

Fairfield University
Graduate School of Education and Allied Professions

Policy Regarding Waiver of Minimum Undergraduate GPA for Admission

Given that we seek to admit the best qualified candidates to our programs and that our candidates must maintain a GPA of at least 3.0 in their program of study, we generally expect applicants to come with a minimum undergraduate cumulative GPA of 3.0.* Faculty realize that some otherwise qualified candidates may not possess this minimum GPA, so they carefully review applications to assess candidate qualifications for our programs.

GPA between 2.40 and 2.67

Any candidate whose undergraduate GPA is lower than 2.67 must complete a GPA waiver request form. This form allows candidates to explain any extenuating circumstances that may account for their undergraduate academic record. The decision to grant the formal GPA waiver will be made based on the candidate's explanation of the low GPA, demonstrated ability to meet the academic expectations of the program of study, fitness for the field, and potential for success in the field. The quality of the applicant's other admission materials (i.e., letters of recommendation, application essay, faculty interview) also will be considered.

GPA less than 2.40

Candidates whose undergraduate GPA is below 2.40 must complete a GPA waiver request form and schedule an appointment to discuss their academic history with the Department Chair or Program Director in their area of interest *prior to review of their application for admission. Most students with an undergraduate GPA below 2.40 will be required to take additional coursework to improve their academic record and demonstrate readiness for graduate-level study before their application for formal admission to the program will be considered.*

Upon the granting of a GPA waiver, an approval form signed by the Department and the Dean's Office will be placed in the student's file. Candidates who are granted a GPA waiver and are admitted must maintain a minimum GPA of 3.0 to be permitted to continue in the program.

* Candidates applying for admission to a certification program should note that Connecticut State certification program standards for formal admission to an approved initial educator certification program require candidates to possess a minimum undergraduate cumulative grade point average of B- (2.67 on a 4.0 GPA scale), unless an approved GPA waiver form documents that a waiver was granted.

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Request for Waiver of GPA Admission Requirement

To the Applicant:

If your GPA is above 2.40: Send this completed form and a written statement giving your explanation for your GPA (1 to 2 typed, double-spaced pages) to your application file in the Graduate Admission Office (Kelley Center).

If your GPA is below 2.40: Complete this form and a written statement giving your explanation for your GPA (1 to 2 typed, double-spaced pages). Contact the Dean's office at (203) 254-4250 to be directed to the appropriate departmental faculty person with whom you will need to meet to discuss your academic history and your request for a GPA waiver.

Undergraduate CUM GPA: _____

Student Name: _____

Student ID Number: _____

Program to which you have applied: _____

Department Action on GPA Waiver: ___ Approved ___ Not Approved

Comment: _____

Department Chair or Program Director

Signature: _____ **Date:** _____

Associate Dean

Signature: _____ **Date:** _____