



College of Humanities
and Social Sciences

Master of Public Administration
Program

Master of Public Administration Program
Graduate Admissions Test Waiver Request

KSU ID Number: _____

NAME: _____

Last

First

Middle

The Master of Public Administration Program Admissions Committee will consider standardized graduate admission test waiver requests on a case-by-case basis. Waivers are by no means automatic.

Minimum requirements for test waiver consideration:

1. An advanced degree (e.g., masters, doctorate), or
2. An undergraduate grade point average of 3.25 or higher in the applicant's major, or
3. Private sector management experience or work experience in the public sector (government or nonprofit organization).

Applicants' primary job duty requires:

- a. Ongoing supervision of the equivalent of two or more full-time employees;
- b. Involvement at the policy-making level of an organization;
- c. Application of discretion in a management or leadership position

-Or-

- a. Applicant's employer indicates that employee is likely to be placed in a leadership or management position during or after completion of the program.

Qualification for test waiver consideration (please check one):

I possess an advanced degree.

Degree obtained: Masters Doctorate (e.g., Ph.D., DBA) Professional (e.g., M.D., J.D.)

Other: _____

University attended: _____ Graduate GPA: _____ Year graduated: _____

OR

I achieved an undergraduate GPA of 3.25 or higher in my major.

University attended: _____ GPA in major: _____ Year graduated: _____

OR

I have private sector management experience or work experience in the public sector. *Please attach a current resume to provide information regarding professional experience.*

OR

I do not meet the requirements above but would still like to request a waiver. I am attaching a statement providing information regarding the qualifications for which I am requesting a waiver.

For administrative use only:

Test Wavier Approved

Test Waiver Denied

Lack of advanced degree

Insufficient undergraduate GPA

Inadequate/inappropriate work experience Other

Signature: _____

Date: _____
