POINT PARK
U N I V E R S I T Y

Office of Graduate and Online Admissions
Application Instructions for Fast Track BA+MEd/MA Students

Before you can take graduate courses as a fast track student, you must apply/be admitted for your program. (This is true even if you selected a fast-track major upon entering the university.) Completing the graduate application will ensure that you are coded as a graduate student once you have completed your bachelor's degree. Applying for graduate study is a simple process and only requires a few minutes.

How to Apply for Graduate Admission

- Start the process: www.pointpark.edu/apply (application fee waived)
- Scroll down and select the **Master's and Doctoral Application**
- Before starting your application, you will need to **set up an account** (provide name, valid email address, create password, etc.)
- After retrieving your activation email, return to the login page to sign in to the app portal
- If you experience password reset issues, reach out to gradadmission@pointpark.edu so that we can reset your password
- Choose **Start New Application**
- When asked for type of program, select **Graduate**
- When asked for modality, select **Online**
- When asked for student type, select **Graduate**
- When asked for your major, select your program
- When asked for desired enrollment status, select **Full Time.**
- When asked for citizenship status, select **Citizen of U.S.**
- When asked for start term, **select the *semester after you plan to complete your bachelor's degree; usually that will be Summer.* (ex, if you plan to graduate in Spring 2028, select Summer 2028)
- Tab through, complete all required fields
- If you wish, you may upload your photos. **All online applicants must submit two photos:**
  - (1) a personal (selfie or headshot) photo and
  - (2) a picture of a gov't-issued photo ID, such as a driver's license or passport
- Click **Submit**. You should receive confirmation that your submission has been received.

What to Send
- If you did not upload the two required photos with your application, please email them later to gradadmission@pointpark.edu.
- No other documents are needed – just the application and the two photos.

Questions? Please contact: Lynn Ribar, Director, Graduate and Online Admissions lribar@pointpark.edu / 412-392-3908