

**University of Colorado at Colorado Springs  
Graduate School  
Policies for Guaranteed Early Admission  
January, 2008**

This program is designed to offer outstanding students enrolled in their final semester at UCCS guaranteed and expedited admission to the Graduate School. (Note: Early admission is not available to students on an F-1 visa.) The following general rules shall apply:

1. The special one-page *Guaranteed Early Admissions Form* must be completed by the student and the graduate program director.
2. Each participating graduate program shall develop individual criteria (listed on the reverse side of this page), which if completed satisfactorily, shall guarantee admission to the program. These criteria shall have at least the following elements:
  - a) The GPA required for guaranteed early admission shall be at least as great as that required for regular admission.
  - b) Any student granted early admission shall have completed a minimum of 45 semester hours at UCCS at the time of graduation.
  - c) The Guaranteed Early Admission process is only available to currently enrolled students in their final term to complete the bachelor's degree.
3. The student and the graduate program director shall sign the form, verifying the criteria necessary to qualify for early admission and forward the necessary paperwork to the Dean of the Graduate School for final verification. It shall be the responsibility of the graduate program director to verify that the student remains eligible for guaranteed admission following graduation, and otherwise to notify A & R in writing to rescind the admission guarantee.
4. Requirements for letters of reference or standardized examinations may be waived for guaranteed early admission (see special program requirements on reverse side of this page).
5. Transcripts for coursework taken prior to entering this institution shall not be required. A student must provide transcripts for any coursework completed at another institution subsequent to enrolling at UCCS, or certify that no such courses have been taken.
6. A copy of a transcript generated from SIS shall be printed in the graduate-program department office, reviewed by the program director, and attached to the completed application.
7. Guaranteed Early Admission shall be available for one year following graduation. However, the Guaranteed Early Admission Form shall indicate the semester of admission to the Graduate School. Should the student wish to change the time of admission, it shall be necessary for the program to notify A & R of such change in writing.
8. Applications must be accompanied by a check or money order for the \$60 non-refundable application fee.

## SPECIAL GUARANTEED EARLY ADMISSION REQUIREMENTS

**Communication** – B.A. from Communication department, with a minimum GPA of 3.7 for all Communication course work at UCCS. No letters required.

**History** – B.A. from History department, with a minimum GPA of 3.3 in the major and a 3.3 overall. Letter of recommendation from the History graduate program director only. The writing sample is waived.

**Sociology** – B.A. from the Sociology department, with a minimum GPA of 3.25 overall, and 3.33 in the Sociology major. No letters of recommendation are required, and the GRE requirement is waived.

**MSc/Chemistry** – Complete a minimum of 45 semester hours at UCCS at the time of graduation, with a minimum GPA of 3.5, and an approval form signed by two Chemistry faculty from the Chemistry Department.

**MSc/Forensic Science** – B.A. or a B.S. from the Biology or Chemistry department, with minimum GPA of 3.0, and 3.25 in major courses. No letters of recommendation are required, and the GRE requirement is waived.

**MSc/Sports Medicine, MSc/Sports Nutrition and MSc/Health Promotion** – Both of these option areas require a B.A. or B.S. from the Health Science or Biology department, with a minimum GPA of 3.0 overall, and 3.25 in major courses. Former HSCI students only need one letter of recommendation and all others will need to provide two letters as well as meeting all program admission requirements.

**Applied Mathematics** – B.A. or a B.S. in Mathematics, with a minimum GPA of 3.0 overall and in all mathematics course work; Letter of recommendation from Mathematics department chairperson only.

**Computer Science** – B.S. or B.I. from the CS department, with a minimum overall GPA of 3.0, and Letter of recommendation from department chairperson only.

**Electrical Engineering** – B.S. from ECE department, with a minimum overall GPA of 3.25, Letter of recommendation from undergraduate department chairperson (current) only.

**Mechanical Engineering** – B.S. from ECE or MAE department, with a minimum overall GPA of 3.25; Letter of recommendation from undergraduate department chairperson only.

### **Guaranteed Early Admission is not available for students applying to the following programs:**

Applied Geography (MA)

Psychology (MA) and Geropsychology (PhD)

MSc in Biology, Biotech, Organismic, and Exercise Science

School of Public Affairs (MPA & MCJ)

College of Education (Counseling, Special Education, Leadership and Curriculum and Instruction)

Nursing (MSN)

Business Administration (MBA)

Any PhD program

**Graduate School  
University of Colorado at Colorado Springs  
Guaranteed Early Admission – Application Form**

**PART I (to be completed by Applicant)**

NAME: \_\_\_\_\_ Student ID #: \_\_\_\_\_  
Last First Middle

ADDRESS:

\_\_\_\_\_  
No. & Street City State Zip

BIRTHDATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ PHONE NUMBER: (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
Mo. Day Yr. Home Daytime

HAVE YOU EVER BEEN CONVICTED OF A FELONY? No  Yes  (if Yes, attach an explanation.)

SINCE BEGINNING STUDY AT CU, COLORADO SPRINGS, HAVE YOU TAKEN ANY COURSEWORK AT OTHER INSTITUTIONS OF HIGHER EDUCATION? No \_\_\_\_ Yes \_\_\_\_ (If yes, give institution, dates, and degrees if any. Official transcripts must be requested and sent to department, and attached to this form by department.)

\_\_\_\_\_  
Institution/dates

EXPECTED TERM AND YEAR OF BA/BS DEGREE: \_\_\_\_\_ 20\_\_\_\_\_  
Semester Year Department

**PART II (to be completed by Graduate Program Director)**

REQUIREMENTS TO BE COMPLETED TO ASSURE GUARANTEED ADMISSION TO THE \_\_\_\_\_ DEGREE IN THE DEPARTMENT OF \_\_\_\_\_:

Graduation at the end of \_\_\_\_\_ semester, 20\_\_\_\_, with an overall GPA of at least \_\_\_\_\_.

Successful completion of the following courses: \_\_\_\_\_

Other: \_\_\_\_\_

**PART III (to be supplied by the Department)**

An SIS transcript of all work completed at the University of Colorado must be attached to this form.

**PART IV (to be completed by Graduate Program Director and signed by Applicant and Graduate Program Director)**

Upon completion of the above requirements, the student will be admitted as a regular student in the Graduate School for the degree

\_\_\_\_\_  
Degree name Department Major code

effective \_\_\_\_\_ semester, 20 \_\_\_\_.

\_\_\_\_\_  
Signature of Applicant Date

\_\_\_\_\_  
Signature of Program Director Date

\_\_\_\_\_  
Signature of the Dean of the Graduate School Date

A&R must be notified in writing by the Program Director if the requirements are not met or if there is a change in the effective date

Revised: 10/22/2009