## UCONN THE GRADUATE SCHOOL

# Your Graduate Application

Updated 2020-November 19

#### Meet the Admissions Team!



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## TOPICS

### The University of Connecticut Application Requirements

- Grad School vs. Program Requirements
- Transcripts and GPA guidance

### Your Application

Section by Section!

### **Submitting Your Application**

- Reviewing for Completion
- Application Fees & Waivers

### What Happens After Submission?

- Next Steps & Timeline
- Application Status Page

## **Questions?**

## THE UNIVERSITY OF CONNECTICUT

From the **quality** of our faculty and research facilities, to graduate student **support** both financially and academically, UConn programs are **competitive** across graduate school rankings.

TOP 25 Public II S

Public U.S. University **14** Schools & Colleges **9,620** Full-time Faculty **8,433** Graduate Student Enrollment

## **Highlights**

- Public flagship land-grant research university
- UConn's main campus at Storrs is midway between Boston and New York City.
- New state of the art recreation center
- Jorgenson Theater
- NCAA Division 1 Sports Teams
- UConn's robust innovation pipeline spans disciplinary lines to address realworld challenges and unleash the solutions of tomorrow.



## Multiple programs. Multiple Campuses. One UConn Graduate Community.



#### 17 graduate degrees

88 research and professional practice fields of study 6 professional degree programs.

#### International students from 85 countries.





Common Question

### Which program is right for me?

- Consider your interests, motivations and career goals.
   Some careers require an advanced degree for certification or to practice.
- Talk to faculty and graduate students doing research in your areas of interest.
- Consider the differences in a Master's, Doctoral, or a certificate programs.



View all UConn Graduate Programs at <u>grad.uconn.edu/programs/</u>. Contact the program or fill out their inquiry form.

## APPLICATION REQUIREMENTS

UCONN

**Online Application** 

Non-refundable \$75 (USD) application fee

Academic Transcripts

Minimum Grade-Point Average (GPA)

**Proof of English Proficiency** 



Information on the application fee and fee waivers will be presented in the **Submitting Your Application** section.

#### **Graduate School Requirements**

#### **Transcripts**

- **Degree equivalent** with a U.S. Four-year Bachelor's Degree
- **Unofficial transcripts** uploaded before application submission
- Official transcripts must be received by The Graduate School after an offer of admission is accepted. Please do not send official transcripts at the time of application submission.



More information on transcripts will be presented in the Your Application and the What Happens After Application Submission sections.

#### **Graduate School Requirements**

#### **Undergraduate GPA criteria**

- A cumulative grade-point average of 3.0 for your entire undergraduate career or
- A grade-point average of at least 3.0 for your last two undergraduate years or
- Exceptional work in your entire final undergraduate year (3.5 or better).

#### Graduate GPA criteria

• A minimum grade-point average of 3.0 or better for all graduate coursework.



Even if your Undergraduate GPA meets criteria, for any graduate courses completed, your transcripts must meet the Graduate GPA Criteria.

#### Graduate School Requirements

#### **Tests of English Accepted**

Test	Minimum Overall Score
Duolingo	100
IELTS	6.5 overall band score
Pearson Test of English (PTE)	53
TOEFL Internet-based (iBT)	79
TOEFL Old Paper-based Test (PBT)	550
TOEFL "New" Paper-based Test (PBT)	22/30 on each of the Listening, Reading, and Writing sections



More information on test scores will be presented in the **Your Application** section.

**Proof of English Proficiency** 

#### **Proof of English Proficiency Waivers**

- 1. International applicants whose primary language is English. A primary language is defined as a language used to communicate since childhood.
- 2. International applicants who have received a degree from an international post-secondary institution whose language of instruction for the entire degree is English.
- 3. International applicants who have completed one year or more of full-time coursework at a postsecondary institution in the United States (30 credits undergraduate work or 18 credits graduate level work). The total amount of academic work completed must be officially graded by the registrar of that institution and have a cumulative GPA value of 3.0 or higher.



The waiver will be applied 1-2 days after an application is submitted.

#### **Program Requirements**

#### <u>May</u> be required by the program:

- Letters of Recommendation
- GRE, GRE Subject, or GMAT Test Scores
- Personal Statements or Other Essays
- Writing Samples
- Resume or Curriculum Vitae (CV)
- Proof of Licensure / Certifications



Your application will prompt you for any program requirements. Contact the program for details on program requirements.

## YOUR APPLICATION

Jonathan Husky Logout

#### **Application Management**

Thank you for your interest in a program at the University of Connecticut!

You may manage any open applications below. Once submitted, you will be directed to the Application Status Portal for that application.

To request to delete an application, open the application, and follow the instructions on the first page.

#### Start a new application

Your Applications			
Туре	Status	Started	Submitted
You have started 2 applications using this account.			
The Graduate School Fall 2021 Engineering MEng	Awaiting Payment	11/16/2020	11/16/2020
The Graduate School Fall 2021 Business Administration PhD	In Progress	11/16/2020	



Log in to your Application Management Page at connect.grad.uconn.edu/apply/



## Can I apply to more than one program?

Yes, students can apply to as many programs as they wish at one time.

You will need to start a new application for each program for which you are applying.

Common Question



Each application will have it's own individual requirements and deadlines, including a \$75 (USD) non-refundable application fee. Contact the program for more information.



## Can I apply to a new program, while already studying in a different UConn program?

Yes, you can be in a current graduate program and apply to a Certificate, Master's or PhD program.

If you are admitted to an additional Master's or PhD program, that is not already in the same field of study, The Graduate School will require approval from your current advisor, as well as your new advisor.

Common Question



If approval is required to be in two programs at the same time, The Graduate School will contact you after you have accepted admission into the new program.

#### **Application Sections**

- Instructions
- Personal Background
- Intended Program
- Enrollment Details\*
- Program-specific Pages \*
- Experience
- Academic History
- Test Scores

- Employment
- Essays & Documents \*
- Residency \*
- Recommendations
- Surveys
- Graduate Supplemental
- Signature
- Review

\* This section is only available to certain applicants.

**Personal Background** 

**Intended Program** 

**Enrollment Details** 

**Program-Specific** 

Experience

<b>Academic History</b>	
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**Test Scores** 

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## Personal Background

#### Names

- Legal, Preferred, Former

#### **Contact Information**

- Permanent and Mailing Address
- Email

Helpful

- Telephone Number

#### **Biographical**

Required

 Birthdate, Federal Reporting, Languages

#### Citizenship

- Visa Information, if applicable
- Race/Ethnicity (Optional, for Federal Reporting), if US Citizen

This information will carry over to any other application you submit.

Personal Background

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### Intended Program

Level of Study

**Academic Areas** 

Program

**Concentration** (if applicable)

Area of Interest/Research (if applicable)

Campus

**Entry Term** 



You can view your program's Academic Area on <a href="http://grad.uconn.edu/programs/">http://grad.uconn.edu/programs/</a>

Required

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#### **Enrollment Details**

This section will only show for certain programs. Not all fields are shown to all programs.

- Program-specific enrollment details

   E.g., Cohorts, Tracks, and Dual Degree Designations
- Funding
- Advisors
- English Proficiency Waivers
- Prior Authorization to Submission

Common Question

## Can I receive a Graduate Assistantship (GA)?

#### What is a GA?

- An assistantship is awarded to a graduate student who provides teaching (Teaching Assistantship: TA) or research (Research Assistantship: RA) support to the University that is a part of his/her academic program.
- In recognition of this support, the tuition and a portion of health care (but not fees) are provided by the grant/contract funding agency or through the University.

#### Applying and Receiving a GA

- Not all programs award Graduate Assistantships.
- Indicate your interest in a GA award within the application.
- You will be notified about GA awards separate from your program.



Contact your program for information on other financial resources which may be available for you.

Common Question

## **Can I be considered for a Fellowship?**

#### **Types of Fellowships**

- Doctoral applicants may be able to apply for consideration to the Harriott or Jorgensen Fellowships.
- Masters applicants may be able to apply for consideration to the Crandall Fellowship.
- Only Fall entry terms

### **Requesting Consideration**

- You will be able to request consideration after submitting your application.
- Applicants to Harriott and Jorgensen fellowship must submit a diversity statement.



We will be holding an infosession specifically about these Fellowships in the coming months. Watch your email!

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Personal	Background	1
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#### Program-Specific

Required, if shown.

Only shows to applicants to certain programs – E.g., Accounting, Nursing, MFA, SLH, Statistics

Consider all fields required



Contact your program for details on program requirements.

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#### **UConn Experience (If applicable)**

- Current UConn Student
- Current Level of UConn study
- Current Program

#### **Military Experience**

Only for certain programs: Areas of Expertise Course History



If you are a current UConn student (e.g., UG, Grad, or Non-degree), make sure you indicate this information to the **Academic History** section.

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#### Academic History

Required

Please **add an institution** for all schools/courses you have attended after high school.

**Upload a** *copy* **of unofficial transcript** for each institution you list. This is required for submission.

If you have not yet completed your degree, please upload your most up-to-date unofficial transcript.



#### **Tips for Academic History**

- If you don't find your institution in the list, try searching with abbreviations and partial names.
- Official transcripts are only required to be sent if you are admitted to the program and accept the offer of admission.
- Indicate the degree you received or are pursuing.
  - "No degree-None" option is available for those in a non-degree-seeking program, or those who have completed coursework but did not receive a degree.
  - Do not select "No degree-None", if you are currently in a degree seeking program, but have yet to receive the degree.



#### For applicants who attended international institutions

- Provide transcript in both English and in the University's language.
- Individual/yearly mark sheets are required for applicants whose courses and grades are not listed on their transcript.
- If your transcripts do not yet reflect a complete degree for a program you are currently in, please upload a copy of your most up-to-date transcripts to your application.



#### Tips for current UConn students and alumni

- UConn is listed as "University of Connecticut"
- Official UConn transcripts are not required for matriculation. However, you will need to upload an unofficial transcript to submit your application.
- If you are currently enrolled in a graduate or non-degree program you **MUST** include this and upload unofficial transcripts for the courses you have already completed.

Instructions	Academia History		
Personal Background	Academic History		
Intended Program			
Enrollment Details	List of Institu	utions	
Program-Specific			
Experience	Institution	Degree	Dates Attended
Academic History	Add Institution		
Test Scores	University of Connecticut	Bachelor of Science, 05/20.	09/2015–05/2019 <u>Edit</u>
Employment			
Essays & Documents			
Residency			
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#### Personal Background

**Intended Program** 

**Enrollment Details** 

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Institution
Country
City
State
Dates Attended
Level of Study
Degree
Major
Language
Credit Hours

Helpful

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#### **Add Institution Details**

United States	~	
Storrs Manfld		
Connecticut	~	
August 🖌 20	05 🗸 to May 🖌 200	9 🗸
Undergraduate 🗸		
No Degree - None	~	
Biology		

#### Credit Hours:

Academic History

It is **optional** to provide "Credit Hours", however this information can usually be found listed on domestic/ US transcripts, next to the final calculated GPA. It may be labeled "Earned Credit Hours", "Credit hours", "or "Overall Credit Hours Earned". International transcripts may not show credit hours.

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### **Submit Transcript for Institution**

#### Submit Transcript

Academic History

Please upload a scanned copy or digital facsimile of your transcript from this institution. You may upload those pages now as a single- or multi-page PDF, or each page as a JPEG or TIFF image file. Your scanned document may be large and may take several minutes to upload depending upon the speed of your connection.

PDF or Scanned Pages

Choose File No file chosen

Instructions	

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Test scores may be required, but they do not need be received in order to submit the application.

#### **English Proficiency**

- Required for admission to The Graduate School if:
  - English is not your primary language.
  - Medium of instruction for your degree obtained was not in English
- Tests accepted: TOEFL, IELTS, Duolingo, PTE

#### **Program-specific**

- Refer to the program website for their requirements
- Includes: GRE, GRE Subject, and GMAT


#### **Tips for Test Scores**

Although not required for application submission, if you will be required to submit an official test score, self-reporting your scores before application submission is encouraged. However verified scores are required.

Test	Send to (Code)
GRE	3915 (UConn) 3931 (UConn Health Center)
GMAT	Request scores sent to UConn, directly from testing company
TOEFL	3915
IELTS/PTE	Request scores sent to UConn, directly from testing company
Duolingo	Request scores sent to UConn, directly from testing company



Helpfu.

# Are you waiving the GRE?

- GRE test scores are a program requirement. They are not required for admission by The Graduate School.
- Many programs have revisited their GRE requirement and are now not requiring or providing waivers for GRE test scores. Some programs still require them.



Visit the program website or contact the program for clarification on GRE requirements.

Common Question

If a test score is required for your program, that requirement will appear on your checklist on the Application Status Page after you submit your application.

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#### Information may be required by your program

Organization Name				
Country	United States	~		
City				
State	Select State	~		
Dates of Employment	~	♥ to Present ♥	~	
Position/Title				
Compensation	Annual Base in \$U.S. A	Innual Bonus in \$U.S.		
Description				

**Available** 

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#### Instructions

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#### Required, if shown.

Only available for applicants to certain programs.

Documents required by your program could include:

- Resume or CV
- Personal Statement
- Additional Essays
- Writing Sample or Research Writing Sample
- Papers or Publications
- Corporate Sponsorship Agreement

#### Upload a .DOC or .PDF



Contact the program for details on program requirements.

#### Instructions

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- Used to determine Connecticut residency for tuition.
- If you are applying to a fee-based program, you will not be shown or required to fill out the Residency section.
- Residency determination will be available in the matriculation letter.
- Options:

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- I am a resident of Connecticut
- I am not a resident of Connecticut
- I am eligible for New England Regional Status
- I am not certain of my residence status



#### **Tips for Residency Section**

- If your state of legal residence is in New England, and the program you've been admitted to is not offered by any public university in your home state, you may be eligible for New England Regional Status.
- If you are a member or spouse of a member of the U.S.
  Armed Forces, and you are claiming Connecticut residency, upload a copy of your military orders indicating your duty station.
- If you are **not emancipated** from your legal guardian, you will be required to fill out information about your legal guardian.

#### Instructions

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## Recommendations

- Not all programs require letters of recommendation.
- You must indicate the number of recommenders required by your program, at minimum, in order to submit your application.
- Your letters of recommendation do not need to be received in order to submit your application.
- Recommenders are emailed and prompted to upload a document containing their letter of recommendation.



Refer to your program's requirements to determine how many recommenders you must add.



#### **Tips for Recommendations section**

- Your recommenders will only be contacted when you select to "Send to Recommender".
- You will be able to "Send to Recommender" again after application submission.
- It is possible to import a letter of recommendation from another UConn graduate application.



Your program may require references from specific types of recommenders (e.g., research, personal, etc.). Contact your program for more information on what they require.

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## Adding Recommenders

Recommendations

dd Recommender		×
Prefix	Dr. 🗸	<b>^</b>
First Name	Jonathan	
.ast Name	Husky	
Drganization	University of Connecticut	
Position/Title	Professor, Public Relations	
Relationship	Advisor	
Telephone	+1 860-555-1234	
Email	jonathan.husky@uconn.edu	
	Note: Use your recommender's institutional or corporate email address. Submissions from anonymous email addresses (Gmail, Hotmail, Yahoo) may be subject to additional review.	
	Do you wish to waive your right to examine this letter of recommendation?	
	● I waive my right to access this report. ○ I do not waive my right to access this report.	I
	In place of your signature, please type your full legal name:	
	Your Name	
	Upon sending this form to your recommender, you will no longer be able to change your decision about whether to waive your right.	Ŧ
Send To Recommende	r Cancel	

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**Optional, but encouraged** 

This information is not used for admission decisions

#### How Have You Heard About Us?

#### **Organization Affiliations & UConn Partnerships**

- If you are affiliated with the following, please indicate this here.
  - ASHA EdFund, IRT, LSAMP, Math Alliance, MARC Scholars, GEM Consortium, PhD Project, McNair Program, UConn University Scholars
- Indication of certain organization affiliations may require an uploaded proof of verification

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# Graduate Supplemental

This information is not viewable by the program's review committee.

Required

You will only be required to upload a statement document if you answer the questions provided with a Yes.

# Submitting Your Application

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## **Admission Disclosure**

I certify that the information submitted in this application is true and correct to the best of my knowledge. I further understand that any false statements may result in denial or revocation of an admission offer.

Upon admission, this application may also be used for purposes such as the awarding of graduate assistantship placements, advisor changes or other statuses associated with enrollment at the University of Connecticut.

In place of your signature, please type your full legal name:

Confirm

#### Instructions

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Required fields or errors on your application

Red Text

Review

Must be resolved before you can submit

#### Potential problems with your application

- Orange Text
- Optional elements flagged for your convenience
- You may submit your application even if you have these

**Finalizing your application** will indicate submission. However, your application submission is *not complete* until you fulfill the (\$75 non-refundable) application fee requirement.



If the final application submission deadline for your program has passed, you will see this in the **Review section**.

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#### **Review Section**

We have detected the following errors with your application. These errors must be corrected before submission.

Section	Required Field or Error
Essays & Documents	Personal Statement is required.
Admission Disclosure	Please complete prior to submission.

We have detected the following potential problems with your application:

Section	Warning
Enrollment Details	Indicate funding requests if applicable (optional)
Employment	Missing previous work experience (Optional)

Save for Later

Review

Review

#### Submission Deadlines

- You will not be able to submit an application after the application submission deadline date.
- Your program may have an earlier deadline than the dates indicated by The Graduate School
  - Please refer to your program's website for deadline information.
- View The Graduate School's dates at grad.uconn.edu/admissions/requirements

- After finalizing your application, you will be directed to the **Submit Payment** page.
- Tips for submitting payment are available on the page before continuing to submit your payment.
- The \$75 (USD) application fee is non-refundable.
- You must fulfill the application fee requirement for every application you submit.



# Do I qualify for an application fee waiver?

If you qualify for an application fee waiver, you will not be directed to the **Submit Payment** page.

The Graduate School does not waive the fee due to financial hardship.

View all application fee waiver reasons at grad.uconn.edu/admissions/application-fee-waivers/

Common Question



After submission, if you believe you qualify for a fee waiver, contact gradadmissions@uconn.edu.



#### **Application Review**

- Manage your application via your **Application Status Page**.
- If you are missing any requirements for application review, you will receive emails with further details.

#### Decision

- You will receive an email prompting you to login to your Application Status Page to view your decision letter.
- If you are admitted, you must reply using the **Reply to Offer** form and submit any enrollment deposits, if applicable.

#### Matriculation

- If you accept your offer, you will be required to fulfill matriculation requirements (e.g. Official Transcripts).
- If you decide to attend UConn, know that we'll do everything we can to support you throughout your academic career.

## **Application Status Page**

#### Checklists

Displays the status of your application items

- Received, Awaiting, Waived

#### **Application Checklist**

- Transcripts (unofficial/copies and official)
- English Proficiency
- Recommendations

#### **Program Requirements Checklist**

- Contact your program for any questions about items on this checklist



If you have a question about letters of recommendation, please contact your program.



Common Question

# When should I submit my Official Transcripts?

You may send your Official Transcripts at any time.

Official transcripts are only required to be sent to The Graduate School if a student has been admitted and has accepted admission.



# How do I submit my Official Transcripts?

#### By mail:

Helpfu

The Graduate School Nathan L. Whetten Graduate Center 438 Whitney Road Extension, U-1152 Storrs, CT 06269-1152

#### **Electronically:**

 Official transcripts cannot be scanned. They can be sent by email from the institution to <u>gradadmissions@uconn.edu</u>.

Common Question





Common Question

# What if I only have one set of original transcripts or degree certificates?

International applicants, or applicants who have international transcripts, and who only have one set of original transcripts or degree certificates, may use our **international transcript cover sheet** to send their original, official documents.

These documents will be returned to you.

#### **Recommenders**

You can notify, edit, add, or exclude recommenders, as long as your recommendation requirements have not been fulfilled.

A link to re-visit the Recommendations Page appears below the **Application Checklist**.



If you need to make changes to recommenders after all letters have been received, please contact your program.

## **Application Status Page**

Appears below Checklists.

Common uploaded materials include:

- TOEFL Waiver Letter, Unofficial/Copies of Transcripts

We have received the following documents from you: • 10/06/2020 07:07 AM - TOEFL Waiver letter	v and upload a Word document, s, you may disregard this.
10/06/2020 07:07 AM - TOEFL Waiver letter	
✓ Choose File No file chosen	Upload



#### Account & Forms

## **Application Status Page**

#### **Account Tools**

- Change Email Address
- Change Password
- Application Email Notifications
- Logout

#### **Supplemental Forms**

- Request to Defer
- Request to Withdraw
- Request for Late Arrival

#### **Fellowship Consideration Requests**

 Available only for applications to certain programs for Fall entry terms.

# When will I receive my admission decision notification?

#### Timeline:

- Once your application materials are received, your application will be reviewed by the program.
- Once the program reaches a decision on your application it will be reviewed by The Graduate School.
- After final review by The Graduate School, an official decision will be released.

You should receive an email notifying you of a decision. To view your decision letter and take any next steps, login to your **Application Status Page**.

Common Question



For questions about application review timelines, decisions, and offers of financial support, contact your program directly. Review timelines vary by program.



Common Question

#### When should I apply for an I-20/DS-2019? For applicants requiring a student visa issued by UConn.

If you are admitted, there will be information in your admission letter on how to apply for an I-20/ DS-2019.

You can apply as soon as you are admitted and receive your NetID credentials.



Visit UConn's International Students and Scholar Services (ISSS) website at <u>isss.uconn.edu/</u>, for FAQ and up-to-date information.

# If I am admitted and COVID-19 delays my study plans, what options are available for me?

For incoming students facing this difficult dilemma, The Graduate School offers three options:

- Defer your application
- Withdraw your application from consideration
- Request permission for a late arrival

Details on deferring, withdrawing, and late arrival are available within the forms on your **Application Status Page**.

Common Question



For more information about UConn's response to coronavirus and current status, visit <u>reopen.uconn.edu</u> and <u>uconn.edu/public-notification/coronavirus/</u>.

# **Questions?**

Ask your questions in the **chat** or send an **email** to <u>gradadmissions@uconn.edu</u>



