Admission to Graduate Study

When the probationary period of nine credit hours is completed, associate graduate students must petition for regular student status in order to enroll for additional coursework. Such a petition requires the submission of any regular admission documents not already on file. Courses completed during a successful probationary period may count toward a graduate degree if they are part of an approved program.

NON-DEGREE STUDENTS

Students may seek enrollment in graduate courses with non-degree status. Students in this category are generally seeking admission to a certificate program or evaluating their ability to formally enroll in a degree program. Prospective non-degree graduate students must complete an application through the online application process: https://www.applyweb.com/lehighg/index.ftl (https://www.applyweb.com/lehighg/). The admissions criteria for non-degree graduate students are: 1) a bachelor’s degree from an approved institution with an overall grade point average of at least 3.0 (applicants with undergraduate GPAs below 3.0 may be admitted with the approval of the department in which they wish to take courses); or 2) evidence that the applicant is presently a student in good standing in an appropriate graduate program at an approved institution; or 3) evidence that the applicant has received an appropriate graduate or other advanced degree from an approved institution. In addition, non-native English speakers are required to demonstrate English language skills equal to those required of degree-seeking students and are held to the same English proficiency standards. In some programs, non-degree students must receive permission from the course instructor or program director before enrolling. Requirements may vary by college.

Admission decisions for non-degree students are made by the dean of the appropriate college or other responsible official designated by him/her for this purpose. The signature of the designated official on the application and registration forms confers admission to the non-degree graduate student status. Informal transcripts will be accepted for initial admission, but formal transcripts must be on record before the student can receive any transcript or grade report from the university or enroll for additional courses. Non-degree students must abide by Lehigh’s student code of conduct.

Additional Non-degree Options

There are two additional non-degree options:

1) Students may take as many courses as they wish towards professional development/personal enrichment.

2) Students may take courses for external certification. Students pursuing external certification will complete coursework for the appropriate certification, with the number of credits dictated by the external accrediting agency. Given this external control of credit requirements, the number of credits will vary.

In some programs and within limits, students may apply non-degree courses towards a degree. Students who wish to apply credits taken as a non-degree student to a degree must apply for formal enrollment in a graduate program after no more than 12 credits of graduate coursework. Further, no more than 12 credits taken as a non-degree student may be applied to any graduate degree. Note that all coursework applied to a Master’s degree must be completed within a 6-year timeframe. Non-degree students seeking admission to a degree program must submit all the components required for admissions consideration by that degree program and must meet the required criteria for the degree. Students should consult their respective college dean’s office for proper procedure.

GRADUATE COURSE AUDITING

With the permission of the departmental chair, graduate students can be admitted to a course as auditors. This course will not count for credit towards any graduate degree, and may not subsequently be taken for credit. In no case shall a student who has attended a course as an auditor be given an anticipatory examination for credit or register for the same course in the future. A student completing a course in this manner will have the course and the notation “AU” indicated on the permanent record. A student rostered on an audit
borders may be withdrawn from the course with a grade of "W" for poor attendance.

LEHIGH UNIVERSITY UNDERGRADUATES
A Lehigh undergraduate with a 3.0 cumulative grade point average who has achieved Junior standing may request permission to take a 400-level course for which she or he is qualified. The qualifications are defined by the department and are certified by the course instructor and department chairperson through a petition to the Graduate and Research Committee. Additional information on constraints on undergraduates taking graduate-level courses can be found in Guidelines for Undergraduates to Take Graduate Level Courses (http://catalog.lehigh.edu/undergraduatestudies/guidelinesforundergraduatestotakegraduatelevelcourses/).

Undergraduates at Lehigh who wish to take graduate-level coursework should follow the guidelines found here (http://catalog.lehigh.edu/undergraduatestudies/guidelinesforundergraduatestotakegraduatelevelcourses/).
Lehigh undergraduates may apply up to 12 course credits taken in the undergraduate program toward a graduate degree under the following conditions: 1) the course credits are not submitted as part of the requirement for an undergraduate degree; 2) approval is granted by the graduate program director, department chairperson and the dean of the college or their designee. The student must receive a final course mark of B- or better. Students should submit a Petition to Reserve Credits For Graduate Degree form with the required approvals.

Accelerated 4+1 Bachelor/Master degree programs are available in each college. Interested students can find additional information on the Special Undergraduate Academic Opportunities (https://catalog.lehigh.edu/undergraduatestudies/specialundergraduateacademicopportunities/) page.

READMISSION
A student who has not been registered in a Lehigh graduate program for one year must petition for readmission. Petitions approved by the student’s major department must be forwarded to Registration & Academic Services. The procedure may vary by college.

INTERNATIONAL STUDENTS AND SCHOLARS
International applicants must hold an American bachelor's degree or an equivalent foreign degree requiring at least 16 years of primary, secondary, and university education. International applicants applying for regular graduate student status must submit all documents required for that status (see above).