



Graduate and Research Affairs
Division of Graduate Affairs
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Graduate Admissions Temporary Policy Changes

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Applicants in many parts of the world are having difficulties taking standardized tests and getting them reported due to the ongoing pandemic. In some cases, transcript requests or deliveries are also delayed. To accommodate this situation, SDSU Graduate Admissions has temporarily extended or relaxed some of application requirements as described below.

Applicants missing transcripts only

- Applicants may submit copies of transcripts via email. These will be treated as "unofficial" until they can later be verified. However, applicant files will be sent out to department review through the normal electronic process.
- Applicants with international documents that are not issued in English may also submit copies of translations via email.
- If an applicant is admitted, they must be "Conditionally Classified" and required to submit official documents no later August 1.
- Graduate Admissions will be working with their communications team to update these students on a monthly basis.

Applicants missing GRE or GMAT scores only

- After an initial evaluation, Graduate Admissions will send applications out to department review through the normal electronic process.
- If an applicant is admitted, they must be "Conditionally Classified" and required to submit GRE or GMAT scores by the end of the Fall 2020 semester.

Applicants missing TOEFL scores only

These applicants will be initially evaluated by Graduate Admissions.

- Those with Verbal GRE scores at or above 30th percentile will have the TOEFL waived and be sent out to department review through the normal electronic process.
- Those with Verbal GRE scores less than the 30th percentile will be sent out to department review through the normal electronic process, without a TOEFL waiver. If admitted, these applicants must be "Conditionally Classified" and required to submit TOEFL scores by the end of the Fall 2020 semester.

Both official transcripts and test scores missing

- Files are considered incomplete.
- The deadline for receipt of official transcripts and test scores is extended to May 1.
- After May 1, Graduate Affairs will notify these applicants by email that their file will be withdrawn unless unusual extenuating circumstances prevent submission. Replies must be received by May 15.
- Criteria for evaluating and responding to waiver requests after May 1 will be developed in May, and be dependent on conditions at that time.

Please note that these are temporary accommodations to an unprecedented situation. Graduate Affairs, in consultation with Graduate Admissions, has decided that these are most reasonable solutions available to accommodate application review. As with all other workflows on campus, everything is subject to change on short notice. But our overall goal will remain the same: allowing graduate programs to maximize their recruitment opportunities this spring, despite everything that is going on.

Please let applicants know that SDSU is still “open for business” even though most faculty and staff are temporarily telecommuting. Domestic applicants can contact Graduate Admissions at admissions@sdsu.edu, and international applicants should email intladmission@sdsu.edu.

If you have questions about this temporary policy change, please contact Deans Bohonak and Balsdon in Graduate Affairs: Andrew Bohonak <AsstDeanGRA@sdsu.edu>, Ed Balsdon <ebalsdon@sdsu.edu>.