

Admission as a Graduate Student

Students who wish to pursue graduate work at MSU-Northern should contact the Graduate Office for application materials.

Graduate Office
 Montana State University-Northern
 PO Box 7751
 Havre, MT 59501
 800.662.6132 x3738

All application materials should be returned to the Graduate Office one month prior to the proposed date of registration to allow adequate time for complete processing.

To be considered for admission to graduate study, an applicant must have been granted a baccalaureate degree from an accredited college or university. An undergraduate student who is within 16 credits of completion of the baccalaureate degree, and who has at least a 3.00 grade point average over the last 60 credits, may petition the Graduate Council for approval to take up to nine credits of graduate coursework which may apply toward a graduate degree. These credits may not be applied to the student's undergraduate program. Graduate credit earned in this manner will not become a part of the student's permanent record until all requirements for the baccalaureate degree have been met.

Admission to graduate studies does not constitute matriculation for degree candidacy. Students who wish to matriculate for advanced degrees must make proper application for the specific degree sought (see Graduate Studies Overview in the current catalog). Information regarding candidacy is available from the Graduate Studies Office.

How to Apply

1. Submit the Graduate Application for Admission to the Graduate Office. This form may be obtained from the Graduate Studies Office.
2. Complete an application for admission to Montana State University-Northern which may include a non-refundable application fee of \$30/ \$36. If the applicant is admitted but does not register, the \$30 application fee is valid for the subsequent twelve months.
3. One copy of the applicant's official transcript, showing a baccalaureate (or higher) degree must be sent directly to the Graduate Office by the college or university previously attended, if other than Montana State University-Northern. A transcript will be accepted as official only when sent directly from the Registrar of the institution to the Graduate Office at Montana State University-Northern.
4. Before enrolling for an initial term, all post-secondary students must comply with immunization requirements of ARM 37.114.701-721:
 - a. Students born in 1957 or later must provide evidence that they have received two measles and two rubella immunizations, with dose one administered at 12 months of age or later and dose two administered at least 28 days after dose one. No measles vaccination before 1967 is valid. No rubella vaccination before 1969 is valid. As an alternative, a student may supply a laboratory report from a CLIA approved laboratory indicating that the student is immune to measles and/or rubella.
 - b. Under ARM 37.114.711, a student may be conditionally enrolled for an initial term if the student has not received the second dose of measles and/or rubella vaccine provided they receive the second dose at least 28 days after the first dose and before the beginning of the succeeding school term.
 - c. A student may be exempt from the above requirements for medical reasons (ARM 37.114.715) providing the student supplies a statement from a physician (MD or DO) holding a license to practice in the United States or Canada stating: a) The specific immunization that is contraindicated; b) The time period the immunization is contraindicated; and c) The reasons for the contraindication.
 - d. A student may be exempt from the above requirements for religious reasons providing the student supplies a notarized statement that immunizations are contrary to the student's religious beliefs. This notarized statement must be submitted annually by any student claiming a religious exemption (ARM 37.114.716).
 - e. International students have additional immunization requirements. Please refer to the section entitled "INTERNATIONAL STUDENTS" for additional information.