

GRADUATE ADMISSION APPLICATION INSTRUCTIONS



**FAIRLEIGH
DICKINSON
UNIVERSITY**

Florham Campus
Madison, New Jersey

Metropolitan Campus
Teaneck, New Jersey

You also can apply online at [fdu.edu/apply](https://www.fdu.edu/apply)

THANK YOU

for your interest in Fairleigh Dickinson University

Your decision to apply for graduate study at Fairleigh Dickinson University will put you on your way toward an educational experience that combines relevant studies with immediate career applicability. At Fairleigh Dickinson, you will find more than 60 highly respected graduate programs that respond to the pragmatic needs of today's workforce. With our global education focus, you will graduate with a deeper understanding of your discipline and its context in a changing world.

Our graduate admissions staff is eager to help answer any questions you may have regarding the University, requirements for admission and the application process at Fairleigh Dickinson University.

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GRADUATE ADMISSIONS

METROPOLITAN CAMPUS

Graduate Admissions Office
1000 River Road, T-KB1-01
Teaneck, NJ 07666

Telephone: 201-692-2554
Fax: 201-692-2560

FLORHAM CAMPUS

Graduate Admissions Office
285 Madison Avenue, M-RIO-01
Madison, NJ 07940

Telephone: 973-443-8905
Fax: 973-443-8088

Website: fd�.edu/grad
Email: grad@fd�.edu

ABOUT OUR LOCATIONS

At Fairleigh Dickinson University, you will find not one, but two very different locations in northern New Jersey. Each campus is less than an hour from New York City, offering students easy access to its rich educational, cultural and professional resources.

Metropolitan Campus

Teaneck, NJ

FDU's Metropolitan Campus (Bergen County) is just minutes away from New York City's George Washington Bridge. Students have easy access to the amenities of the city and the ambiance of a quiet, mid-sized college community. The 88-acre campus features a decidedly cosmopolitan environment, with minority and international students comprising nearly a third of its population. The nearby neighborhoods of Teaneck and Hackensack feature numerous shops, businesses and restaurants, including many ethnic and international offerings. The campus is located on the bus line and also offers ample parking.

Florham Campus

Madison, NJ

The Florham Campus (Morris County) is situated on a park-like campus of 166 acres. Once the summer home of the Vanderbilt-Twombly family, its beautifully landscaped grounds were designed by Frederick Law Olmstead, creator of New York City's Central Park. Located 35 miles west of New York City, the campus features a small college environment just minutes from Morris County's expansive corporate and high-technology corridor. The Convent Station railroad line is about a 10 minute walk from campus.

OTHER NEW JERSEY LOCATIONS

In addition to its two northern New Jersey campuses, Fairleigh Dickinson University offers graduate classes at dozens of community-based sites throughout the state.

The best way to determine which Fairleigh Dickinson University location is right for you is to see them for yourself during a campus visit or via the Web at www.fdu.edu. Refer to the list of graduate programs to find out which campus offers your field of study. If you need further assistance in determining which campus is the right choice for you, be sure to take the special survey on our website.

CONTACT INFORMATION

Email and phone are the preferred ways for applicants to communicate with the Graduate Admissions Office. Applicants for admission are highly encouraged to submit an email address on the application and to check email accounts on a regular basis throughout the application process. Our email address is grad@fd�.edu. Official admission documents are sent by regular mail.

Contact information for Graduate Admissions, Enrollment Services, Financial Aid and Veteran Services can be found on page 6.

GENERAL INFORMATION

Applicants seeking to enroll in any graduate degree or certificate program, or to register for classes at Fairleigh Dickinson University, must formally apply for admission. Most graduate applications are accepted on a rolling basis throughout the year.

Exceptions are:

Program	Deadline
Ph.D. in Clinical Psychology	January 1
Psy.D. in School Psychology.....	March 1
M.A. in School Psychology & Certification.....	March 15
M.A. in Forensic Psychology.....	May 15
Master of Health Science: Gateway to Professional Studies	Aug. 15 (for fall); Jan. 15 (for spring)

HOW TO APPLY

To be considered for admission, please submit the following:

- 1 The application. Complete the writeable pdf version provided. Be sure to note the campus you wish to attend. See page 5 for program locations.
- 2 A non-refundable application fee of \$50, payable to Fairleigh Dickinson University.
- 3 Official transcripts from previous undergraduate and graduate study, verifying the completion of a bachelor's degree from an accredited, four-year college or university or an advanced degree, as appropriate.
- 4 Standardized test scores as required by the department to which you are applying. Information on departmental requirements can be found in the Graduate Studies Bulletin on the website at www.fdu.edu. Test Center information and contacts are listed on page 3.
- 5 Letters of recommendation as required by the department.
- 6 Other documents, (such as a résumé, writing samples, copies of professional certificates) as requested by the department.

Send all documents to the Graduate Admissions Office at the appropriate campus.

Note: Applicants who plan to attend OFF-CAMPUS sites should send applications to the METROPOLITAN campus.

PH.D. & PSY.D. APPLICANTS

Applicants for admission to either of the doctoral programs in Psychology **should not use this form**. Call the School of Psychology at 201-692-2300 for more information.

INTERNATIONAL APPLICANTS

International applicants seeking admission to FDU should **not use this form**. Please call the Office of International Admissions at 201-692-2205 or email global@fdu.edu to request an international student application. Permanent residents should submit the domestic graduate application.

APPLICANTS WHOSE NATIVE LANGUAGE IS NOT ENGLISH

Applicants whose native language is not English, and have not earned a degree at an English-speaking college or university, may be required to take either the TOEFL, IELTS, or Pearsons PTE-A exam. The minimum required score for the TOEFL is: 550 for the paper-based test, 213 for the computer-based test and 79 on the Internet-based test. For the IELTS exam: overall band score of 6.0 and for the Pearsons PTE-A exam: 53 or higher.

ELIGIBILITY FOR GRADUATE STUDY

Applicants to master's degree programs must submit official transcripts showing receipt of a bachelor's degree. Applicants may submit an application during their final year of bachelor degree study (after completing their mid-year examinations). Final year transcripts must be received in the Graduate Admissions Office before the student is permitted to enroll. Students who have earned a three-year bachelor's degree must complete an additional year of study before applying for admission. This may include the first year of a foreign master's degree or a post-graduate diploma (PGD) earned through resident instruction at an accredited or government recognized university.

BRIDGE PROGRAMS

Graduates of three-year bachelor's programs may be eligible to apply for a pre-master's degree bridge program in the following areas of study: MBA, MIS, Accounting and Computer Science. These applicants should contact the Graduate Admissions Office for further details (see page 6 for contact information).

FINANCIAL AID, COSTS & REGISTRATION

For information on financial aid, registration and tuition and billing, please refer to the Graduate Studies Bulletin or the University website (see page 6 for contact information).

GRADUATE GRANTS

Alumni Grad Grant: Graduates of Fairleigh Dickinson University are eligible to receive a grant of \$100 per credit hour toward their graduate studies. To begin the process of obtaining the grant, indicate the degree and year of your FDU graduation on the application. The grant cannot be used in conjunction with any other FDU tuition discount or FDU institutional aid program.

University Provost Scholarship: Open to newly admitted graduate students enrolling in at least six credits per term, scholarship awards can range from \$100 to \$300 per credit. Awards are based on your undergraduate record and graduate test scores. You should ideally hold a minimum 3.0 on a 4.0. (If no test scores are required for your major, applicable professional experience may be considered.)

VETERANS/YELLOW RIBBON PROGRAM

As a proud participant of the Yellow Ribbon Program, Fairleigh Dickinson University welcomes all veterans. Eligible veterans may be able to attend the University with tuition and fees fully funded. For eligibility requirements, go to gibill.va.gov and click on Benefits. For assistance with this process, veterans are encouraged to contact the FDU Office of Veteran Services (see page 6 for contact information).

GENERAL INFORMATION

GRADUATE ENTRANCE EXAMINATIONS

Required entrance examinations should be taken far enough in advance of your anticipated enrollment date so that the scores can be received and evaluated prior to the beginning of the semester. Please consult the Graduate Studies Bulletin or University website to determine which tests are required for your intended program. Bulletins and application information for the various examination programs can be obtained from the Graduate Admissions Office (GRE, GMAT, TOEFL), the Peter Sammartino School of Education (PRAXIS) and the Center for Psychological Services (MAT) or by calling, faxing or writing the appropriate testing service.

GRE (Graduate Record Examination)

Educational Testing Service GRE-ETS
PO Box 6000 • Princeton, NJ 08541-6000
Phone: 1-609-771-7670 or 1-866-473-4373
Fax: 1-610-290-8975
Website: gre.org
Email: GRETestQuestionInquiries@ets.org

GMAT (Graduate Management Admissions Test)

The Graduate Management Admission Council
1600 Tysons Blvd., Ste. 1400 • McLean, VA 22102
Phone: 1-952-681-3680 • Toll-free: 1-800-717-4628
Fax: 1-952-681-3681
Website: mba.com
Email: GMATcandidateservicesamericas@pearson.com

PRAXIS (Professional Assessments for Beginning Teachers)

ETS-The Praxis Series
PO Box 6051 • Princeton, NJ 08541-6051
Phone: 1-609-771-7395 or 1-800-772-9476
Fax: 1-609-530-0581 or 1-610-290-8973
Website: ets.org/praxis

MAT (Miller Analogies Test)

Pearson/Attn: Customer Relations
19500 Bulverde Road • San Antonio, TX 78259
Phone: 1-800-622-3231 • Fax: 1-800-232-1223
Email: MATScoring.service@pearson.com

Note: The MAT is administered on-campus by the University Center for Psychological Services. For information, call 1-201-692-2645.

INTERVIEWS

Whenever possible, applicants are encouraged to schedule a visit to Fairleigh Dickinson University to tour our campus, speak with an admissions staff member and meet with a faculty member.

Campus visits may be scheduled Monday through Friday by appointment. To schedule a campus visit, contact the Graduate Admissions Office by email at grad@fdi.edu. You may also write to grad@fdi.edu to inquire if a staff visit is planned for your area.

TOEFL (Test of English as a Foreign Language)

TOEFL Services
Educational Testing Services
PO Box 6151 • Princeton, NJ 08541-6151
Phone: 1-609-771-7700 or 1-877-863-3546
Fax: 1-609-290-8972
Website: ets.org/toefl

IELTS

Website: <http://www.ielts.org/>

PEARSONS PTE

Website: <http://pearspmppte.com/>

TEST SCORES

Official test scores for all entrance examinations must be sent directly to the Graduate Admissions Office at the appropriate campus. Please be sure to use the correct campus code number:

Metropolitan Campus and All Off-Campus Sites	
GRE, TOEFL & PRAXIS	2263
MAT	1394
GMAT/MBA	J6X-HG-66
GMAT/MSACCT	J6X-HG-50
GMAT/MS SUPPLY CHAIN MANAGEMENT	J6X-HG-78
Florham Campus	
GRE, TOEFL & PRAXIS	2262
MAT	2336
GMAT/MBA	J6X-HG-66
GMAT/MSACCT	J6X-HG-50
GMAT/MS SUPPLY CHAIN MANAGEMENT	J6X-HG-78
GMAT/MSTAX	J6X-HG-42

INFORMATION SESSIONS

Graduate admissions events are scheduled at both campuses throughout the year. These programs provide an opportunity to see the campus, speak with professors and learn about the admissions process. Check our website at fdi.edu/grad for specific dates.

TYPES OF ADMISSIONS STATUS

If you need assistance in determining your admissions status (e.g. matriculant, non-matriculant, non-degree or auditor), refer to the Graduate Studies Bulletin, the website or contact the Graduate Admissions Office at the appropriate campus (see page 6 for contact information).

DEGREE-SEEKING AND CERTIFICATE-SEEKING STUDENTS

MATRICULATED STUDENTS (in a degree or certificate program)

An applicant to a graduate degree or certificate program may be accepted as a matriculated student if the applicant's admission file is complete, including all required documents and if the student meets all requirements for admission to the program. (Note: Requirements for admission to a certificate program might be different from those required for admission to a degree program.)

In certain cases, with the approval of a graduate faculty adviser, a matriculated student may be permitted to enroll in graduate classes prior to the receipt of official documents or completion of specific prerequisite course work. Or a matriculated student with academic deficiencies may be admitted on probation. Students matriculating in this manner may have a specific time or credit limit imposed upon their acceptance and subsequent re-registration.

Only matriculated graduate students enrolled in a degree program or in programs leading to state certifications are eligible to apply for financial aid.

NON-MATRICULATED STUDENTS (intending to matriculate in a degree or certificate program)

An applicant for admission to a graduate degree or certificate program may be accepted as a non-matriculated student if the applicant's admission file is incomplete, lacking required documents but contains documents affirming completion of a bachelor's degree, and the signature of an authorized graduate adviser. A non-matriculated student enrolling in graduate classes is permitted a maximum of nine credits.

A non-matriculated student is reviewed for matriculation when all required documents are received by the Office of Enrollment Services.

A non-matriculated student is not eligible to apply for financial aid.

NON-DEGREE STUDENTS

Applicants who wish to take classes with non-degree status (maximum nine credits) must file an application along with proof of graduation from a four-year college or university.

AUDITORS

An auditor is a student who is enrolled in a credit class, but who does not receive grades or academic credit. To audit a class, no academic documentation is required. The student must present an Audit Form, signed by the faculty member teaching the class, to the Office of Enrollment Services. If an audit student enrolls in classes offered through the Office of Continuing Education, he/she registers through the Office of Continuing Education and is eligible to receive a Certificate of Attendance upon completion of the program. Students who enroll as auditors pay for one credit at the regular tuition charge and are not eligible to apply for financial aid. Special rates may apply for FDU graduates or senior citizens.

APPLICANTS FOR READMISSION

Students who have been away from the University for less than one year may go directly to the Office of Enrollment Services and have their readmission processed provided they were in good academic standing. Those who have been away more than one year must file a readmission form, available on the University website or from the Graduate Admissions Office (see page 6 for contact information).

VISITING STUDENTS

Students enrolled at other universities may take classes at Fairleigh Dickinson University with permission from their current school. Forms are available on the University website or from the Graduate Admissions Office (see page 6 for contact information).

ADVANCED STANDING OR TRANSFER

Graduate credits earned at another accredited institution may be accepted in transfer, in accordance with the curricular requirements of the degree program and the academic policies of the colleges. Generally, transfer credit will be considered for those courses completed within the last five years in which a grade of B or better has been earned. A maximum of nine credits may be accepted in transfer.

Academic course waivers are available in some graduate degree programs. Graduate prerequisite course work may be waived for students who have completed relevant undergraduate course work, with appropriate grades, within the last five years.

Application for transfer or waiver credit is made through the academic school or department in conjunction with the Office of Enrollment Services. To request a transfer or waiver evaluation, the student must submit an official transcript. A request for an official evaluation of transfer or waiver credit should be concurrent with the student's admission to the program. In some degree programs, students may be required to submit challenge exam scores to receive transfer or waiver credit.

FAIRLEIGH DICKINSON UNIVERSITY

Graduate Programs

	FLOR	METR	O-C
DOCTORAL PROGRAMS			
Doctor of Nursing Practice (D.N.P.)/Tracks in Clinical Leadership and Organizational Leadership*	■		
Doctor of Pharmacy (Pharm.D.)	■		
Ph.D. in Clinical Psychology (Forensic track available)		■	
Psy.D. in School Psychology		■	
Postdoctoral M.S. in Clinical Psychopharmacology (Online Only)			1

MASTER'S PROGRAMS

Master of Administrative Science (M.A.S.) ♦

■ 1,2

Master of Arts (M.A.)

Animation/Concentrations in 3D Character Animation, Video Games, Visual Effects	■		
Clinical Mental Health Counseling/LPC and SAC options	■		
Communication	■		
Creative Writing and Literature for Educators	■		3
Criminal Justice		■	
Education for Certified Teachers**	■	■	
Bilingual/Bicultural Education Specialist		■	
Dual Literacy/Reading and Multisensory Reading Specialist		■	2
English as a Second Language Specialist Certification		■	
Instructional Technology Specialist (select courses offered at FLOR and online)		■	
Literacy/Reading Specialist		■	2
Preschool to Grade 3/Certification P-3	■	■	
Professional Studies Concentration (select courses offered at FLOR)		■	2
Teacher of Students with Disabilities Certification (select courses offered at FLOR)		■	2
Educational Leadership/Post-Master's Principal Certification/Supervisor Certification**		■	2
Global Affairs			2
Learning Disabilities/Certification as Teacher of Students with Disabilities (K-12)**		■	
Mathematical Foundations (Online Only)			
Political Science		■	
Psychology	■	■	
Forensic Psychology		■	
General/Theoretical		■	
Industrial/Organizational	■		
Postbaccalaureate Respecialization Program ♦		■	
School Psychology/Certification Available		■	
Student Services Administration/Specializations in Admissions and Financial Aid Administration, Institutional Risks Administration, Intercollegiate Sports Administration, On-Campus Student Administration ♦		■	1
Teaching English as a Second Language (ESL)		■	
Teaching English as a Second Language (ESL) for International Students/ Bilingual Certification		■	

Master of Arts in Teaching (M.A.T.)**

Elementary Education/Certification Grades K-6	■	■	
Elementary Education/Teacher of Students with Disabilities (Dual Certification)	■	■	
English as a Second Language/Certification Grades K-12	■	■	
Middle School Endorsement	■	■	
Preschool to Grade 3/Certification P-3***	■	■	2
Secondary Education/Certification Grades K-12 in Art, Biological Sciences, Chemistry, Earth Science, English, Mathematics, Physical Science, Physics, Social Studies, World Languages***	■	■	

Master of Business Administration (M.B.A.)

Accounting •	■	■	
Business Administration •	■	■	1
Finance •	■	■	
International Business •		■	
Management •	■	■	
Marketing •	■	■	
Pharmaceutical Management Studies •	■		
Saturday M.B.A. (blended online/in-class format)	■		

M.B.A. for Executives

General Management ▲	■		
Health Sector Management Specialization ▲	■		

	FLOR	METR	O-C
Master of Fine Arts (M.F.A.)			
Animation/Concentrations in 3D Character Animation, Video Games, Visual Effects	■		
Creative Writing/Concentrations in Creative Nonfiction, Fiction, Literary Translation, Poetry, Writing for Young Adults and Children	■		3
Film/Studies in Cinematography, Directing, Editing and Post-Production, Producing, Screenwriting	■		3

Master of Health Science (M.H.S.)

Tracks in Clinical Research Administration, Gateway to Professional Studies, Health Informatics, Regulatory Science	■		
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Master of Public Administration (M.P.A.) ♦

■ ■ 2

Specializations in Global Affairs, Global Transportation Management, Healthcare Management, Public Management, Public Policy		■	■
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Master of Sports Administration (M.S.A.)

■ ■ 1

Specializations in Coaching Theory and Strategies, Sports Administration		■	■
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Master of Science (M.S.)

Accounting	■	■	1,2
Biology		■	
Chemistry/Concentrations in Informatics and Pharmaceutical Chemistry (offered at METR only)	■	■	
Computer Engineering		■	
Computer Science ♦	■	■	
Cosmetic Science		■	
Cybersecurity and Information Assurance		■	
Digital Marketing (Online Only)			
Electronic Commerce		■	
Cyber and Homeland Security Administration/Concentrations in Emergency Management, Leadership, Terrorism and Security Studies ♦	■	■	1,2
Hospitality Management Studies ♦ (select courses offered at FLOR)		■	2
Management Information Systems		■	
Medical Technology ★		■	
Service Innovation and Leadership (Online Only)			
Supply Chain Management		■	■
Taxation	■		

Master of Science in Electrical Engineering (M.S.E.E.)

■ 1

Concentrations in Digital Signal Processing and Communications, Computers, Devices and Systems		■	
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Master of Science in Nursing (M.S.N.)*

■ ■ 1,2

Adult-Gerontology Nurse Practitioner (with specializations in Administration, Education and Forensics), Family Nurse Practitioner, Family Psychiatric/Mental Health Nurse Practitioner, Nursing Administration, Nursing Education, Nursing Information Systems		■	■
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FLOR = Florham Campus, Madison, NJ

METR = Metropolitan Campus, Teaneck, NJ

O-C = Off Campus/Offered in addition to the campus location(s) noted

- 1 Includes an online option
- 2 Classes offered at select off-campus location(s)
- 3 Low-residency

* Applicants to the D.N.P. and all M.S.N. programs must complete the NCLEX examination and must currently hold a U.S. nursing license. All M.S.N. programs are offered on a part-time basis with the exception of the Adult Nurse Practitioner Program in Education and Family Nurse Practitioner Program, which have a fall semester start dates only. F-1 and J-1 students may only apply for the Adult Gerontology Nurse Practitioner in Education or Family Nurse Practitioner programs.

** Admission to this program is not usually granted to international students due to New Jersey certification policies.

*** Also available with dual certification for students with disabilities.

• Individuals already holding an M.B.A. degree from an accredited college or university may pursue a post-M.B.A. graduate certificate in these and other select areas. Certificate programs are not available to F-1 and J-1 visa students.

▲ This Executive-level program, tailored to specific groups of experienced professionals, is offered on Saturdays at Wyndham Hamilton Park Hotel and Conference Center in Florham Park, NJ, located adjacent to the Florham Campus.

★ Applicant must be registered as Medical Technologist by the American Society of Clinical Pathologists (ASCP).

♦ The Postbaccalaureate Respecialization Program in Psychology and the M.A. in Student Services Administration are offered part-time only. The M.S. in Computer Science, Master of Administrative Science (M.A.S.), Master of Public Administration (M.P.A.), M.S. in Cyber and Homeland Security Administration and M.S. in Hospitality Management programs are offered full-time at the Metropolitan Campus and part-time at the Florham Campus.

IMPORTANT CONTACT INFORMATION

GRADUATE ADMISSIONS

Metropolitan Campus

Fairleigh Dickinson University
1000 River Road, T-KB1-01
Teaneck NJ 07666

Telephone: 201-692-2554

Fax: 201-692-2560

Florham Campus

Fairleigh Dickinson University
285 Madison Ave., M-RI0-01
Madison NJ 07940

Telephone: 973-443-8905

Fax: 973-443-8088

fdu.edu/grad
grad@fdu.edu

ENROLLMENT SERVICES

Metropolitan Campus

Fairleigh Dickinson University
1000 River Road, T-KB1-05
Teaneck, NJ 07666

Telephone: 201-692-2214

Fax: 201-692-2209

Florham Campus

Fairleigh Dickinson University
285 Madison Ave., M-MSO-04
Madison, NJ 07940

Telephone: 973-443-8600

Fax: 973-443-8604

OFFICE OF VETERAN SERVICES

Fairleigh Dickinson University
1000 River Road, H-DH1-06
Teaneck, NJ 07666

Telephone: 201-692-7085

Fax: 201-692-7084

Email: veterans@fdu.edu

fdu.edu/veterans

INTERNATIONAL ADMISSIONS

International students or Americans abroad who seek admission to FDU should not complete this application. Instead, contact the Office of International Admissions to request the appropriate application.

Metropolitan Campus

Fairleigh Dickinson University
1000 River Road, T-KB1-01
Teaneck NJ 07666

Telephone: 201-692-2205

Fax: 201-692-2560

fdu.edu/global
global@fdu.edu

FINANCIAL AID

Metropolitan Campus

Fairleigh Dickinson University
1000 River Road, T-KB1-04
Teaneck, NJ 07666

Telephone: 201-692-2363

Fax: 201-692-2364

finaid@fdu.edu

Florham Campus

Fairleigh Dickinson University
285 Madison Ave., M-MSO-02
Madison, NJ 07940

Telephone: 973-443-8700

Fax: 973-443-8534

finaid@fdu.edu