Graduate Admissions
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WHY IS THE APPLICATION PROCESS SO IMPORTANT?
Goals of Admission Processes

- Provides closure to recruitment program
- Facilitate the matriculation of applicants with greatest potential to complete degree
- Matches applicant’s knowledge, skills, attributes and interests with program characteristics and a graduate mentor
Admissions Process

- Collecting Application materials
- Evaluating credentials
- Selecting applicants
- Notifying applicants
- Assessing admissions processes
- Maintaining accurate admission records

[Diagram showing the flow of the admissions process]

[Kansas State University logo]
Administration of Admissions

Technical Functions

Policy Making
Technical Functions

- Collecting Application Materials
- Evaluating Credentials
- Entering and maintaining admissions data
- Tracking applicants through the systems
- Communicating with applicants through the process
Policy Functions

- Determining and assessing admission policies
- Establishing and maintaining admissions standards
Structure of the Admission Process

- Centralized Admission
- Decentralized
- Collaborative Model
Centralized Model

- Minimum admission’s standards determined by governing body
- Centralized collection of application materials
- Initial Review of credentials
- Program/department make admissions recommendation
Centralized Model (Continued)

- Admissions processed centrally
- Communication with Applicant
- Maintenance of Records
- Review of policies and procedures
Decentralized Model

College/ Department

- Sets admission standards
- Determines admission processes
- Administers the review and processing of applications
- Communicates with students
- Maintain records
Blended or Collaborative Model

Distributions of processes varies

- Size and complexity of college or university
- Availability resources
- Efficiency of operations if centralized
  - Online application
  - Collection of application fees
  - International credential review
- Reviewing requiring discipline specific expertise
Distribution of Model

- Centralized excluding Medicine and Law: 62%
- Decentralized: 22%
- Blended/Collaborative Model: 16%

(Source: NAGAP, 2003)
Policy Decisions

Decision on degree of selectivity

Minimum admission standards
- GPA
- GRE and other standardized test scores

International admission’s requirements
- Language Proficiency
- Degree equivalency
Policy Decisions (Continued)

Stipend level and benefits
- Monthly stipend
- Tuition and fees paid
- Health Insurance

Application fees
- Amount
- Waiver policy
- Allocation of fees

Admission Deadlines

Fixed data vs rolling admission dates

Cohort vs individuals

Admission categories and criteria
- Regular
- Probationary
- Provisionally
Dear Willie the Wild Cat,

Congratulations!

You've been accepted into Graduate School.

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Legal authority to offer admission

- Administrative person who has sole authority to offer admission to a graduate program
- Example: Dean of Graduate School

Admission offer in writing

- PDF document sent electronically via email
- Letter mailed or shipped
- E-ship Global service for international students
Resolution Regarding Graduate Scholars, Fellow, Trainees and Assistants

April 15th
Data Driven Decision Making From Admission Information

Admitted vs. Matriculated/enrolled

Assessment of reasons for not enrolling

- Financial support packet
- Ability to work with faculty members
- Physical Facilities
- Research expertise of faculty
- Personal factor
- Other factors
Data Driven Decision Making From Admission Information

- Retention rate
- Graduation rate
- Demographic profile of students
- Enrollment management
- Feeder schools
  - STEM field
  - Underrepresented students
Outcomes

Higher retention

Higher graduation rates

More satisfied graduate students, faculty and alumni

Higher quality graduate programs

Effective enrollment management