Joint Undergraduate / Azrieli BA-MS Program Guidelines

Introduction:
Joint bachelor’s-master’s programs exist between Stern College for Women (SCW) and the Azrieli Graduate School of Jewish Education (AGS) and Yeshiva College (YC) and the Azrieli Graduate School of Jewish Education (AGS). A student admitted to either of these programs may begin graduate study while still an undergraduate.

The graduate courses may count toward the 84 credit undergraduate residency requirement, may count toward both undergraduate requirements and the graduate degree, or may just allow the student to get an early start on graduate study.

Eligibility:
Students must have attained senior status and have completed at least 94 credits with a minimum GPA of 3.2.

Credits:
Students who have not yet completed the BA degree may take a maximum of 12 graduate credits whether or not these credits count back toward the undergraduate degree.

Workload:
For SCW students, the graduate courses count in the 7 course maximum workload per semester. For YC students, the graduate courses count in the 17.5 credit maximum workload per semester.

Course Approval:
Once admitted, joint program students wishing to take graduate courses to meet undergraduate requirements must request approval by filing the “Joint Undergraduate-AGS Approval Request” form in consultation with an academic advisor.

Registration:
The undergraduate registrar must register all graduate courses taken within the 12 credit maximum.

Grades:
Grades in graduate courses taken to meet undergraduate requirements will be included in the undergraduate GPA and will be taken into account for awarding honors at graduation and for determining valedictorian. The student must inform the professor at the beginning of the semester that he or she may not receive a grade of Incomplete. Regardless of whether or not the course fulfills a specific requirement toward the BA degree, courses taken on the BA/MA program must be completed and graded in order for the student to be awarded the BA degree.

Fees:
The tuition of full-time (12 credits) undergraduate students covers the cost of the graduate courses. A part-time undergraduate student will be charged undergraduate per-credit charges for the undergraduate courses and graduate per-credit charges for the graduate courses. Graduate tuition will be charged for summer AGS courses.

How to Apply:
1. Submit the attached application to the Undergraduate Registrar and attach two copies of your transcript.
2. Type a personal essay of 3-5 pages, double spaced, detailing your academic and professional goals, including your experience and your interest in Jewish education, and your reasons for applying to Azrieli. Submit either via email to azrieli@yu.edu or mail to: Azrieli Graduate School, 500 West 185th Street, New York, NY 10033.
3. Complete the top portion of the two attached recommendation forms and send them to two university instructors under whom you have studied. Letters of reference should be returned directly to the Azrieli Graduate School at the above address.
4. Upon receipt of the application, essay and reference letters, the graduate school will contact you for an interview. If approved, AGS will mail you a letter of acceptance to the BA-MS program with a copy to the Undergraduate Registrar.

Degrees:
Upon completion of the BA requirements, students must apply for the BA degree through the Office of the Undergraduate Registrar.

Upon conferral of the BA degree, the student must notify AGS of their intent to continue in the Master’s program and submit an online application, including a $50 application fee. The student will receive a letter approving their continuation in the program, provided that the student has maintained a 3.2 GPA in prior AGS coursework.

Upon completion of the graduate program, the student must apply for the MS degree through the Office of the Graduate Registrar.

Updated 7/31/2012
Joint Undergraduate / Azrieli BA-MS Program Application

Name: ________________________________ YU ID #: __________________

Mailing Address: ____________________________
((If Dormitory, Building & Room) ________________________

Phone: ________________________________

Email: ________________________________

Current Class: ☐ JR ☐ SR ☐ Major: ________________________________

I am applying to the Undergraduate – Azrieli BA-MS program beginning:

☐ Fall 20____ ☐ Spring 20____ ☐ Summer 20____

I have read and agree to the guidelines on the accompanying sheet.

Reason for applying to the Joint Bachelor’s – Master’s Program:

____________________________________________________________________________________________________

____________________________________________________________________________________________________

Signature of Student: ________________________________ Date: __________________

Registrar:

_____ Number of credits earned as of ____________________ CUM GPA: __________

Signature of Registrar: ________________________________ Date: __________________

Undergraduate Dean or Advisor:

Student is ☐ approved ☐ not approved for acceptance to the program.

Comments: ________________________________

Signature of Dean/Advisor: ________________________________ Date: __________________

Graduate Dean:

Student is ☐ approved ☐ not approved for acceptance to the program.

Comments: ________________________________

Signature of Graduate Dean: ________________________________ Date: __________________

Please note: Graduate school will notify student and will cc the undergraduate registrar of its decision.

Updated 7/31/2012
Joint Undergraduate / Azrieli BA-MS Program
Request for Letter of Recommendation

TO APPLICANT: Below, print your name, address, the degree you wish to pursue; then give the form to the person whose recommendation you are seeking (former professor, principal, supervisor or other individual who knows you professionally), with a stamped envelope, addressed to:

Azrieli Graduate School of Jewish Education and Administration
500 West 185th Street, Belser Hall 311
New York, NY 10033

Student’s name ___________________________ YU ID # ___________________________
Address ________________________________________________________________
Degree Sought __________________________________________________________

Please select one of the following statements below, include your signature and submit to the person from whom you are requesting a letter of recommendation.

☐ I authorize the release of a candid evaluation to assist in the admission process of the Azrieli Graduate School. I understand that the material will be kept confidential both from me and the public, and waive any right of access that I might have by law. I further understand that the Azrieli Graduate School does not require me to execute this waiver and is willing to review my application without it.

☐ I authorize the release of a candid evaluation but choose not to waive my right to examine this form should I enroll as a student at the Azrieli Graduate School.

Student’s Signature __________________________________________ Date ___________

TO PERSON SUBMITTING RECOMMENDATION: The person named above is applying for admission to the Azrieli Graduate School of Yeshiva University. On your company’s letterhead, please express your candid evaluation, indicating how long you have known the applicant, in what capacity, and whether or not you consider her capable of pursuing an advanced degree in Jewish education. Please be as specific and frank as possible regarding the applicant’s intellectual ability, personality traits, and study habits. Please note the applicant’s response to the release authorization section above.

Check each line at the appropriate point on the scale to show the applicant’s rating on the characteristic concerned. Use your current student body and recent graduates as points of reference.

<table>
<thead>
<tr>
<th>Characteristic</th>
<th>Highest</th>
<th>Average</th>
<th>Lowest</th>
<th>Not Observed</th>
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<td>Top 10%</td>
<td>Middle 40%</td>
<td>Next 20%</td>
<td>Bottom 10%</td>
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<td>Intelligence</td>
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<td>Personality</td>
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Name ___________________________ Institution ___________________________ Date __________________

Title ___________________________ Signature ___________________________
Joint Undergraduate/ Azrieli BA-MS Program
Course Approval Request

Name: ___________________________ YU ID #: __________________

Mailing Address: __________________________________________________________
(If Dormitory, Building & Room)

Phone: _________________________________________________________________

Email:  _________________________________________________________________

Current Class:  ☐ JR ☐ SR  Major: ___________________________

I have been admitted to the Undergraduate-Azrieli Joint Program and request permission to take

☐ One ☐ Two of the following courses for a total of ____ credits during the

☐ Fall 20__ ☐ Spring 20__ ☐ Summer 20__  Semester

To date I have already taken ____ credits at Azrieli (A maximum of 12 credits may be taken as part of the BA/MA program)

FOR STUDENT USE:

GRADUATE SCHOOL COURSE INFORMATION

Include the specific requirement you would like each course to fulfill if any:

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<thead>
<tr>
<th>CRN</th>
<th>Dept.</th>
<th>Course #</th>
<th>Title</th>
<th>Cr.</th>
<th>Specific Req.</th>
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Signature of Student: ___________________________ Date: __________________

INCOMPLETE FORMS WILL NOT BE PROCESSED

FOR OFFICE USE ONLY

Action by Dean/Advisor  Comments: ___________________________________________

☐ Approved  ☐ Denied  Signature: ___________________________ Date: ______________

Action by Graduate Dean  Comments: ___________________________________________

☐ Approved  ☐ Denied  Signature: ___________________________ Date: ______________

Action by Registrar  Comments: ____________________________________________

☐ Approved  ☐ Denied  Signature: ___________________________ Date: ______________

Updated 7/31/2012