

Non-Degree Candidate Policy Statement

Department of Communication Studies
College of Communication and Information Sciences
The University of Alabama

Status Criteria

Permission for non-degree candidacy status in the Department of Communication Studies is granted for those who meet one of the following criteria:

1. The applicant wants to apply for the master of arts program in Communication Studies but has not had time to initiate or to complete the admissions process prior to registration for the semester in which the applicant wants to begin course work.
2. The applicant is uncertain about applying to the graduate program and wants to take department courses before committing to the application process.
3. The applicant wants to take a few courses in the department for professional or continuing education purposes but does not intend to apply for admission into the departmental master of arts degree program.

Admission into M.A. Program Requirements

After permitted as a non-degree student into department and *prior to the completion of 9 hours of graduate course credit in the department*, the non-degree student must submit in writing to the Graduate Program Director a statement of intent to apply for admission into the M.A. program.

With the statement of intent, the applicant must also submit evidence of having completed one of the two accepted entrance exams (GRE or MAT) and of having initiated the formal application process with the Graduate School.

The department will not consider the applicant's admission until test scores and Graduate School application materials are officially submitted.

Admission into the M.A. program must have been completed and approved by the department, prior to registration for the fourth course as a *non-degree student*, for official admission.

Those who have not completed their application for admission will be limited to 12 hours in the program and will not be permitted to register for additional courses in the department.

Permission for 18 hours as Non-Degree

Students who want to take courses in the department for professional or continuing education reasons may request permission to take 18 hours of courses as a non-degree candidate. Permission requires completion of the Graduate School release form, indicating that the student understands that the course work being taken may not be applied to any University degree program.