admission into an educational program within the College, students must submit an official application and must fulfill the admission criteria for the College, as well as the criteria of the respective program. An application link is available on the UTHSC home page (<http://www.uthsc.edu/>). All documents including Graduate Record Examinations (GRE) and Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) scores, transcripts, and letters of reference are to be submitted directly through the application portal.

Admission as a regular student requires a bachelor's degree or its equivalent with an undergraduate grade point average of at least 3.0 from an accredited college or university. Some programs may also require a Graduate Record Examinations (GRE) combined score totaling at least 300 for the verbal and quantitative sections. Individuals with a professional or graduate degree in science from an accredited US/Canadian institution may petition for an exception. Letters of recommendation from previous instructors or persons capable of judging the applicant's qualifications for graduate study are also required. The GRE and letters of recommendation requirement may be waived for applicants whose abilities are well-known to UTHSC faculty. To receive a GRE and letters of recommendation waiver, the applicant must be nominated to the Dean by a faculty member and the Program Director of the program to which the student will apply. Generally, nominations for a waiver should occur prior to the opening of the application portal for the next matriculation year.

International applicants must present (1) a complete and accurate chronological outline of all previous education; (2) authorized college or university records, with certified translations if the records are in a language other than English; (3) evidence of financial resources sufficient to provide the student with adequate



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support for the duration of study; (4) evidence of proficiency in English; and (5) documentation that the student can provide transportation from the country of origin to UTHSC and return.

Any applicant to the graduate program whose first language is not English and who has earned neither a bachelor's nor a master's degree from a college or university in an English-speaking country must have achieved a TOEFL score of at least 213/79 on the computer-based/Internet-based exam or an IELTS score of 6.5 (earned within 2 years prior to application).

Any applicant to the CGHS whose first language is not English but who has earned a baccalaureate or master's degree from a college or university in an English-speaking country where instruction was in English may be exempted from the requirement for the TOEFL or IELTS examination. If there is cause to doubt the student's proficiency in English, programs may, at their discretion, require additional examinations and/or other evidence of proficiency prior to registration. UTHSC policies require that individuals, including graduate students appointed as a teaching assistants, must be certified by the program Chair as being proficient in the English language.

The adequacy of preparation for graduate study may be determined from the applicant's record or by examination at the time the student makes application to the CGHS. Preference will be given to adequately prepared applicants who are Tennessee residents. In the case of a student whose preparation for formal graduate study is inadequate, a program of prerequisite course work may be required as determined by the graduate program accepting the student. Such courses will not be credited toward meeting the formal course requirement for an advanced degree.

Following review of an applicant's record, programs will recommend selected applicants to the Dean for admission. If the Dean concurs, an offer of admissions will be sent to the applicant; this offer includes details and conditions associated with the appointment. Applicants accept or reject the offer of admission by returning a signed copy of the letter. If the offer of admission includes an offer of financial support, the applicant is under no obligation to accept the offer before April 15 (April 15 Resolution). International students should return a signed acceptance of the offer of admission on April 15 or shortly after to allow adequate



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time for visa processing. UTHSC will not accept visas issued for admission to other colleges or universities.

If an applicant does not enter the CGHS in the term in which admission is requested, the student may be granted entry within the next two terms with approval of the Program Chair and the Dean. Once admitted and registered, students are expected to maintain continuous enrollment, unless permission is given for interrupted registration (see policy on Residency).

Applications will not be accepted after the published application deadline. An exception to the deadline may be made for extraordinary and well-documented circumstances, at the discretion of the Dean.

## Policy Scope

Applies to all applicants and accepted students.

## Related Policies

Residency Requirements - Masters  
Residency Requirements - Doctor of Philosophy

## Definitions

April 15 Resolution. A resolution adopted by members of the Council of Graduate Schools to not require students to accept offers of financial aid before April 15. Students are also obligated to provide a written release from any previously accepted offer of financial aid. (<http://cgsnet.org/april-15-resolution>)

Financial support. A stipend, fellowship, scholarship, or tuition waiver offered by the College.

Program Chair. The listed chair of the student's academic program.

Regular students. Students who seek admission to one of the doctoral or master's degree programs offered by the College.



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## Exhibits / Appendices / Forms

### Council of Graduate Schools April 15 Resolution

## Document History

Approved December 19, 2008 by Graduate Studies Council.

Revised administratively August 9, 2010 to require deferment to be exercised within two terms instead of within any of the next two terms, allowing programs to stay in step for entering students.

Revised administratively August 8, 2012 to add IELTS option.

Revised by Graduate Studies Council November 24, 2015 to include GRE and letters of recommendation waivers, and April 15 Resolution.

Revised administratively July 20, 2017 to specify document delivery mechanism and state explicitly the cutoff date for application acceptance.

Revised administratively January 14, 2019 to explicitly comply with State law by indicating that preference will be given to Tennessee residents who are adequately prepared.

Revised administratively April 19, 2021 to reflect the optional GRE requirement by some programs and allow the number of letters of recommendation to be set by the programs.