

Admission Information

Capital selects students who present a combination of ability, maturity, motivation, character and commitment. The university carefully considers a student's academic record, as well as a student's motivation, character and citizenship record as demonstrated through the application process. Capital University admits qualified students regardless of race, color, religion, gender, gender identity or expression, sexual orientation, military or veteran status, age, disability, ancestry, national origin or ethnicity to all the rights, privileges, programs and activities generally accorded or made available to students at the university.

Undergraduate Programs Admission requirements

All degree candidates entering Capital University should have graduated from an accredited high school (or its equivalent) with a strong college preparatory curriculum. In preparation for the university, it is strongly suggested that students complete a minimum of 16 academic units including:

- 4 units of college preparatory English
- 3 units of mathematics (minimum-Algebra 1, Geometry, Algebra 2)
- 3 units of natural science (including two lab sciences)
- 3 units of social science
- 2 units of foreign language (preferably the same language)
- 1 unit of fine arts

For the **Nursing** program, it is required that a candidate complete high school biology, chemistry and algebra II or equivalent courses and achieve a grade of C+ or higher in each of these classes.

Admission to the **Conservatory of Music** may require an audition.

Transfer students must have a high school degree (or its equivalent) and:

- A transfer candidate should have achieved a minimum of a **2.5 cumulative grade point average** (on a 4.0 scale) at all colleges and universities attended (except for Nursing).
- Transfer students must also be in **good academic and social standing** at the last institution attended.

Admission requirements for the **Bachelor's degree completion program**, for non-traditional aged students who have a high school diploma and some college-level work, include:

- The applicant must be 24 years of age or older and demonstrate a capacity for self-directed, self-managed learning; Extraordinary circumstances are considered.
- The applicant must have 30 hours of transferable semester credit or 45 quarter credit hours with a 2.5 g.p.a. or above.
- The applicant must demonstrate college entry-level oral and written communication skills.
- If you are applying to the social work program, you need to complete the [social work application](#) and reference forms. Please note that TWO recommendations need to be submitted on your behalf.

Graduate Programs

Admission requirements

All graduate degree candidates entering a Capital University graduate program should have graduated from an accredited university with a Bachelor's degree.

TRINITY LUTHERAN SEMINARY AT CAPITAL UNIVERSITY

Admission to Trinity Seminary is based on more than academic considerations. Acceptance to study in preparation for the ministries of the Church involves qualities of the whole person and expectations of the Church concerning the character of seminarians. All programs require a minimum of a Bachelor's degree, and specific admissions requirements are available for each degree program.

The seminary offers the following degree programs:

- **Master of Divinity**
- **Master of Theological Studies**
- **Master of Arts**
- **Master of Sacred Theology**
- **Doctor of Ministry**

Pre-Seminary Studies

Because of the wide range of undergraduate programs and majors offered by colleges and universities, the seminary does not expect any one type of undergraduate preparation as a prerequisite for theological study. It is recommended that, whenever possible, pre-seminary students include in their course of study a broad background in the liberal arts, including such subjects as English, history, modern languages, philosophy, Greek, and the social sciences.

Application for admission must be made through the Office of Admissions. Additional information about application methods may be found on our website at www.TLSohio.edu/admissions-aid.

MASTER OF ARTS IN EDUCATION

Admission to this program requires:

- Bachelor's degree or recognized equivalent from an accredited institution;
- Satisfactory scholastic average, usually a minimum grade point average (GPA) of 3.0 (B);
- Evidence of having taken the Ohio Assessment for Educators or comparable state mandated initial teaching license assessment (for Master of Arts in Teaching only);
- Evidence of having a minimum of two years successful teaching experience when applying for a license (for Master of Arts in School Administration only);
- Evidence of compatibility of professional goals with Capital University's Master of Arts in Education program, as addressed in submitted writing sample and personal interview;
- Evidence of ability to successfully complete program as collectively indicated in all materials submitted in the application process; and
- Signed Statement of Assurance of Good Moral Character.

MASTER OF MUSIC IN MUSIC EDUCATION

Capital selects students who present a combination of ability, maturity, motivation, character and commitment. Admission Requirements are:

- Bachelor's degree from an accredited institution (An undergraduate degree in music is highly recommended)
- Minimum undergraduate GPA of 3.0 (on 4.0 scale). Applicants with lower marks will be considered on an individual basis.
- International students must demonstrate language proficiency by meeting one of the following requirements: TOEFL score of 550 (paper); TOEFL score of 213 (computer); TOEFL score of 80 (internet-based); or an IELTS score of 6 or higher

MASTER OF BUSINESS ADMINISTRATION

Our MBA program is for working professionals, in part because we believe the workplace is an essential resource for understanding and applying the ideas learned in the classroom. As such, the ideal candidate will have a minimum of two years to three years of professional work experience. Additional requirements are:

- Bachelor's degree from an accredited institution;
- A personal interview;
- Two professional references;
- International applicants must demonstrate English proficiency by meeting TOEFL or IELTS requirements.

JURIS DOCTOR DEGREE

Capital University Law School offers options to complete your juris doctor degree through full-time or part-time degree programs. Admission to the Juris Doctor program requires:

- Bachelor's degree from an accredited institution;
- Submission of your LSAT scores;
- Two letters of recommendation;
- A personal statement;
- A resume.

The **3+3 Bachelor of Arts / Juris Doctor program** is an accelerated joint degree program that enables students to earn the undergraduate and law degrees in just six years. To be eligible, the student must:

- Be admitted to Capital University's undergraduate program;
- Complete a minimum of 100 undergraduate semester hours, 60 credit hours of which must have been earned from Capital University. Transfer credit, credit by examination, and credit recognized through prior learning will not be counted;
- Complete all general education, major and minor requirements for the undergraduate degree;
- Meet the presumptive requirements for admission to Capital University's juris doctor program.

LL.M. ADMISSION REQUIREMENTS

- The Law School will consider only those applicants to our LL.M. programs who have (1) a J.D. from an American Bar Association accredited law school; (2) a J.D. or an LL.B. from an internationally-accredited law school; or (3) a law degree and are licensed to practice law in a state, territory, or the District of Columbia.
- Each applicant must demonstrate an aptitude for graduate legal tax or business studies; factors that may be considered include: law school academic record (preference is given to those graduating in the top-half of their law school class); relevant published and unpublished written work; and the nature and duration of legal or tax/business-related work experience.
- Each applicant must demonstrate successful completion at the law school level of the following courses: federal personal income taxation course and a basic business association course(s) (including agency, partnership and corporations). In addition, for the LL.M. in Business, successful completion of a secured transactions (UCC Article 9) course is required.

Note: An applicant missing one or more of the pre-requisites may be permitted to enroll in J.D.-level courses to fulfill these requirements.

Applicants with Foreign Law Degree

- If English is not your first language OR you attended a school in which the majority of classes were not conducted in English, you must take the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS). The TOEFL and IELTS may be waived if you have earned a degree from a college or university in the United States. In lieu of a TOEFL or an IELTS score, the applicant may provide a GRE, GMAT, or LSAT score.
- For applicants required to provide a TOEFL or an IELTS score: The minimum acceptable score on the paper-based test (PBT) is 600 and the minimum acceptable score on the internet-based test (IBT) exam is 100. The minimum acceptable IELTS score is 7.0.

MASTER OF SCIENCE IN NURSING

Admission to the Master of Science Program is open to nurses who are licensed in the state of Ohio and have graduated from a program of nursing accredited by either the National League for Nursing Accrediting Commission (NLNAC) or the Commission on Collegiate Nursing Education (CCNE). Applicants are requested to provide information pertaining to their academic, intellectual and professional abilities through college transcripts, personal references, and a writing sample

Admission to this program requires:

- Bachelor of Science Degree in Nursing
- Current, unencumbered, unrestricted Ohio RN License
- 3.0 undergraduate GPA on a 4.0 scale
- Undergraduate prerequisites: Statistics and research methods
- Submit a 1 to 2 page summary that addresses a specific vision for your future and how an advanced nursing degree will support your goals.
- Current resume
- Three professional written references
- Clinical Nursing Specialist (CNS) applicants are required to meet with the Graduate Program Director prior to the start of the semester

International applicants meet the same admission criteria as do U.S. applicants. In addition, international applicants must submit an official TOEFL score that has been taken within a year of submitting an application to this program. A WES transcript evaluation is strongly recommended.

Dual Degree Graduate Programs

Admission for a dual degree requires admission to both degrees that make up the dual program. Capital offers dual degrees in:

- Master of Science in Nursing / Master of Business Administration
- Master of Science in Nursing / Juris Doctor
- Master of Science in Nursing / Master of Theological Studies
- Juris Doctor / LLM in Business
- Juris Doctor / LLM in Business and Taxation
- Juris Doctor / LLM in Taxation
- Juris Doctor / Master of Business Administration
- Juris Doctor / Master of Theological Studies

Other Programs

Admission requirements

Nursing Accelerated BSN Program

The following are the requirements for admission to the Nursing Accelerated BSN Program. Please review the criteria and the admission procedures before completing your application.

- A completed baccalaureate or higher degree from a regionally accredited college or university.
- Cumulative 3.0 GPA and an average 2.75 GPA in microbiology, anatomy, and physiology
- Prerequisites may be completed at any U.S. accredited college or university. All prerequisites must be completed by end of spring semester during the year in which you apply. Prerequisite courses are:
 - Microbiology
 - Chemistry: two semesters of general chemistry, or one semester of biological chemistry
 - Anatomy*: course containing lab hours
 - Physiology*: course containing lab hours
 - Statistics
 - Human Nutrition (must include diet therapy pertaining to disease)
 - Life Span Development (must encompass conception through death of human)
 - Will accept one course or compilation of courses
 - Basic Psychology or Sociology
 - STNA - Students must complete the State Tested Nursing Assistant course and exam prior to beginning the program

*Anatomy and physiology should be taken as two separate courses. Integrated courses (One course for both subjects) must get faculty approval.

Paralegal Program

We require that all applicants have a four-year, baccalaureate degree from an accredited college or university. We also consider a number of factors when admitting students into the program, such as your undergraduate GPA, work history, references, community involvement, co-curricular activities, and a personal statement about why the legal profession interests you.

If you have an undergraduate GPA below 2.7, we may admit you into the program on a conditional basis. If you are conditionally admitted, you must maintain a GPA of 2.3 or higher in the first semester of the Paralegal Program to continue in the program.

Life Care Planner Program

Admission Requirements for Registered Nurses:

- Bachelor's degree from an accredited four-year institution;
- Valid R.N. license; and
- 5000 hours of clinical experience, preferably in a relevant area.

Admission Requirements for non-R.N. Rehabilitation or Other Related Professionals:

- Bachelor's degree from an accredited four-year institution;
- Rehabilitation certification such as CRC, CDMS, COHN, CPRN, ABVE, LPT, OTL, LPC, etc., or appropriate licensure or certification in a related field (e.g., social work, physical therapy, etc.);
- A minimum of 3 – 5 years of rehabilitation work experience.

Please note that preference is given to candidates with a 2.7 or higher GPA.

Legal Nurse Consultant Program

Admission Requirements for Registered Nurses:

- Bachelor's degree from an accredited four-year institution;
- Valid R.N. license; and
- 5000 hours of clinical experience, preferably in a relevant area.