Applying to WPI

A complete chart of application requirements for each program is on page 15. Please direct questions to Graduate Studies & Enrollment 508-831-5301 or gse@wpi.edu.

Requirements for admission include submission of the following:

- Application for admission to graduate study (preference given to fall applicants with complete files before February 1)
- Nonrefundable $70 application fee (waived for WPI alumni and current WPI undergraduates)
- Official college transcripts from all accredited degree-granting institutions attended
- Three letters of recommendation (and/or other references) from individuals who can comment on the qualifications relevant to the applicant’s admission
- TOEFL (Test of English as a Foreign Language) scores must be submitted by all applicants for whom English is not the first language (waived for international students who have attended a U.S. school full time for one year). TOEFL scores are only valid for two years. Minimum score of 550 on the paper exam is required or 213 on the computer-based exam.
- Statement of purpose is required for individuals applying to biology and biotechnology, biomedical/clinical engineering, computer science, electrical and computer engineering (Ph.D. only), fire protection engineering (applicants without FPE work experience only), management, and mechanical engineering. This is a brief essay discussing background, interests, academic intent and the reasons the applicant feels he/she would benefit from the program.
- GRE (Graduate Record Examination) and GMAT (Graduate Management Admissions Test) requirements:
  - Chemistry and Biochemistry
    - GRE general and/or subject test required
  - Chemical Engineering
  - Manufacturing Engineering
  - Materials Science and Engineering
    - GRE general test required for international applicants, recommended for others
  - Electrical and Computer Engineering
    - GRE general test required for international applicants and those applying for graduate fellowships
  - Management
    - GMAT required for M.B.A.; M.S. applicants may substitute GRE for GMAT
  - Mechanical Engineering Physics
    - GRE general test strongly recommended
  - Civil and Environmental Engineering
  - Fire Protection Engineering
  - Mathematical Sciences
    - GRE not required. Submission of strong scores can improve an applicant’s success in competing for financial aid

- Goddard Fellowship applicants are required to submit GRE or GMAT scores.
- Incomplete applications are retained in the Graduate Studies & Enrollment Office for one year.
- To apply to WPI, write to the Graduate Studies & Enrollment Office, WPI, 100 Institute Road, Worcester, MA 01609-2280, call 508-831-5301 or e-mail gse@wpi.edu. You may also apply on-line through our Web site at www.wpi.edu.
- Applications for WPI’s graduate science and engineering programs may be requested from the Graduate Studies & Enrollment Office at 508-831-5301 or on-line at www.wpi.edu.
- Graduate management applications should be requested directly from the Management Department at 508-831-5218 or at wpigmp@wpi.edu.

- To learn more about admissions standards and policies, deadlines, fellowships, teaching assistantships and research assistantships, please contact the Graduate Studies & Enrollment Office at 508-831-5301 or gse@wpi.edu.

- For information on loan programs and copies of the forms, contact WPI’s Financial Aid Office at 508-831-5469.
Admission

Admission to the graduate program of any department is granted by that department via the Graduate Studies & Enrollment Office. Admission to graduate interdisciplinary programs is granted by the Committee on Graduate Studies and Research.

Admission to a program generally entitles a student to work toward those degrees offered by the admitting program. A student who has not been admitted to a program may not earn a degree from that program.

Some programs, in admitting a student, determine the degree toward which the student may work. In such a case, an admitted student who wishes to work toward a different degree in the same program should consult the department head of the admitting program as to procedures to be followed and requirements. Typically, such cases involve students who have been admitted to a program leading to a master's degree and who wish to continue toward a doctorate.

An admitted student who wishes to work toward a second degree offered by a different department or program must apply to that second program for admission. Standard application procedures are followed except that no application fee is required for a second degree. Admission to the second program is not automatic, and is determined by the faculty of the second program, based on customary admissions standards.

A minimum TOEFL score of 550 or 213 (computer-based exam) is required of students admitted from non-English-speaking countries. This requirement may be waived in special cases by the departmental Graduate Committee.

Under some circumstances a student not yet admitted to a program may earn graduate credit toward the requirements for a graduate degree. The fact that a student has been allowed to register for courses and earn graduate credit from a program does not guarantee that the student, at a later date, will be admitted to that program. Students are therefore encouraged to apply for admission to a program at the earliest possible date.

The procedure for applying as a part-time degree-seeking student is the same as that for a full-time student.

Deferred Enrollment

An admitted student who wishes to defer enrollment must make such a request in writing to the Graduate Studies & Enrollment Office, which will seek counsel from the department involved.

Probational Admission

If an applicant's undergraduate record is below the usual standards for admission, but there are mitigating circumstances, admission on probation may be granted. Such admission usually means that the student's performance will be reviewed at a specified time and a decision will be made about continuation in the graduate program.

Conditional Admission

Under some circumstances (usually where the background of the student is considered to be incomplete by the department or program), conditional admission may be granted. Conditional admission indicates that the student will receive regular admission status only after overcoming the specific deficiencies as outlined in the conditional admission letter sent to these prospective students by the Graduate Studies & Enrollment Office. The conditionally admitted student will be instructed in this letter as to specific course deficiencies, required minimum grades expected to be attained in these classes, time over which deficiencies are to be completed, etc. Progress of the conditionally admitted student will be monitored by the student's department/program of study. Please consult departmental descriptions for more details.

Transfers and Waivers

A student may petition for permission to use graduate courses taken at other institutions to satisfy WPI graduate degree requirements. A maximum of one-third of the credit requirements for a graduate
Acceptability of Credit Applicable to an Advanced Degree

Graduate level credit, obtained from courses, thesis, and project work, may be gained for:

- Course work included in the approved plan of study completed at the graduate level at WPI.
- Any course work completed at the graduate level and successfully transferred to WPI from other institutions (see Transfers and Waivers). Grades of transferred credits are not added to the WPI transcript.
- Graduate course work completed at the undergraduate level at WPI and not applied toward another degree. Such requests must have the approval of the department.
- With the degree department’s approval, up to 9 credit hours applied toward a previous master’s degree at WPI or elsewhere may be used in partial fulfillment of the requirements for a second master’s degree at WPI.
- Acceptable course work approved for the Combined Bachelor’s/Master’s Program completed at WPI, provided permission to take courses for graduate credit has been granted.
- All acceptable project work done at the graduate level at WPI.
- All acceptable thesis work done at the graduate level at WPI.

Departments/programs may limit the use of credit depending upon their specific departmental requirements.

Deadlines

Research and teaching assistantships are typically awarded by April 1 for the fall semester. For prospective students requesting such financial assistance, applications must be on file no later than February 1 of the academic year preceding admission. Some programs also offer assistantships beginning in January, with an October 15 application deadline. Applicants who do not seek financial assistance must submit complete applications no later than April 1 to be considered for the fall semester registration, and no later than October 15 for spring semester registration.