



Robert Morris University  
Office of Graduate Admissions

Accelerated 4+1  
&  
Counseling Psychology (3+2)

Student Handbook  
2022-23

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# Welcome

Thank you for your interest in the Accelerated 4+1 Program at Robert Morris University. In today's highly competitive job market, having both an undergraduate and graduate degree can give you a distinct advantage and make you more valuable to potential employers.

RMU knows you want to get the most out of your time. That's why we offer a selection of Accelerated 4+1 Programs that enable you to earn both a bachelor's and a master's degree in around five years.

This handbook will outline the application process as well as provide helpful information that will help you to decide if the Accelerated 4+1 Program is a good fit for you.

We look forward to further discussing your interest in the program!

[graduateadmissions@rmu.edu](mailto:graduateadmissions@rmu.edu)

# Accelerated 4+1 Offerings

The Accelerated 4+1 Program is available to qualified, on-ground bachelor's degree seeking students.

BSBA/MBA

BS Applied Mathematics, concentration in Financial Mathematics/MBA

BS Engineering/MBA

BS Engineering/MS Engineering Management

BS Engineering/MS Healthcare Systems Engineering

BS Psychology/MS Counseling Psychology (3+2 Program)

Any Bachelor's/MS Cyber Security

Any Bachelor's/MS Data Analytics

Any Bachelor's/MS Healthcare Analytics

Any Bachelor's/MS Information Systems Management

Any Bachelor's/MS Organizational Leadership

Any Bachelor's/MS Web and Mobile Information Systems

Any Bachelor's/MS Cyber Investigation & Intelligence

BS Health Services Administration/MS Health Services Administration

# Admission Criteria

## **MBA**

- Accelerated 4+1 Programs Application – [www.rmu.edu/accelerated](http://www.rmu.edu/accelerated)
- Applications must be completed in spring semester of junior year or when applicant has earned 90 credits but no more than 100 earned credits
- 3.0 GPA (GMAT is required if GPA is below 3.0)
- 1 page essay describing your interest in earning the degree
- Resume

## **Engineering Management Healthcare Systems Engineering**

- Accelerated 4+1 Programs Application – [www.rmu.edu/accelerated](http://www.rmu.edu/accelerated)
- 2.8 overall GPA and 3.0 GPA in RMU engineering courses
- 81-96 earned credits
- Personal statement of interest
- 2 letters of recommendation
- Resume

## **Counseling Psychology (3+2 Program)**

- Accelerated 4+1 Programs Application – [www.rmu.edu/accelerated](http://www.rmu.edu/accelerated)
- 3.0 GPA
- 3<sup>rd</sup> year students who already applied to get on the counseling psychology concentration track
- 500 word essay answering “What has led you to pursue a career as a professional counselor?”
  - 2 letters of recommendation
- Resume

## **Health Services Administration**

- Accelerated 4+1 Programs Application – [www.rmu.edu/accelerated](http://www.rmu.edu/accelerated)
- 3.0 GPA
- 87 earned credits
- 500 word essay describing your interest to the program and professional goals
- Resume

## **Cyber Security Data Analytics Healthcare Analytics Information Systems Management Web & Mobile Information Systems**

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- Accelerated 4+1 Programs Application – [www.rmu.edu/accelerated](http://www.rmu.edu/accelerated)
  - 2.8 overall GPA, 3.0 major GPA, 3.0 for computing courses
  - 87-108 earned credits ● Resume

## **Organizational Leadership**

- Accelerated 4+1 Programs Application – [www.rmu.edu/accelerated](http://www.rmu.edu/accelerated)
- 2.8 overall GPA, 3.0 major GPA

- 87-108 earned credits
- 750-1000 word essay detailing academic and professional goals
- Resume

### **Cyber Investigation & Intelligence**

- Accelerated 4+1 Programs Application – [www.rmu.edu/accelerated](http://www.rmu.edu/accelerated)
- Applications must be completed in spring semester of junior year or when applicant has earned 90 credits.
- 3.0 overall GPA
- 1 page essay describing your interest in earning the degree
- 2 letters of recommendation
- Resume
- PA Criminal History Background Check
  - <https://epatch.state.pa.us/Home.jsp>

# International Students, Student Athletes and Veterans

Prior to making an application to the Accelerated 4+1 Program please contact the following staff members regarding your eligibility:

## **International Students**

### **Tabitha Slater**

Office Phone: 412-397-5943

Email: [slater@rmu.edu](mailto:slater@rmu.edu)

On-campus location: Colonial Village #2

## **Student-Athletes**

### **Nicole Law**

Office Phone: 412-397-6815

Email: [law@rmu.edu](mailto:law@rmu.edu)

On-campus location: Center for Student Success

## **Veterans**

### **Christie McFadden**

Office Phone: 412-397-5435

Email: [mcfaddenc@rmu.edu](mailto:mcfaddenc@rmu.edu)

On-campus location: Jefferson Center 106

# Program Directors

If you have academic/course/scheduling related questions about the Accelerated 4+1 Program please arrange an appointment with the appropriate program director.

## **MBA**

Dr. Jodi Potter  
potterj@rmu.edu  
412-397-6387

## **CIS Programs**

Dr. Diane Igoche  
igoche@rmu.edu  
  
412-397-3536

## **Organizational Leadership** Dr.

Anthony Moretti  
  
moretti@rmu.edu 412-397-6467

## **Engineering**

Dr. Won Joo  
joo@rmu.edu  
  
412-397-4026

## **MS Cyber Investigation & Intelligence**

Dr. Frank Hartle  
hartle@rmu.edu  
  
412-397-6042

## **Counseling Psychology**

Dr. Neha Pandit  
pandit@rmu.edu

## **Health Services Administration**

Dr. Holly Hampe  
hampe@rmu.edu



## Application Process

To be considered for admission into the Accelerated 4+1 Program please follow the admission procedure below. **Note: Applicants must submit a completed accelerated 4+1 application packet. Partially completed packets will not be accepted.**

1. Application
  - a. You can apply directly online at [www.rmu.edu/accelerated](http://www.rmu.edu/accelerated).
  - b. Be cognizant of the minimum credit requirement of the program you're interested in, applications will not be accepted if you don't meet the minimum credit requirement.
2. Letters of Recommendation
  - a. The **MS in Engineering Management, MS in Healthcare Systems Engineering, MS in Cyber Investigation and Intelligence**, and the **MS in Counseling Psychology (3+2)** Program requires 2 professional letters of recommendation
  - b. One letter of recommendation must come from a faculty member
  - c. Letter of Recommendation forms are required and can be found online and can be emailed to either Sabrina or Jessica.
3. Resume
  - a. A current resume is required for all programs which you can upload on the application.
4. Personal Statements and Essays
  - a. The personal statement and essays can be uploaded on the application.
  - b. The **MS in Engineering Management and MS in Healthcare Systems Engineering** program requires that applicants submit a 3-5 paragraph personal statement describing interest in the program and professional/education goals
  - c. The **MS in Organizational Leadership** program requires that applicants submit a 750-1000 word essay describing interest in the program and detailing academic and professional goals
  - d. The **MBA, MS in Cyber Investigations & Intelligence, and MS in Health Services Administration** programs require applicants to submit a 1 page essay describing interest in the earning the degree
  - e. The **MS in Counseling Psychology (3+2 Program)** requires applicants to submit a 500 word essay answering the question: What has led you to pursue a career as a professional counselor?

# Accelerated 4+1 Contract

Once your completed application is received, it will be sent to the program director for review. A decision is typically rendered within 7-14 days. You will be notified via email of your decision.

If you're admitted into the program, you'll be asked to sign the Accelerated 4+1 Student Contract.

It is important to thoroughly review and understand the contract prior to signing and submitting.

Robert Morris University  
Accelerated 4+1 Bachelor's/Master's Program  
Student Enrollment Agreement **(SAMPLE)**

The following terms must be understood and agreed upon by each student who wishes to enter the Accelerated 4+1 Bachelor's/Master's program. Please read each statement below carefully and then sign on the bottom of the form to indicate your understanding and agreement with each statement.

1. ***I understand that I will forgo earning my bachelor's degree until I have met all of the necessary academic requirements to receive my accelerated 4+1 degree. No interim bachelor degree will be awarded and I will not be able to participate in a commencement exercise until my accelerated 4+1 program requirements have been met.*** Once my accelerated 4+1 degree is complete, I can elect to have either my bachelor's or master's degree conferred at the appropriate commencement exercises.
  
2. I agree that once I am officially placed into the accelerated 4+1 program, I will begin to pay the University's blended flat rate of tuition. ***I understand that I will be charged the blended flat rate of tuition for the very next term that I enroll in classes regardless of the term I applied for as my desired entry term for the accelerated 4+1 program.*** Entering the accelerated 4+1 program means that I will forfeit my ability to pay for courses on a per credit basis (unless taking under 12 credits in a semester at which point I will pay a per credit rate that is a hybrid of the current per credit rate of graduate and undergraduate tuition).
  
3. If I elect to leave the accelerated 4+1 program at any time after I am placed into it, I will return to my original undergraduate check sheet. I will receive credit toward my undergraduate requirements for graduate work completed when applicable. If I elect to make this change, I understand that I will then be placed on the University's traditional flat rate of tuition. If my bachelor's degree requirements are met once I leave the accelerated 4+1 program, my bachelor's degree will be conferred at the end of the term during which I changed majors. The degree will not be back dated.
  
4. I understand that credits earned in one degree will not be applied towards the second degree with related content. In this case, advanced placement will be applied, and a course substitution will be approved by the department head.
  
5. I understand that I will continue to be eligible to receive institutional aid for a total of 10 semesters once accepted into the accelerated 4+1 program. Students must maintain full-time status, which is a minimum of 12 credits each fall and spring semester, in order to continue to receive institutional aid. The 12 credits may be a combination of graduate and undergraduate work. ***Graduate level enrollment can impact eligibility for federal and state grant aid, as well as federal student loan eligibility. Students should review full policy wording at [rmu.edu/finaid](http://rmu.edu/finaid).***

***Athletic scholarships are determined annually by individual coaches following NCAA regulations. If you are a student-athlete you should have already discussed your interest in the accelerated 4+1 program with Nicole Law.***

6. I understand that to earn my accelerated 4+1 bachelor's and master's degrees, I must meet the enrollment and graduation standards of the accelerated 4+1 degree program at the undergraduate level, as well as meet the college's graduation requirements to receive an undergraduate and graduate degree.
  
7. I understand that I will complete the requirements for the approved master's degree only. Once my accelerated 4+1 degree is complete, I can apply through Office of Graduate Admissions to earn a second master's degree according to the Change of Graduate Degree Program Policy and Graduate Second Master's Degree Policy.

## **Important Financial Aid Information**

### **Grants**

Eligible students will continue to receive their federal Title IV aid until the student has earned the total number of credits normally required for the bachelor's degree, generally 120 credits but depends on the program of study.

For PA state grant recipients, once the student is accepted into the 4+1 program, state grants are reviewed each term until they earn the bachelor level credits. The grant amount will be determined based on registered undergraduate courses. If the student carries at least 12 undergraduate credits, full PA state grants will be considered for eligible students. Part time PA state grants may be awarded in the fourth year if the student carries at least six undergraduate credits.

### **Loans**

Graduate and undergraduate loans differ in the amount of money that a student is able to borrow. 4+1 program students are eligible to borrow at the graduate level once they have earned the bachelor level credits. Students can apply for graduate level loans using the Free Application for Federal Student Aid (FAFSA). Repayment obligation for undergraduate loans will be deferred until after the graduate degree is complete.

### **Institutional Aid**

Students are eligible to receive institutional aid for a total of 10 semesters once accepted into the integrated program. Students must maintain full-time status, which is a minimum of 12 credits each fall and spring semester, in order to continue to receive institutional aid. The 12 credits may be a combination of graduate and undergraduate course work.

### **Athletic scholarship**

These are determined annually by individual coaches following NCAA regulations.

If you have additional questions, please do not hesitate to reach out to your Financial Aid Counselor directly. Contact information, as well as full financial aid policy wording related to the Accelerated 4+1 Program can be found [RMU.EDU/FINAID](http://RMU.EDU/FINAID).

**RMU Financial Aid Office**  
**Revere Center, Lower Level**  
**412-397-6250**  
[finaid@rmu.edu](mailto:finaid@rmu.edu)

# Financial Aid

Students will continue to be eligible to receive institutional aid for a total of 10 semesters once accepted into the accelerated 4+1 program. Students must maintain full-time status, which is a minimum of 12 credits each fall and spring semester, in order to continue to receive institutional aid. The 12 credits may be a combination of graduate and undergraduate work. ***Athletic scholarships are determined annually by individual coaches following NCAA regulations. If you are a student-athlete you should have already discussed your interest in the accelerated 4+1 program with Nicole Law.***

If you have additional questions about Financial Aid please contact you counselor based on last name initial:

## **Last Names starting with A-G:**

Chris Schmidt

[schmidt@rmu.edu](mailto:schmidt@rmu.edu)

412-397-6256

## **Last Names starting with H-O:**

Taryn Linder [linder@rmu.edu](mailto:linder@rmu.edu)

412-397-6259

## **Last Names starting with P-Z:**

Dawn Geregach

[geregach@rmu.edu](mailto:geregach@rmu.edu)

412-397-6258