

ADMISSION CRITERIA and PROCEDURES

Although preferences for admission are individually important, a “holistic” assessment of the applicant will be used in making admission decisions. The agreed-upon definition of “holistic” is that a composite evaluation of the preferences listed below will be used to admit. No single item failing to meet an expressed preference will be treated as a disqualifying factor. Admissions will be competitive and based on the number of students expected to be enrolled for the admissions period.

Regardless of preference and interpretation, the essential character of the committee’s decisions will be focused on a determination that there is strong evidence that the applicant will successfully complete the Ph.D.

Admission Criteria:

Required elements: no application will be considered without the *presence* of the following required items.

Required elements: (In order for an application to be considered, all elements below must be present in the applicant’s file by the application deadline.)

- Baccalaureate degree conferred by a regionally accredited institution;
- Master’s degree, prior to entering doctoral course work, conferred by a regionally accredited institution;
- Official scores on the general component of the Graduate Record Examination (GRE) which consists of verbal, analytical and quantitative scores. An unofficial copy may be used by the Doctoral Admission Committee in initial screening. An application without GRE scores will not be reviewed;
- Original transcripts for all academic work taken at the undergraduate and graduate levels (unofficial copies may be used by the Doctoral Admission Committee in initial screening);
- Three letters of recommendation from professors with personal knowledge of the candidate’s skills and potential for doctoral work;
- Original 1000 word essay as described in the doctoral application form *and* a copy of the master’s thesis or other lengthy report or paper; and
- International students must submit official scores from the Test of English as a Foreign Language (TOEFL). Unless the student has a degree from an U.S.A. institution of higher education. A score of 550 on the paper-based(PBT) or a minimum score of 79 on the internet-based (iBT) or higher is mandatory.

Preferences:

- Baccalaureate degree in juvenile justice, criminal justice, or criminology. A secondary preference is a directly related social science discipline (such as sociology) in which there is evidence of the study of crime-related phenomena;
- 3.0 Grade Point Average (GPA), or higher, on a four-point scale on all completed undergraduate course work;
- Master’s degree in juvenile justice, juvenile forensic psychology, criminal justice or criminology. A secondary preference is a directly related social science discipline (such as sociology) in which there is evidence of the study of crime-related phenomena;
- 3.5 GPA, or higher, on a four-point scale in all completed graduate course work;
- Graduate research methods course (if not present, stem work must be completed);
- Graduate statistics course (if not present, stem work must be completed);
- Graduate Record Exam (GRE) verbal, quantitative and analytical scores in the higher percentiles;
- Evidence of a successfully completed master’s thesis or published research paper;
- 1000 word essay demonstrating strong writing skills; an expressed desire to teach at college level, work as researcher in a juvenile justice agency, and/or assist in developing juvenile justice policy within a governmental environment; realistic expectation of the degree’s value; evidence of commitment to completing the degree; strong rationale for wanting this specific Ph.D.; and a rationale expressing what the applicant will add to the field; and
- Letters of recommendation from faculty sufficiently acquainted with the student to be able to comment on the potential to successfully complete a doctoral program and demonstrate evidence of excellent critical thought, motivation, study skills, and writing skills.

Enhancing qualities:

The committee will consider a combination of the following as information that will enhance an application:

- Three or more years of paid work experience in a juvenile justice agency (law enforcement, probation/parole, or correctional institution);
- Publication(s) in academic and/or scholarly outlets, with greatest emphasis on peer-reviewed publications;
- Grant-writing experience;
- GRE scores in higher percentile;
- Ability to attend courses as a full-time student (requires less than full-time outside employment). Completion of a previous doctoral degree in any field;
- College-level CJ teaching experience, either as a part-time or full-time instructor; and
- Paid research *work* experience (not that involved in the production of a thesis).

Interview:

In the event the initial committee decision is favorable, applicants must submit to an interview with the Doctoral Committee prior to final acceptance. That interview may be either in person or via the equivalent of a telephone conference call, depending upon the distance and hardship involved in a personal interview. The student may pass or fail the interview based on the criteria established by the faculty which will focus on professional promise and interpersonal competence. However, a positive qualifying score and interview do not automatically result in admission to the Ph.D. program.

Applicants will be admitted in one of two statuses: full graduate status or provisional status.

1. Full graduate status is conferred on those students admitted to the program with no conditions of admission, or who have satisfied all conditions of admission.
2. Provisional admission status is used when the Doctoral Committee feels that prerequisites have not been met, official versions of required forms have not been received, and/or there is a question of ability to perform at doctoral standards by virtue of a failure to meet specific admissions criteria. Students who are provisionally admitted must satisfy all requirements prior to being admitted to full graduate status (conditions and requirements will be provided via letter to the student). In the event of a failure to meet prerequisites, deficiencies must be completed prior to beginning doctoral course work. No doctoral course work may be taken when there are prerequisite deficiencies nor may stem work be used to meet doctoral program requirements. Where stem work is assigned to rectify deficiencies, any grade lower than “B” will automatically result in a decision to deny admission. No more than 12 units of course work may be taken in provisional status.

It is the student’s responsibility to ensure that all conditions of admission are met in a timely fashion and to notify the Department Head when all conditions are met. Following the first semester in provisional status (non-prerequisite-deficiency cases), the Doctoral Committee will meet to consider placing the student in full graduate status. Based on the evidence at hand, the Committee may admit to full graduate status or dismiss from the program. Students will not be accepted in courses unless they are in full graduate status or provisional status within the Juvenile Justice Doctoral Program.

Application Deadlines

Fall Admission: March 1st

Please mail or fax a copy of **ALL** application material to:

Doctoral Program

Department of Juvenile Justice
College of Juvenile Justice & Psychology
Don K. Clark Building
P.O Box 519; MS 2600
Prairie View, TX 77446

(936) 261-5249 – fax

(936) 261-5234 - phone