



Immaculata University
College of Graduate Studies

Graduate Courses in Education

In Collaboration with Knowledge Delivery Systems

Application and Registration Information

Immaculata University
College of Graduate Studies
1145 King Road, Box 500
Immaculata, PA 19345

Application Instructions and Admission Criteria

Graduate credit courses will be made available to persons interested in professional development in the areas of education and school administration. Immaculata University will award graduate credit for the Graduate Credit Courses provided through KDS. To obtain credit for such courses the following requirements must be fulfilled:

1. Complete the application form to officially request university credit and submit it to KDS@immaculata.edu or mail to:

Immaculata University, College of Graduate Studies,
1145 King Road, Box 500, Immaculata, PA 19345

2. Include with your application a copy of your bachelor's diploma or a copy of your transcript indicating degree completion. A minimum final undergraduate GPA of 2.5 is required in order to receive graduate credit.
3. Successful completion of the KDS course program.
4. Submission of certificate of completion for each module associated with the KDS course. (Most courses will have eight (8) modules.)

Qualified applicants will be accepted as enrichment students and will be permitted to earn a maximum of 6 graduate credits.

KDS will be responsible for grading and providing completion certificates for all KDS Modules. Immaculata University will grant 1 graduate credit for completion of each approved KDS 15 hour Graduate Credit Course. The graduate transcript will reflect the grade of "Pass" or "Fail" at the completion of each course. The grade of "Withdraw" will be transcribed if the course is not completed within 4 months.

Tuition and Fee Structure

Tuition is remitted to KDS for courses receiving graduate credit. All student purchases of KDS Graduate Credit Courses are final, no refunds will be granted. Students will be registered by Immaculata University in the semester in which they first register with KDS, not the semester they finish. Students must complete Graduate Credit Courses within 4 months of the start date of each course. Semester dates for registration are as follows: Fall: August 16 – December 15; Spring: December 16 – May 15; Summer: May 16 – August 15.

Transcript Request

Visit the web site www.immaculata.edu ; see link for registrar/transcripts.

Questions: Send to KDS@immaculata.edu

Students must submit application for university credit at the time of registration with KDS for courses.

