


Category	Graduate Studies	Policy Number	ACA-GRA-101	 جامعة زايد ZAYED UNIVERSITY
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Responsible Office	Provost	Policy Owner	Graduate Studies	
Date Approved	13 February 2024	Effective Date	13 February 2024	
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POLICY

Graduate Admission to Zayed University

1. Purpose

This policy defines minimum admission requirements for all Zayed University graduate (post-baccalaureate) programs offered for academic credits, in accordance with standard university practice.

2. Scope of Application

This policy applies to all credit-bearing graduate programs offered by Zayed University.

3. Policy

3.1 General

- 3.1.1** The admission requirements for the graduate programs at Zayed University (“**University**”) will be published by the end of the Spring Semester prior to the start of the Academic Year. All of the requirements will conform with the policies and regulations of the UAE Ministry of Education.
- 3.1.2** The admissions process will be conducted in a manner that upholds the ethical standards of the University that include professionalism, respect, integrity, fairness, inclusion, and tolerance; and will ensure that no student applying to the University will be discriminated against.
- 3.1.3** Admission to the University graduate programs is subject to minimum academic and English language standards.
- 3.1.4** Individual programs may have higher admission standards or other requirements including baccalaureate GPA, English language, work experience, pre-program courses and baccalaureate degree restrictions for specific programs. However, such requirements must be approved according to the Authority Matrix and published on the corresponding programs’ webpages.
- 3.1.5** Admission to credit-bearing graduate programs is limited and competitive. A candidate who meets the minimum admission requirements is not guaranteed admission.
- 3.1.6** When a graduate program limits the number of students it can accept in a particular semester, the university reserves the right to admit applicants ranked according to their GPA and/or English Test score.

3.2 Admission to Graduate Programs

- 3.2.1** The University sets the same minimum requirement of the baccalaureate Cumulative GPA for admissions into all master's and diploma programs, which is based on the Standards published by the UAE Ministry of Education.
- 3.2.2** The minimum requirements for the English Language proficiency may vary depending on the instructional language of the program, being it English or Arabic.
- 3.2.3** Admission requirements in terms of GPA and English Test score to doctorate programs are different than those of diploma and master's programs.
- 3.2.4** All applicants to a graduate program must possess the necessary academic credentials, such as a prior degree, that is normally in the same field or a closely related discipline as the program to which the applicant is applying. Each graduate program may have variations of the prior field of study requirement depending on the nature of the program, such as interdisciplinary programs. However, any and all deviations from the requirements in this policy must be approved according to the Authority Matrix and published on the corresponding programs' webpages.
- 3.2.5** Eligible persons who are interested in pursuing graduate education at Zayed University must apply to the program(s) of interest by:
 - a) completing an application online,
 - b) submitting all required documents online; and
 - c) paying the applicable admission application fee by the published deadline for the semester.
- 3.2.6** Applicants may request the transfer of graduate credits received from a previous university and apply it to their graduate degree plan. Transfers must be initiated by the student at the time of admission and require the approval of the College Coordinator of the respective graduate program and of the Chair of the Department. The student must receive the approval for the transfer before enrolling in their graduate program.
- 3.2.7** Every complete application will be processed and the final decision of acceptance or rejection rests with the Dean of Graduate Studies. This decision will be communicated back to the applicant normally within two weeks. Incomplete applications will not be processed, and application fees will not be refunded as per the policy on Graduate Student Tuition and Fees (ACA-GRA-102).

3.3 Basic Requirements of Admission to Diploma and Master's Programs

3.3.1 Regular Admission

- a) An earned baccalaureate degree in a discipline considered appropriate for the prospective program from an accredited university recognized by the UAE Ministry of Education with a Cumulative Grade Point Average (CGPA) of 3.0 or higher on a 4.0-point scale or equivalent.
- b) A minimum IELTS Academic English test score of 6.0 or its equivalent. For programs taught in Arabic, the required minimum IELTS Academic English score is 4.5.

3.3.2 Conditional Admission

An IELTS Academic English test score of 5.5 or its equivalent and/or a CGPA of 2.5 at the time of admission.

3.3.3 More details are provided in the Procedures.

3.4 Basic Requirements of Admission to Doctorate Programs

3.4.1 An earned master's degree in a discipline appropriate for the doctorate program from an accredited university recognized by the UAE Ministry of Education with a Cumulative Grade Point Average (CGPA) of 3.0 or higher on a 4.0-point scale or equivalent; or academic distinction at the baccalaureate degree with a CGPA above 3.7 on a 4.0 scale.

3.4.2 A minimum IELTS Academic English test score of 6.5 or its equivalent. For doctorate programs taught in Arabic, the required minimum IELTS Academic English score is 5.0.

3.4.3 More details are provided in the Procedures.

3.5 Admission Deferment

An offer of admission may be deferred by the candidate one (1) time only to the program's next admission cycle.

3.6 Additional Admission Requirements and Restrictions

Admission decisions are not subject to appeal.

4. Related Policies and Laws

ACA-PRO-202 Recognition of Prior Learning

ACA-GRA-102 Graduate Student Tuition and Fees

ACA-GRA-201 Graduate Student Enrollment and Registration

ACA-GRA-202 Academic Progress in Graduate Programs

5. Administration

This policy is administered by the Deanship of Graduate Studies.

6. Revision History

Date	Revision
13 February 2024	Approved by the Vice-President (Version 5.1).
4 February 2024	Non-substantive update: <ul style="list-style-type: none">Added non-discrimination clause (3.1.2).
8 November 2022	Administrative change: <ul style="list-style-type: none">Updated the format and information header to be in line with the format required for the new Policy Library.
28 September 2021	President's Decision issued (PD#54 of 2021) after being approved by circulation by the University Council. (Version 5.0)
19 August 2021	Endorsed by the UC's Academic Affairs Committee.
25 May 2021	Endorsed by the Academic Council.
14 April 2021	Endorsed by a joint session of the Deans' Council and Provost's Council.

2 February 2021	<ul style="list-style-type: none"> • Added item 3.2.6 regarding RPL (CAA requirement); • Emphasized IELTS Academic (not General) throughout.
27 December 2020	President's Decree issued (PD#110 of 2020). (Version 4.0)
17 December 2020	Revisions approved by the University Council (No.4 of 2020).
28 June 2020	President's Decree issued (PD#34 of 2020). (Version 3.0)
24 June 2020	Revisions approved by the University Council.
11 June 2019	President's Decree issued (PD#17 of 2019). (Version 2.0)
1 June 2016	Revisions approved by the University Council.
16 June 2015	New policy required by CAA, approved by UC. (Version 1.0)