

GRADUATE ADMISSION

Application for Admission

Application information and forms for degree and non-degree admission may be accessed by visiting admissions.iit.edu/graduate .

All documents submitted in support of an application must be the original. Documents may not be duplicated, transferred, forwarded or returned once they have been submitted to the university. A non-refundable application/processing fee must accompany the application. Students will find current application fees, applications, and instructions at admissions.iit.edu/graduate . Students applying to Stuart School of Business, Chicago-Kent College of Law, Institute of Design, Department of Psychology, and College of Architecture should visit their respective websites for information. Any applicant or student who has attended the university previously is not required to submit an additional application fee.

Students who do not register for the semester they originally applied for must contact the Office of Graduate Admission and request to defer their admission for up to one year. Deferral requests may be submitted to gradstu@iit.edu . Transcripts must be submitted for all courses attempted at other institutions. Students wishing to register more than one year after the initial application must apply as a new student and resubmit all documents and fees.

Applications and information for graduate programs in business may be obtained from Stuart School of Business by visiting stuart.iit.edu/ .

Applications for programs in law may be obtained from Chicago-Kent College of Law by visiting kentlaw.iit.edu , by calling 312.906.5020, or by writing to the college at 565 W. Adams, Chicago, IL 60661.

Applications for the College of Architecture are available by visiting arch.iit.edu or by phoning 312.567.3260. The college's mailing address is Crown Hall, 3360 S. State, Chicago, IL 60616.

Degree-Seeking Versus Non-Degree Status

A degree-seeking student is a registered student who submitted an application for admission as a degree-seeking student, was accepted by an academic unit in a specific degree program, and received a formal letter of admission. Degree-seeking students are required to register every semester except summer unless they receive special permission in writing for a leave of absence from the Office of Graduate Academic Affairs.

A non-degree student is a registered student who holds an undergraduate degree from an accredited institution, submitted an application for admission as a non-degree student, and was admitted. Non-degree students are those who wish to improve their professional or personal development without being required to fulfill degree requirements, are not certain about their prospective field of study, have less than a 3.0/4.0 undergraduate GPA, or are unable to submit a completed regular application prior to the beginning of the semester. Non-degree students are not accepted into a graduate degree program and are not classified as degree-seeking students. (See below for procedures on becoming a degree-seeking student.)

Admission as a Degree-Seeking Student

To apply, please submit an application, including all supporting documents and application fee, prior to the published deadlines. Applications received after the specified dates will be considered only if circumstances permit. In addition to the application form, the applicant must submit the following:

1. Official transcripts of all academic work at the college level or above
2. Professional statement
3. Required test scores
4. Letters of recommendation
5. Application fee

All applicants are required to submit GRE general test scores. A minimum score of 292 (quantitative + verbal) and 2.5 (analytical writing) is required for M.S. and professional master's degree applicants. Ph.D. applicants must meet the minimum requirements of 298 (quantitative + verbal) and 3.0 (analytical writing). Individual departments, colleges, and institutes may require higher scores. Students should see the specific admissions requirements listed for each academic unit in the relevant sections of this bulletin. GRE scores may be no more than five-years old.

The Illinois Institute of Technology code number is 1318. The GRE requirement may be waived for applicants to professional master's degree programs who hold bachelor's degrees from an accredited degree program at a U.S. college or university with a cumulative GPA of 3.0/4.0 or higher. The required minimum cumulative undergraduate GPA for regular admission is 3.0/4.0. Students with a 2.5/4.0 GPA may be admitted as non-degree students with a probationary status (see Admission as a Non-Degree Student .) Applicants to Chicago-Kent College of Law must submit LSAT scores and other documentation as required by the law school. Stuart School of Business applicants are required to submit GMAT or GRE and other documentation as required by the business school. Prospective students can obtain

more information about admission requirements for Chicago-Kent College of Law at kentlaw.iit.edu/ and for Stuart School of Business at stuart.iit.edu .

Meeting the minimum required test scores and GPA does not guarantee admission. Specific requirements and factors considered by academic units in admission decisions for specific degree programs are outlined in the relevant sections of this bulletin.

Admission as a Certificate Student

Admission as a certificate student requires that the student submit the online application form and official transcripts of all college-level coursework. A certificate student must possess a bachelor's degree with a cumulative GPA of 2.5/4.0. A certificate student whose bachelor's degree(s) is not in the field of certificate study or a closely related field may be required to take additional prerequisite courses that may not count toward the certificate. Certificate students are permitted to enroll in as many credit hours as are necessary to complete the certificate.

Certificate students who later apply and are admitted to a master's degree program may apply only approved certificate coursework with a grade of B or better to the master's degree.

Citizens and permanent residents of the United States may apply as a non-degree student under the following classifications:

1. Applicants with incomplete degree seeking applications; who have a minimum undergraduate GPA of 2.5/4.0; or who cannot submit required documentation by the application deadline; or who are undecided on their long-term status or degree program.

A final degree-seeking admission decision may be deferred until the requisite GPA has been achieved in study as a non-degree student, or until the required documents are submitted. Non-degree students seeking to convert to degree-seeking status must complete a regular online application to a degree program prior to the completion of nine credit hours of study. If a non-degree student applies for and is granted admission to a degree program, a maximum of nine credit hours of approved coursework taken as non-degree student and passed with a grade of B or better may be applied to the degree.

2. Applicants that must complete specific prerequisite courses prior to consideration of admission to a degree-seeking program. Courses taken in this classification are not counted toward degree requirements.
3. Applicants that do not intend to acquire a graduate degree in any specific discipline and wish to enroll in a variety of courses. Students may not pursue or earn a graduate certificate or degree while admitted in this status. Course credits earned are for continuing professional education.

The Office of Graduate Admission will notify non-degree students of the conditions under which they are admitted. Students should also refer to the section on Transfer Credit .

International students on an F-1 visa cannot be admitted as non-degree students in any classification.

Admission as a Non-Degree Student

Citizens and permanent residents of the United States may apply as a non-degree student under the following classifications:

1. Applicants with incomplete degree seeking applications; who have a minimum undergraduate GPA of 2.5/4.0; or who cannot submit required documentation by the application deadline; or who are undecided on their long-term status or degree program.

A final degree-seeking admission decision may be deferred until the requisite GPA has been achieved in study as a non-degree student, or until the required documents are submitted. Non-degree students seeking to convert to degree-seeking status must complete a regular online application to a degree program prior to the completion of nine credit hours of study. If a non-degree student applies for and is granted admission to a degree program, a maximum of nine credit hours of approved coursework taken as non-degree student and passed with a grade of B or better may be applied to the degree.

2. Applicants that must complete specific prerequisite courses prior to consideration of admission to a degree-seeking program. Courses taken in this classification are not counted toward degree requirements.
3. Applicants that do not intend to acquire a graduate degree in any specific discipline and wish to enroll in a variety of courses. Students may not pursue or earn a graduate certificate or degree while admitted in this status. Course credits earned are for continuing professional education.

The Office of Graduate Admission will notify non-degree students of the conditions under which they are admitted. Students should also refer to the section on Transfer Credit .

International students on an F-1 visa cannot be admitted as non-degree students in any classification.

International Applicant Requirements

General Requirements

International applications are incomplete until the following are received:

1. Application fee
2. English proficiency test scores (TOEFL, IELTS, or PTE, if required)
3. GRE scores
4. Official transcripts of all academic work at the university level or above
5. Professional statement and portfolio (if required)
6. Two letters of recommendation (three for Ph.D. applicants)

If any of these documents are not in English, the student must provide a certified English translation by a qualified translator, together with the original certified non-English credentials. A minimum GRE score of 292 (quantitative + verbal) and 2.5 (analytical writing) is required for M.S. and professional master's applicants.

Ph.D. applicants must meet the minimum GRE requirements of 298 (quantitative + verbal) and 3.0 (analytical writing). Individual departments, colleges and institutes may require higher scores. Students should see the specific admissions requirements listed for each academic unit in the relevant sections of this bulletin. GRE scores may be no more than five years old.

Certification of Official Transcripts

Completion of graduate studies and conferral of the higher degree requires degree-seeking admission to Illinois Institute of Technology (IIT), and prior completion of the prerequisite degree requirement, as outlined in the current Bulletin: Graduate Programs. Admitted graduate students are required to have earned the prerequisite degree(s) prior to enrollment in the first semester, and to present certification of the earned degree(s) during that semester. Students with an earned degree from IIT, or prior college-level work at IIT, may be exempted from the degree certification policy at the discretion of the Office of Graduate Admission.

Degree certification will be completed during the first semester of enrollment. The student is responsible for requesting all required official documents and services and for the associated costs. The university reserves the right to deny degree conferral to any student who fails to provide the required certification of official documents as outlined. In all cases, a student may not directly submit official documents to satisfy the degree certification requirement.

Master's degree students with an earned baccalaureate degree from an accredited U.S. Institution of Higher Learning: Verification of the baccalaureate degree will be satisfied by the submission of the official certified transcript for the earned degree, sent directly from the institution conferring the degree to the university's Office of Graduate Admission during the first semester of enrollment.

Master's degree students with an earned baccalaureate degree from a foreign institution of higher learning: Verification of the baccalaureate degree will be initiated by the submission of the required documents (and English translations), sent directly from the institution(s) conferring the degree(s) to the accepted international credential evaluation service (and English translation service as required). Credential certification will be satisfied when an affirmative report of the earned degree is received by the university from the accepted international credential evaluation service. Visit the Office of Graduate Admission website (admissions.iit.edu/graduate) for details on submitting the official documents to an accepted international credential evaluation service.

Doctoral students with master's-level and/or baccalaureate degree(s) from an accredited U.S. Institution of Higher Learning: Verification of all earned degrees will be satisfied by the submission of the official certified transcript, for each earned degree, sent directly from the institution conferring the degree(s) to the Office of Graduate Admission (admissions.iit.edu/graduate) during the first semester of enrollment at the university.

Doctoral students with master's-level and/or baccalaureate degrees from a foreign institution of higher learning: Verification of all earned degrees will be initiated by the submission of the official required documents (and English translations), sent directly from the institution(s) conferring the degree(s) to the accepted international credential evaluation service (and English translation service as required). Credential certification will be satisfied when an affirmative report of the earned degree(s) is received by the university from the accepted international credential evaluation service. Visit the Office of Graduate Admission website: admissions.iit.edu/graduate for details on submitting the official documents to an accepted international credential evaluation service.

Failure to provide the required certification of the earned degree(s) will prevent degree conferral. Should the review of official documents fail authentication, the student will be dismissed from graduate study at the university.

For any questions regarding the submission and/or certification of official transcripts, please contact the Office of Graduate Admission (admissions.iit.edu/graduate).

English Competency

Non-native English speakers must prove proficiency in English by submitting a TOEFL (Test of English as a Foreign Language), IELTS (International English Language Testing System), or PTE (Pearson's Test of English) score. The minimum total and section scores for each examination are listed in the table below.

Examination	Minimum Total Score	Minimum Section Score
TOEFL	90	20
IELTS	6.5	5.5
PTE	47	53

Applicants with any section score (or total score) which fails to meet the minimum values listed above will be required to take one or more English courses as determined by an assessment test administered during orientation week. Students are required to take the first of any such necessary courses during the first regular semester of enrollment. Applicants with four or more years of undergraduate education in English as the medium of instruction will be exempt from the TOEFL, IELTS, or PTE requirement, and any English courses.

By accepting admission to the university, students agree to take any additional English courses the Graduate College deems necessary in accordance with the English assessment test. Students whose TOEFL, IELTS, or PTE and assessment test scores indicate they must take two or three English courses will have the opportunity to take an Illinois Institute of Technology English exam near the end of their first course to determine whether their English has improved enough to exempt them from the additional course(s). This exam is administered to all students with TOEFL deficiency prior to the first semester of registration and upon arrival by the Office of Professional Development (OPD).

Applicants should have the official test results sent from the appropriate testing agency to the below address:

Office of Graduate Admission
 Illinois Institute of Technology
 10 W. 33rd Street, Room 203
 Chicago, Illinois 60616

The Illinois Institute of Technology school code number is 1318.

Financial Support

Institutional funds available to assist international students are limited and are usually awarded to a small number of selected students with outstanding academic credentials. Applicants on F-1 student visas are not eligible for part-time employment during their first year of enrollment. International students must provide a certified financial affidavit from a responsible government official, or an official of a recognized financial institution, certifying that the student has (or will have available) funds to cover their entire period of study at the university, and that the funds are free from restrictions and immediately available to cover a period equivalent to one calendar year. The I-20 or DS-2019 cannot be issued until an acceptable affidavit of financial support is received. Additional funds will be needed for travel expenses. Simple statements from parents or relatives to pay all expenses are not acceptable. Bank statements are not acceptable unless accompanied by a certified statement that the funds may be transferred to the United States for the student's use. Documents must be dated within six months of the student's beginning date.

All credentials for international students should be received by the published deadlines. Completion of applications after that date may not allow time for a decision to be made and/or a visa to be issued for the semester requested. It is also helpful for applicants to submit a copy of their passport with their application materials to verify accuracy of the applicant's name. Applicants are warned not to make definite arrangements for attending the university until they have received a formal notice of admission. Students will be advised of their admission decision as soon as possible after the university's receipt of all credentials, usually within six weeks.

Readmission for a Second Graduate Degree

A student who earns a graduate degree at Illinois Institute of Technology is not automatically accepted as a student in a second-degree program in either the same or a different academic unit.

Continuation for a second degree is contingent upon admission in the second program. Additional information is available from the Office of Graduate Admission.

Newly Admitted Students

Accompanying the admission letter will be a website link to the Intent to Enroll form, housing information, initial registration instructions, medical examination form, and an immunization form. For international students the admission packet will include the I-20 or DS-2019 and a link to the Graduate Student Handbook. To register in the semester for which they were admitted, students must return the completed medical form and immunization form.

Arrangements for campus housing must be made directly with the below office:

Director of Housing
Illinois Institute of Technology
3303 S. State St.
Chicago, IL 60616
phone: 312.567.5075 or email housing1@iit.edu

Admission does not include commitments for room and board. A cash deposit is required with the application for housing. In general, the university cannot provide housing assistance for students who wish to live off-campus.

Newly admitted students should consult their academic units concerning program, degree requirements and special departmental regulations, and should make every effort to arrive at the university in time for the initial registration advising date. If students cannot arrive before the last day of late registration, the Office of Graduate Admission must be notified at gradstu@iit.edu.

Enrollment Confirmation and Deferral Requests

At the time of admission, the student should submit a non-binding Intent to Enroll Form in the applicant portal to reserve a place in the program. All students who wish to defer their enrollment to the subsequent semester must request the deferment by contacting the Office of Graduate Admission (gradstu@iit.edu, 312.567.3020). International students may be required to submit a new bank statement.

Immunization Requirement

In accordance with Illinois law, all students born on or after January 1, 1957 and enrolling at Illinois Institute of Technology for the first time after July 1, 1989, must supply health provider-documented evidence of vaccination for diphtheria, tetanus, measles, rubella, and mumps. Transfer students are considered as first-time enrolled students. Students enrolling for the first time during a summer session may be permitted to enroll in the subsequent fall semester before providing proof of immunity. Students who wish to enroll only in one class per semester or via IITV at corporate sites may file a written request for an exemption. Exemption from one or more of the specific requirements may also be granted based on documented medical or religious reasons. A student who fails to provide acceptable evidence of immunity shall be prevented from registering for classes in the next semester. Individuals who are not properly immunized or who do not have proof of immunization may receive the required immunizations at the Student Health and Wellness Center for a nominal fee. The Certification of Immunization form is available at iit.edu/shwc/immunizations. Questions regarding this policy should be directed to:

Student Health and Wellness Center
Illinois Institute of Technology
IIT Tower, Suite 3D9-1

10 W. 35th St.
Chicago, IL 60616
312.567.7550 or student.health@iit.edu