

**3.3.1. Exceptions to admission transcript requirements** (*new sub-section 3.3.1 for inclusion in the DPD Handbook, pg. 16*):

1. Applicants with military service:

- If health/exercise courses were transferred from a military school or it is otherwise clear that those courses are based on military service, the form DD-214 or other military transcripts will not be required for health/exercise courses.

2. Study abroad courses:

- Transcripts for Study Abroad course credits are not required (applies to all students).

3. Professional Admission:

Individuals whose undergraduate degree is more than ten years old and have been working for at least 10 years as professionals in their chosen field of study or a closely related field of study may be eligible for reduced transcript requirements under Professional Admission (see 3.4.4) at the request of the program.

- An official transcript from a regionally accredited college or university showing an earned undergraduate degree will be required.
- Transcripts from colleges and universities other than the degree granting institution will not be required for grades that are more than 10 years old.
- The age of grades and transcript requirements will be determined independently by the Graduate School admission staff using Academic Clearinghouse reports and transfer dates on the transcript showing the earned undergraduate degree.

4. International transcripts:

Official independent evaluations by authorized third party providers are required at the student's expense for all international transcripts except the following cases:

- Students who began their undergraduate degree at an international school but complete their degree at a US school are not required to provide an official evaluation of their international undergraduate transcripts. Official copies of transcripts will still be required.
- Students that have an earned master's or doctoral degree from a US school are not required to provide an official evaluation of international bachelor's transcript. If the higher degree is from an international school, official evaluations of the transcripts showing the higher earned degree are still required. Official copies of transcripts will still be required.

5. Faculty Non-Degree Application

A simplified non-degree application is provided for ECU faculty members that wish to take graduate courses for personal or professional enrichment.

- The faculty member's employment status at ECU will be verified with HR for the purpose of waiving the application fee.
- In lieu of official transcripts, the Graduate School will accept departmental copies of official bachelor's, master's, and doctoral transcripts.