

**Union University**  
**Admission Requirements for the Ed.D./Higher Education Program**

**Admission Requirements**

Doctoral programs require considerable faculty time and resources, necessitating the admission of a limited number of students each year. Applicants for the doctorate must meet graduate admission requirements (see graduate catalogue) as well as Ed.D. criteria:

- Baccalaureate and Master's degrees from regionally accredited institutions
- Documentation of at least 5 years of relevant professional experience.
- Grade Point Average—3.2 or higher on graduate credit hours.
- Interview—submission to an interview by graduate faculty pertinent to the student's potential for doctoral study
- Graduate Record Examination—submission of scores from the GRE taken within the past 5 years.

**Application Procedure**

Classes for new cohorts begin each June. Students may be admitted throughout the year in an ongoing process so that they can begin the necessary prerequisites and complete their doctoral admission file.

The items below must be submitted to the Office of Graduate Studies in Education in Jackson. After they have been received, the applicant may be contacted to schedule a formal interview with graduate faculty in education. When a decision is reached, students will be notified of their status by letter.

1. A completed doctoral application
2. A \$50 assessment fee
3. Official transcripts from all undergraduate and graduate institutions where the student has taken work
4. A personal statement which: (a) reflects the individual's professional experience; (b) discusses future professional plans and goals; and (c) includes a rationale for pursuing the doctoral degree. This statement is not to exceed 300 words.
5. Official Report scores from the Graduate Record Exam (GRE)—taken within past 5 years
6. Three current letters of recommendation—rating forms from three present or former employers who can attest to the candidate's leadership potential.
7. Current resume.

**Program of Study**

At the time of admission, a student may transfer up to 9 comparable graduate semester credit hours (recent "A" or "B" work from a regionally accredited institution) into the doctoral program with the approval of the Director of the Higher Education Program. Transferred credits become a part of an official Program of Study that is furnished to the student. It is the student's responsibility to follow the Program of Study carefully in scheduling classes.

**Degree Completion**

A 3.2 program minimum GPA and a minimum of 60 semester credit hours are required for graduation. All requirements for the doctoral degree must be completed within 6 years from the first semester of enrollment. Students needing more than 6 years to complete the degree must file a time extension petition with the Dean of the College of Education and Human Studies.