

# Admissions

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Every application for admission is processed through the Office of University Admissions and is reviewed by the Graduate Admissions Committee. Candidates are notified of their admission status by mail. Admission decisions cannot be communicated by telephone, e-mail, fax, in-person, or to third parties. For admissions information contact:

## Office of University Admissions

New Jersey Institute of Technology

University Heights

Newark, NJ 07102-1982

(973) 596-3300, fax (973) 596-3461, e-mail: [admissions@njit.edu](mailto:admissions@njit.edu)

For an online application for admission go to [www.njit.edu/admissions/apply-online.php](http://www.njit.edu/admissions/apply-online.php) (<http://www.njit.edu/apply-now/>)

## Test Requirements

### Graduate Record Examinations (GRE)

The GRE (general test) is required by some, but not all, graduate and doctoral programs. You can locate the list of programs that require it on the University Admissions website

For further information about taking the GRE, contact: Educational Testing Service, P.O. Box 6000, Princeton, NJ, 08541; phone (609) 771-7670, 8 a.m. to 8:45 p.m.; [www.gre.org](http://www.gre.org) (<http://www.gre.org/>). For additional information, please visit: <https://www.njit.edu/admissions/masters-programs> (<https://www.njit.edu/admissions/masters-programs/>).

### Graduate Management Admission Test (GMAT)

The GMAT is required for all applicants for the MBA in Management of Technology and the MS in Management programs. Students with significant business experience who are seeking admission into the MS in Management program may apply for a GMAT waiver. For additional information, contact the graduate admissions office at (973) 596-6378. The GMAT also can be used to fulfill test requirements for the master's programs in information systems and in public health.

For further information about taking the GMAT, contact: Educational Testing Service, P.O. Box 592, Princeton, NJ, 08541; phone (609) 771-7330, 8 a.m. to 8:45 p.m.; or [www.gmat.org](http://www.gmat.org) (<http://www.gmat.org>)

### Law School Admission Test (LSAT)

The LSAT can be used to fulfill test requirements for the master's program in public health.

For further information about taking the LSAT, contact: Law School Admission Council, (215) 968-1001 or [www.lsac.org](http://www.lsac.org) (<http://www.lsac.org>)

### Medical College Admission Test (MCAT)

The MCAT can be used to fulfill test requirements for the master's programs in information systems and in public health.

For further information about taking the MCAT, contact: Association of American Medical Colleges, (202) 828-0600 or <https://www.aamc.org/> (<https://www.aamc.org/students/students> (<https://www.aamc.org/students/>)) (<https://www.aamc.org/students/>) For registration materials, contact: MCAT Program Office, P.O. Box 4056, Iowa City, Iowa, 52243; or phone (319) 337-1357.

### Test of English as a Foreign Language (TOEFL)

All international applicants must show a TOEFL score of at least 550 (paper-based); 213 (computer-based); 79 (internet-based).

For further information about taking the TOEFL, contact: TOEFL/TSE Services, P.O. Box 6151, Princeton, NJ 08541; phone (609) 771-7100 Monday--Friday, between 8 a.m. and 9:45 p.m. and Saturday, between 9 a.m. and 4:45 p.m. New York time, for recorded information or personal assistance; or see [www.toefl.org](http://www.toefl.org) (<http://www.toefl.org>).

### International English Language System (IELTS)

International applicants may submit results from the IELTS exam in lieu of the TOEFL. The minimum score is 6.5 with no sub-score lower than 6.0.

For further information about taking the IELTS, contact IELTS; [www.ielts.org](http://www.ielts.org) (<http://www.ielts.org>).

## Master's Degree Programs

Master's degree programs provide advanced education needed by professionals in an era of rapidly expanding technology and normally require more specialization in the academic discipline of the student's bachelor's degree.

To be considered for a master's program at NJIT, you must have completed a four-year undergraduate program accredited in the United States, or its equivalent, and demonstrate strong academic achievement in an appropriate discipline

All applicants should submit supplementary evidence of their potential for successful graduate work. Letters of recommendation, GRE or GMAT scores, a publications record, prior research experience, a record of exceptional career development, a statement of the applicant's objectives, interests and professional experience are examples of appropriate supplementary evidence.

## Bridge Program

Students who seek a master's degree in an academic discipline different from that of the bachelor's degree may be admitted to a master's degree program but may be required to complete appropriate undergraduate and/or graduate prerequisites in addition to the normal graduate degree requirements of the program. The program of courses will be individually designed in consultation with their graduate advisor. Bridge courses must be completed before 9 credits of graduate degree courses are earned. Bridge courses are not counted as degree credits but do count in graduate GPA calculations if the course is numbered 500 (500G for Architecture) or higher.

## Admissions Procedures for Master's Study

Students can access and submit the graduate application online at [www.njit.edu/admissions/apply-online.php](http://www.njit.edu/admissions/apply-online.php) (<http://www.njit.edu/apply-now/>). A non-refundable application fee is required. Applications may be deferred for one semester for a delay in admission without incurring another fee. Official transcripts from all colleges and universities previously attended are required. To be accepted as official, transcripts must be sent directly to the Office of University Admissions by the institutions concerned. Applications for fall (September) admission must be received by June 1; for spring (January) admission by November 1. Applications for financial support for fall (September) must be received by December 15. Applications for financial support for spring (January) must be received by October 15. Supporting documents must also reach the Office of University Admissions by the above dates. Incomplete applications or applications received after these dates will normally be processed for the following semester.

## Program Transfers

Students who wish to transfer from one master's degree program at NJIT to another at NJIT must complete a change form on the Registrar Forms website. Courses taken in one program are not necessarily transferable to another, nor may credits be applied to more than one degree, except as provided by the M.S./M.S. program. Students admitted to one degree program are normally required to be in the original program for one full year before admission and enrollment in another degree program.

## Joint Master's Degrees with Other Universities

The university cooperates with Rutgers-Newark and with Rutgers Biomedical and Health Sciences in unique offerings of joint master's programs. Specific information about application and admission requirements for each is provided in the degree program descriptions located in the Degree Program section of this catalog. Programs that lead to joint master's degrees are applied physics, biology, computational biology, environmental science, and history with Rutgers-Newark and public health with Rutgers-Newark and RBHS. There is also a dual degree program in which a student may simultaneously earn a masters degree in Infrastructure Planning from NJIT and in City and Regional Planning from Rutgers-New Brunswick.

## Doctoral Programs

New Jersey Institute of Technology offers doctoral programs to fill society's need for creative research scientists and engineers.

## Admissions Requirements for Doctoral Study

If you are applying for admission to one of NJIT's doctoral degree programs, you are required to have an appropriate academic background as described by the individual degree programs and evidence of a high level of achievement, including GPA, in your prior studies.

GRE scores are required for admission to all doctoral programs.

An applicant who wishes to pursue a doctoral degree in a field different from that of previous study, and who is otherwise qualified, may establish eligibility by satisfactorily completing a program of study recommended by the department in which they seek admission.

Applicants who wish to complete a master's degree while pursuing a doctorate must apply for admission to the master's program. This requires the approval of the doctoral program and dean of graduate studies, and where permitted, generally occurs only at or near the completion of the doctoral program.

Mid-career scientists and engineers interested in part-time study may wish to consider the collaborative doctorate option described in the Graduate Studies section of this catalog.

## Admissions Procedures for Doctoral Study

Admissions procedures are the same as for a master's degree. In addition, three letters of recommendation are required from individuals who can best judge the applicant's ability to pursue independent research and complete a doctoral program.

## Joint Doctoral Degrees with Other Universities

NJIT cooperates with other universities in Newark in operating and developing doctoral programs of mutual interest.

The university participates in unique offerings of joint doctoral programs with Rutgers-Newark and RBHS. Students may apply and be admitted through either university. Programs that lead to joint degrees are applied physics, biology, environmental science and mathematical sciences with Rutgers-Newark, biomedical engineering with RBHS and urban systems with both Rutgers-Newark and RBHS.

NJIT faculty participate in the doctoral program in management offered by Rutgers-Newark. NJIT faculty supervise Rutgers doctoral students in this program. Admissions to the doctoral program in management is handled by Rutgers-Newark.

## Admission Classifications

### Degree (Matriculated Students)

#### Regular Admission

Applicants who meet NJIT standards and have an appropriate undergraduate academic background for the degree program to which they are seeking admission will be offered regular admission as degree-seeking (matriculated) students.

#### Conditional Admission

NJIT expects applicants to have a superior academic record, but recognizes that interest, creativity, maturity, and motivation are also important. Conditional admission to the university may be granted to applicants who do not have the appropriate academic background required for a particular degree program, but who have an academic record that meets NJIT's scholastic standards.

Once granted conditional admission, students must complete conditional or bridge courses specified by the university within their first two semesters. Such courses may be at either the undergraduate or graduate level and are NOT counted as degree credits although all courses numbered 500 (500G for Architecture) or higher are calculated in the cumulative GPA. Students must attain grades specified by the university and are not permitted to take more than 9 credits that count as graduate degree credits at NJIT before meeting the terms of conditional admission. Failure to meet these conditions may result in dismissal from the university.

#### Contingent Admission

Students who apply for admission to graduate programs before completing their bachelor's degree, and whose records demonstrate superior academic achievement, may be offered admission to NJIT contingent on their showing proof of receiving a bachelor's degree appropriate for the degree program for which they are seeking admission. Such students must show proof of graduation before being permitted to enroll in a graduate program.

#### Change of Program

Students are admitted to one graduate degree program and not to the university as a whole. Students who wish to change major on arrival at NJIT must file an application for the new program and must generally remain in the original program for one full year before the application is approved. There is no guarantee or requirement that the new application will be successful. Those on support are liable to loss of support from the original department and cancellation of a current award.

#### Change of Level

Students who wish to change current degree level must file an application for admission to the new degree level. There is no requirement or guarantee that the application will be successful. Students who wish to drop down to a master's program from a doctoral program should be aware of the impact of this action on current and future financial support. Students who wish to raise their level from a master's to a doctoral program should be aware of any impact on incomplete master's theses or projects.

## Non-Degree (Non-Matriculated Students)

Students who wish to take graduate courses without seeking a degree (non-matriculated status) should contact the Office of University Admissions for a Non-Degree Application Form.

Non-matriculated students may be permitted to take a maximum of 9 graduate-level credits accumulated over three registration periods, except students seeking a graduate certificate. These students may take a maximum of 12 graduate-level credits accumulated over four registration periods. Students wishing to take credits beyond these limits must apply and be accepted to a degree program as a matriculated student.

Academically qualified students who do not desire to enter degree programs may enroll in certain individual graduate courses. Such students must present transcripts of previous academic work or other appropriate evidence at each registration in order to indicate adequate preparation for the course.

work involved. If approved by the Office of University Admissions, registration will be permitted if space is available. Permission to enroll as a non-matriculated student does not imply eventual admission to a degree program.

## Graduate Certificate Programs

NJIT offers designated courses in concentrated areas for students wishing to obtain a graduate certificate in specific areas. These require completion of 12 NJIT credits at the graduate level. Students in these programs are generally non-matriculated students for the duration of the certificate program. Graduate certificate programs may also be completed during a matriculated graduate program by making use of degree credits. Students in a matriculated degree program are not permitted to receive a certificate until completion of the degree program. Only one certificate can be earned within the credits applied toward a master's degree.

## Students Matriculated at Other Universities

Graduate degree students at other colleges or universities may take courses for credit at NJIT for transfer back to their home institution. In addition to satisfying the course prerequisites, students must furnish a letter of approval from an appropriate administrative officer of their home institution.

## NJIT Undergraduates

NJIT undergraduates may register for graduate courses, 500- or 600-level, with written approval from both their undergraduate advisor and from the graduate advisor in the department in which the course is taught. NJIT students in the BS/MS program are required to take 6 graduate-level credits while undergraduates to satisfy BS/MS program requirements.

## Rejected Applicants

Students whose application for admission to a degree program is unsuccessful are not permitted to register as non-matriculated students.

## International Students

International students on F-1 and J-1 visas are not permitted to register as non-matriculated students. Students on other visas should consult the Office of University Admissions regarding non-matriculated status.

## Auditors

Students who wish to attend courses for which they are qualified, but who do not wish to be graded in the course, may be permitted to enroll as auditors. Registration will be approved only after a review of credentials by the Office of University Admissions and only if space is available. A notation signifying that the course was audited will be made on the student's record, but no credit will be granted for the course. Students who wish to audit a course must state their intention at the time of registration. A change to, or from, auditor status is not permitted once a semester has begun. Students who audit a course are required to pay full tuition and fees. There is no tuition remission allowable for audited courses. Audited courses cannot be counted in determining full-time status.

## Transfer Students

Students enrolled in graduate programs at other institutions may apply for transfer to NJIT by completing the normal admission procedure. Transfer students may apply for credit for courses taken at other U.S. educational institutions by following procedures outlined in "Transfer of Credits from Outside NJIT" in the Academic Policies and Procedures section of this catalog. In addition, international students wishing to transfer from other educational institutions in the United States must:

- Demonstrate a cumulative GPA of at least 3.0 in graduate courses taken at other U.S. educational institutions;
- Complete the required immigration procedures for transfer; and
- Be eligible for admission to the NJIT program of their choice.

To transfer to NJIT from another institution in the U.S., international students must already have been placed into SEVIS, The Student and Exchange Visitor Information System. NJIT will ask the "leaving institution" to verify the student's current standing in F-1 or J-1 status under immigration regulations. All financial and academic requirements must be completed before admission will be granted and the I-20 or DS-2019 issued.

## International Students and TOEFL

New Jersey Institute of Technology welcomes applications from international students with records of superior academic achievement. In addition to the procedures stated below, international students are required to provide evidence of English language proficiency by submitting either the Test of English as a Foreign Language (TOEFL) or the International English Language System (IELTS) scores

For further information about taking the TOEFL, contact: TOEFL/TSE Services, P.O. Box 6151, Princeton, NJ 08541; (609) 771-7100 Monday-Friday, between 8 a.m. and 8:00 p.m. New York time, for recorded information or personal assistance; or see [www.toefl.org](http://www.toefl.org) (<http://www.toefl.org>).

For further information about taking the IELTS, contact IELTS; [www.ielts.org](http://www.ielts.org) (<http://www.ielts.org>).

Students with TOEFL scores of 550 (Paper-based); 213 (Computer-based); 79 (Internet-based); 6.5 (IELTS) or better are not required to take an ESL course but are encouraged to improve their English-language skills by doing so voluntarily.

All ESL courses are graded on an S/U (Satisfactory/Unsatisfactory) basis. The course credits count towards the 9 credits required for full-time status; however, the credits do not count toward degree credits.

## International Students Who Seek Financial Support

Those seeking financial support from NJIT at the time of admission will be required to achieve a TOEFL score of at least 550 (Paper-based); 213 (Computer-based); 79 (Internet-based). Students who may be offered Teaching Assistant or similar positions are required to be tested for spoken English proficiency in advance of classroom or laboratory placement. The test is offered at NJIT after admission. New international students offered TA or similar awards must also participate in the teaching assistant training program offered by ESL staff in advance of the first semester (usually in August.) All new TAs must register for ENG 599 in their first TA assigned semester.

## International Student Financial Statement

In accordance with Department of Homeland Security, Bureau of Citizenship and Immigration Services requirements, international students must also submit to the Office of University Admissions an International Student Financial Statement to demonstrate financial resources sufficient to meet the academic and living costs of their anticipated stay at the university. International students should note that they will be required to pay non-resident tuition rates. Immigration papers (e.g., I-20, DS-2019) will NOT be issued until the International Student Financial Statement is on file with the Office of University Admissions.

## Academic Credential Equivalents for International Students

Undergraduate degrees must be equivalent to the typical four-year program in the United States. NJIT is working with a number of countries and universities to provide a transition from two- and three-year degree programs to baccalaureate and later graduate study. To be eligible for admission to graduate study at NJIT, international students must have the following minimum academic qualifications.

Argentina	Licenciatura
Bahamas	Honors bachelor's degree
Barbados	Honors bachelor's degree
Bolivia	Licenciatura
Brazil	Bacharel or Licenciado
Canada	Honors bachelor's degree or equivalent
Chile	Bachilliarato, Licenciatura or Titulo of at least four-year duration
People's Republic of China	Bachelor's degree
Colombia	Licenciatura or Titulo
Dominican Republic	Licenciatura of at least four-year duration
Ecuador	Licenciatura or Titulo
Egypt	Bachelor's degree
El Salvador	Licenciatura
France	Maitrise or equivalent
Germany	Ptychion
Guatemala	Licenciatura
Haiti	Diplome d'EtudesSuperieures or Licence of at least four-year duration
Honduras	Licenciatura of at least four-year duration
Hong Kong	Honors bachelor's degree
India	Bachelor's degree (first class) in Engineering or Architecture, master's degree in other
Indonesia	Sarjana or Insinyur
Iraq	Bachelor's degree
Israel	Bachelor's degree
Italy	Laurea
Jamaica	Honors bachelor's degree
Japan	Bachelor's degree
Jordan	Bachelor's degree
Korea	Bachelor's degree (Taehak Taehakkyo)
Kuwait	Bachelor's degree
Lebanon	Bachelor's degree, Licence of at least four-year duration, or Maitrise
Libya	Bachelor's degree
Malaysia	Bachelor's degree

Mexico	Licenciatura of at least four-year duration
Morocco	Licence or Ingenieur d'Etat
Netherlands	Doctorandus, Ingenieur or Meester
Nicaragua	Licenciatura
Nigeria	Honors bachelor's degree
Norway	Cand. Mag
Pakistan	Bachelor's degree in engineering or other four-year bachelor's degree or master's degree
Panama	Licenciatura
Paraguay	Licenciatura of at least four-year duration
Peru	Bachillerato, Licenciatura or Professor from four-year university program
Philippines	Bachelor's degree
Saudi Arabia	Bachelor's degree
Singapore	Honors bachelor's degree
Sweden	Filosofie Kandidatexamen or Ekonoexamen
Switzerland	Licence or Diplom of at least a four-year duration
Syria	Lisentiate or bachelor's degree
Rep. of China	Bachelor's degree
Thailand	Bachelor's degree
Trinidad and Tobago	Honors bachelor's degree
Turkey	Lisans or Bachelor's degree
United Kingdom	Honors bachelor's degree
Uruguay	Licenciatura of at least four-year duration
Venezuela	Licenciatura or equivalent

Students from countries whose universities do not provide transcripts, or who experience exceptional difficulty in obtaining transcripts, should contact the Office of University Admissions for special instructions. Students whose credentials cannot be evaluated by the Graduate Admissions Committee will be required to submit a Credential Evaluation Report from an approved agency. For further information, contact World Education Service, Inc., Old Chelsea Station, P.O. Box 745, New York, NY 10113-0745, (212) 966-6311; e-mail: info@wes.org