ADMISSION REQUIREMENTS:

• MASTER

**All applicants must comply with the following requirements:**

1. Fill the Application for Admission.
2. Pay a $50.00 Admission Fee (non-refundable).
3. Submit an official academic transcript directly from the university where the applicant obtained his/her bachelor's degree, and a Graduation Certificate that includes the graduation general grade point average to the Office of Graduates Affairs.
4. Submit three (3) letters of recommendation from persons who can attest to the applicant's preparation and ability to perform at a graduate level.
5. Copy of the Birth Certificate (new format) or valid Passport.

**International Applicants with Form I-20**

1. Complete the Application for Admission.
2. Pay $60.00 Admission Fee. The application fee is non-refundable and will not be applicable toward the student's registration charges.
3. Submit an official transcript certified by the educational institution and validated by the Ministry of Education of the applicant's home country as well as a U.S.A. academic equivalence certification for that degree obtained an accredited evaluation firm (World Education Services, Inc.; Educational Evaluation, Inc. etc.). The academic equivalence certification must include the equivalent U.S.A. degree with a detailed evaluation, course by course, of an official transcript from the educational institution in the candidate's home country. The document must be sent directly from the institution to the Office of Graduates Affairs at Polytechnic University of Puerto Rico.
4. Submit three (3) letters of recommendation from persons who can attest to the applicant's preparation and ability to perform at a graduate level.
5. Demonstrate financial capacity to complete the required program, if personally by means of a funds availability certificate from the candidate's banking institution or:
   a. Submit a sworn statement by the person that will cover the costs of the studies, indicating the annual amount assigned for this purpose.
   b. Submit a copy of the Income Tax return of the person, residing in U.S. territory that will cover the cost of the studies or, if self-financed, submit a letter from the applicant’s banking institution, certifying availability of funds to cover the studies.
6. Applicants may be required to take the Test of English as a Foreign Language (TOEFL).

The International Student Advisor offers information, counseling, and assistance on Federal Regulations related to maintaining the student status. The advisor is located at the Registrar’s Office indicating the annual amount assigned for this purpose and will cover the cost of the studies or, if self-financed, submit a letter from the applicant’s banking institution, certifying availability of funds to cover the studies.

**Instructions for the letters of recommendation**

The Office of Graduates Affairs will provide the recommendation letters form. These forms must be filled with a typewriter or in block letters by each of the three persons to whom the applicant requests a recommendation. The letters must accompany the application for admission at the time of submission.

**MASTERS**

• Master in Engineering Management

Master Program in Engineering Management must have a Bachelor’s degree in Engineering from an accredited university, with a minimum grade point average of 2.50*/4.00.

• Master in Business Administration

Master Program in Business Administration must have a Bachelor’s degree in any discipline (includes business administration) from an accredited university, with a minimum grade point average of 2.50*/4.00. You must present the results of the EXADEP (proof of admission to postgraduate studies), GMAT (Graduate Management Admission Test) or GRE (Graduate Records Examination). Examination must have been taken within the five years preceding the date of requested admission.

• Master in Environmental Management

Master Program in Environmental Management must have a Bachelor’s degree in Natural Sciences from an accredited university, with a minimum average of 2.50*/4.00.

• Master in Manufacturing Competitiveness

Master Program in Manufacturing Competitiveness must have a Bachelor’s degree in Engineering, Natural Sciences, Business Administration, or an equivalent degree in any field related to industrial manufacturing from an accredited university, with a minimum average of 2.75*/4.00.

• Master in Manufacturing Engineering

Master Program in Manufacturing Engineering must have a Bachelor’s degree in Engineering from an accredited university, with a minimum grade point average of 2.75*/4.00.
General Admission Requirements Graduate School

• Master in Civil Engineering
Master Program in Civil Engineering must have a Bachelor’s degree in Civil Engineering from an accredited university, with a minimum average of 2.75*/4.00.

• Master in Electrical Engineering
Master Program in Electrical Engineering must have a Bachelor’s degree in Electrical Engineering or another related Bachelor’s degree (subject to verification and approval) from an accredited university, with a minimum grade point average of 2.80*/4.00 in general courses and 3.00*/4.00 in specialty courses.

• Master in Computer Engineering
Master Program in Computer Engineering must have a Bachelor’s degree in Computer Engineering or another related Bachelor’s degree (subject to verification and approval) from an accredited university, with a minimum grade point average of 2.80*/4.00.

• Master in Computer Sciences
Master Program in Computer Sciences must have a Bachelor’s degree in Computer Science or other related Bachelor’s degree (subject to verification and approval) from an accredited university, with a minimum grade point average of 2.80*/4.00.

• Master in Mechanical Engineering
Master Program in Mechanical Engineering must have a Bachelor’s degree in Mechanical Engineering or another related Bachelor’s degree (subject to verification and approval) from an accredited university, with a minimum grade point average of 2.80*/4.00.

• Master in Geospatial Sciences and Technology
Master Program in Geospatial Sciences and Technology must have a Bachelor’s degree in any discipline from an accredited university, with a minimum grade point average of 2.75*/4.00.

• Master in Landscape Architecture
Master Program in Landscape Architecture must have a Bachelor’s degree in Science of Landscape Architecture, Bachelor of Landscape Architecture, Bachelor of Architecture or Master of Architecture or other Bachelor’s degree subject to verification and approval. All these grades must be from an accredited university, with a minimum average of 2.85*/4.00. Successfully pass a formal interview with the Admissions Committee of the landscape architecture program. Submit an essay (approximately of 1,200 words) that describes a local problem of architectural landscape, accompanied by a representative of the described problem image.

• Master in Sciences of Education in Natural Sciences and Mathematics
Master Program in Sciences of Education in Natural Sciences and Mathematics must have a Bachelor’s degree in Education or another related Bachelor’s degree (subject to verification and approval) from an accredited university, with a minimum grade point average of 2.50*/4.00.

*Candidates with less than the required average may be reconsidered by the Reconsideration Committee.

NON-DEGREE STATUS

Admissions Requirements

• NON-DEGREE STATUS

Any request to Non-Degree Status must comply with the following requirements:
1. Complete the application for admission of Non-Degree Status.
2. Pay $75.00 Admission Fee. (It is not refundable.) If you decide to continue to apply for master’s degree and is active, you don’t have to pay the Admission Fee again.
3. Request a (1) official transcript of credits from the university where he earned his Bachelor’s degree and graduation certificate with included average. These documents must be sent directly by the institution to the Office of Graduate Affairs of the Polytechnic University of Puerto Rico.
4. You must have a Bachelor’s degree in any discipline from an accredited university.
5. Only you can enrollment a maximum of 12 credits.

Considerations:
1. A student admitted as Non-Degree Status does not guarantee admission to a graduate program. The student must comply with the requirements of the program at the time of applying for admission to the program.
2. If you choose to apply to a graduate program will be considered the courses previously enrolled if they were approved with a minimum of “B”.
3. Once the student wish to formally request the program must submit the required documentation.

Restrictions:
1. A student previously admitted in the PUPR graduate level, cannot request or changed under this status.
2. There are no financial aid.
3. The student must comply with institutional rules and the graduate school policies as described in the graduate catalog.
4. The student must have the prerequisite of the course at graduate level to enroll a course if it’s required.
5. The student’s academic progress will not be measured with Non-Degree Status.

GRADUATE CERTIFICATES

ADMISSION REQUIREMENTS

• GRADUATE CERTIFICATE PROGRAM IN INFORMATION ASSURANCE AND SECURITY (GCIAS)
• GRADUATE CERTIFICATE PROGRAM IN DIGITAL FORENSICS (GCDF)

Any request for the Graduate Certificates Programs must complete the following requirements:

1. Complete the application for admission to the Graduate Certificate.
2. Pay $75.00 Admission Fee. (It is not refundable.) If you decide to continue to apply for master’s degree and is active, you don’t have to pay the Admission Fee again.
3. Request a (1) official transcript from the university where he earned his Bachelor’s degree and graduation certificate with included average. These documents must be sent directly by the institution to the Office of graduate Affairs of the Polytechnic University of Puerto Rico.
4. Must have a Bachelor’s degree in any discipline from an accredited university, with a minimum grade point average of 2.80/4.00.
5. Be approved with a minimum of "C" a sub graduated course from high-level programming language and a Calculus I course or equivalent.

Considerations:

1. The student admitted to the Graduate Certificate does not guaranteed admission to a graduate program. The student must comply with the requirements of the program at the time of applying for admission to the program.
2. If you choose to apply to a graduate program will be considered the courses previously enrolled if they were approved with a minimum of "B".
3. Once the student wish to formally request the program must submit the required documentation.

Restrictions:

1. A student previously admitted in the PUPR graduate level, cannot request or changed under this status.
2. There are no financial aid.
3. The student must comply with institutional rules and the graduate school as described in the graduate catalog.
4. The student must have the prerequisite of the course at graduate level to enroll a course if it’s required.
5. The student’s academic progress will not be measured with Graduate Certificates Status.

TUITION FEES*

<table>
<thead>
<tr>
<th>Service / Program</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per credit (Graduate Certificates and Masters)</td>
<td>$210.00</td>
</tr>
<tr>
<td>Per credit for Master in Sciences Education in Natural Sciences and Mathematics (MSED)**</td>
<td>$272.00</td>
</tr>
<tr>
<td>Per credit for full Online Program (MEM-OL)</td>
<td>$220.00</td>
</tr>
<tr>
<td>Per credit for Landscape Architecture</td>
<td>$240.00</td>
</tr>
<tr>
<td>General Fees (Graduate Library $65.00, Registration Graduates $50.00, Student Activity Graduates $30.00, Student Medical Servives $20.00, Technology Fee $85.00)</td>
<td>$250.00</td>
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<tr>
<td>General Fees (Full Online Program)</td>
<td>$270.00</td>
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<tr>
<td>ID Card (New Students)</td>
<td>$15.00</td>
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<tr>
<td>Parking (Optional)</td>
<td>$60.00</td>
</tr>
<tr>
<td>Laboratory (If Apply)</td>
<td>$240.00</td>
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</tbody>
</table>

Courses are offered from Monday to Thursday from 6:30 p.m. to 10:30 p.m. and Saturdays from 8:00 a.m. to 12:00 noon and 1:00 p.m. to 5:00 p.m. Each course is offered once a week, for four (4) hours. Courses are also available through the Internet. ***

Tel. (787) 622-8000 Ext.686 • escuelagraduada@pupr.edu

*Tuition and fees schedule are subject to change without previous notice.
**This program does not apply the general fees.
***Online courses may have attendance requirements. This exclude full Online Program.