

**UNIVERSITY OF GUAM**  
**GRADUATE ADMISSIONS OFFICE**  
**303 University Dr., Mangilao GU 96913**

## **INSTRUCTIONS TO APPLICANT**

Please make certain that you provide complete and accurate information required in the Application for Admission and in the accompanying sections of the pages. The Graduate Admissions Office will be glad to assist you if necessary.

**GRADUATE ADMISSIONS STANDARDS:** Students must be admitted to graduate status to take graduate courses for credit, except in the case of qualifying undergraduates as stated in the Academic Regulations of the Graduate Bulletin.

**ADMISSIONS REQUIREMENTS FOR GRADUATE STATUS:** To be admitted to Graduate status, the applicant must have earned a recognized bachelor's degree from an accredited U.S. institution or from a recognized foreign institution with a minimum GPA of 2.50 (C+) on a 4.00 grading system (or the equivalent GPA on the basis of another grading system) and must comply with the following:

1. Apply online at <https://www.applyweb.com/apply/guam/> or file an application form with the Graduate Admissions Office. A non-refundable application fee must accompany the application form. Should you decide not to attend the semester you are applied for, you must submit a written request to the Graduate Admissions Office to defer your application to the following semester. **Application for Admissions is valid for one (1) academic year.**
2. Request an official certified transcripts indicating conferral of degree granted from an accredited U.S. Institution or from a recognized foreign institution, sent directly to the Graduate Admissions Office. Nonofficial copies may be provisionally accepted for the first semester of enrollment. Failure to comply may result in loss of graduate standing and forfeiture of credits. **Admission to the graduate status does not guarantee admission to a particular graduate degree program.**
3. Pass the Graduate English Proficiency Examination (GEPE) administered by the Division of English and Applied Linguistics. If you earned your Baccalaureate Degree from a U.S. accredited institution, you are not required to take the GEPE exam for admission. Official scores of 550-paper-based, or 213-computer-based, or 79-Internet-based on the TOEFL (Test of English as a Foreign Language) or 400 on the Verbal Section of the GRE (Graduate Record Examination) general test or a total score of 400 on the GMAT may serve as a substitute. This requirement may be waived by the Registrar on the basis of other tests of written English or for applicants who have earned post baccalaureate degrees from institutions of higher education accredited in the U.S.
4. Provide written documentation of a Tuberculin Test (PPD) taken within the previous six months (and results of an X-ray if PPD is positive), plus, for students born in 1957 or later, evidence of vaccination against mumps, measles and rubella (MMR).
5. For determining the applicable residency classification for tuition purposes, see Residency Rules.
6. For International Admission (F-1 students), please contact the International Students Program Coordinator at 735-2201 or [admitme@triton.uog.edu](mailto:admitme@triton.uog.edu).

*For enrollment in graduate courses, students must meet the appropriate department requirements, including prerequisite courses or consent of instructor. A maximum of 12 graduate credits, earned at the University of Guam prior to the student's admittance into a graduate program, may be applied toward fulfilling the master's degree requirements. These 12 graduate credits shall not include any prerequisites for a student's admittance into a graduate program. Students must meet all the requirements established for admission to a degree program, and have an approved Form A (available at the Graduate Admissions Office) submitted to the Graduate Admissions Office.*

### **PRE-CANDIDATE STATUS**

Pre-candidate graduate students are those who wish to pursue a specific degree, but who have not yet been admitted to full candidacy for that degree. To be admitted by the Graduate Admissions Office to Pre-candidate Status, a student must fulfill all the requirements outlined above for admission to graduate status, plus the following additional requirements:

1. Declare intention in writing to the Program Chair asking to pursue a specific degree program and seeking advisement from the faculty of the program selected.
2. Meet the requirements established for the chosen degree program, be accepted as a potential candidate by the Program Chair and faculty of that program, and file a Form A with the Graduate Admissions Office, signed by the student, the Program Chair and Program Committee Members, if any.
3. Submit to the Graduate Admissions Office a written statement of accomplishments, interests, and goals and reasons for wishing to pursue a master's degree.
4. Have at least two letters of reference submitted on his/her behalf from persons familiar with the applicant's academic or professional performance.

### **DEGREE CANDIDATE STATUS**

Pre-candidate Students or new applicants may apply for admission to Candidacy for a Degree. A maximum of 12 graduate credits, earned at the University of Guam prior to the student's admittance into graduate school, may be applied toward fulfilling the master's degree requirements. Degree Candidates are admitted in full standing with Candidacy in a specific program.

Degree Candidates must meet the requirements outlined above for Pre-candidate Students and meet the admission requirements for graduate status, as well as the following additional requirements:

1. Meet all admission requirements of the program in which candidacy is sought.
2. Ensure that a fully completed program contract (Form A) signed by student, the Program Chair, the School/College Dean and the Registrar

The Graduate Bulletin presents minimum degree requirements expected of all students. At the discretion of the Advisory Committee, individual students found to have academic deficiencies may be expected to meet additional requirements as a condition to a graduate program and degree candidacy.