# **U** THE UNIVERSITY OF UTAH





Application for Admission to Graduate School

#### **Office of Admissions**

University of Utah 250 Student Services Building 801-581-7283 Phone 801-585-7864 Fax http://www.sa.utah.edu graduate@sa.utah.edu

#### **Office of International Admissions**

University of Utah 250 Student Services Building 801-581-3091 Phone 801-585-7864 Fax http://www.sa.utah.edu IAO@sa.utah.edu University of Utah Admissions Office/ International Admissions Office

201 South 1460 E. Rm 250S Salt Lake City, Utah USA 84112-9057

## UNIVERSITY OF UTAH APPLICATION FOR GRADUATE ADMISSION This information is available in alternative format with prior notification. Contact the Center for Disability Service at (801) 581-5020 (V/TDD).

COLLEGE OF LAW APPLICANTS: Do not use the Application for Admission to Graduate School. Request admission instructions and an application from the University of Utah, College of Law, 332 S 1400 E Front, Salt Lake City, Utah 84112–0730, (801) 581–3682 or e-mail request to <u>admissions@law.utah.edu</u>.

### Admissions Office Deadlines are:

 Fall Semester
 April 1

 Spring Semester
 November 1

 Summer Session
 March 15

- 1. Complete the University of Utah Application for Admission to Graduate School and pay the **nonrefundable** application fee based on the following classifications:
  - New Student: If you have not previously attended as a degree-seeking student at the University of Utah, check "New Student" and include the **nonrefundable** application fee.
  - If you have been or are currently a degree-seeking (matriculated) student at the University of Utah, check "Readmission" and include the **non**refundable application fee.

The application fees are:

- Domestic applicants pay \$45.00.
- International applicants on a visa or in need of a visa pay \$65.00.
- A late handling fee of \$25.00 is charged on applications received after the Admissions Office deadlines. Note: Paying the late handling fee does not guarantee review of your application by the department of your intended academic plan (major).
- All fees are nonrefundable.
- Fee waiver requests are not granted.

**Your application will not be processed without the correct fee.** Make your check or money order payable to the University of Utah or fill in credit card information on this application. **Please do not mail cash**. Send the application and fee or credit card payment form to: University of Utah, Admissions Office, 201 S 1460 E Rm. 250 S, Salt Lake City, Utah 84112-9057.

- 2. If you are a Permanent Resident/Immigrant, you must submit a copy of your resident alien card with your admissions application.
- 3. Have one official copy of academic transcript(s) from each college you have taken courses from (except the U of U) mailed directly to the University of Utah, Admissions Office, 201 S 1460 E Rm. 250 S, Salt Lake City, Utah 84112-9057. If you are a "Readmission" applicant, you must have one official copy of your transcript(s) mailed from only the colleges you attended since you last attended the University of Utah. Transcripts submitted for admission become the property of the University and are not returned. Failure to list all institutions previously attended or making false or misleading statements on the application may result in loss of credit and/or dismissal from the University of Utah.
- **4.** If you were previously enrolled in a graduate program that you did not complete, you must provide a written statement explaining the reasons for non-

completion. This should be submitted with your application to the Admissions Office.

- 5. NON-CITIZENS OF THE UNITED STATES must provide "proof of English proficiency". A score of 500 (173 computer based) or better on the Test of English as a Foreign Language (TOEFL) is required of applicant's whose first language is not English. No application will be considered without these test results. The official TOEFL score must be sent directly to the International Admissions Office by Educational Testing Service and must not be over two years old at the time of admission. Many graduate departments require a TOEFL score above 500 (173 computer based). Applicants should check with their major department to determine TOEFL requirements. Applicants with an undergraduate or graduate degree from an accredited college or university in the U.S. may not be required to take the TOEFL.
- 6. NON-CITIZENS OF THE UNITED STATES may be required to provide the following:
  - Financial Statement. In order to issue the I-20 Certificate of Eligibility students must: 1) be accepted to the University of Utah as a matriculated student, and 2) submit proof of financial responsibility. (For amounts needed, see Costs and Fees listed at our web site at <a href="http://www.utah.edu">http://www.utah.edu</a>.) Financial statements become the property of the University of Utah and cannot be returned to the student. Financial statements are valid for only one year. If a student needs a new I-20 Certificate of Eligibility for any reason, and the financial statement on file is over a year old, a new financial statement will be required.

If an applicant is awarded financial assistance through the academic department and the financial assistance is sufficient to issue the I–20 Certificate of Eligibility, no further financial information is required.

- **Sponsor's Statement.** Students who are financing their own studies must submit a bank statement or other documents showing they have sufficient funds for their first year's expenses. The bank statement or other documents must also indicate that the account has been in the applicant's name for at least six months. Students who are being sponsored by their family, other individuals or agencies must have their sponsor submit a statement that they (the sponsor) will assume financial responsibility for the student's first year expenses, including tuition and living expenses. In addition, the sponsor must submit a bank statement or other proof that sufficient funds are available for the student's first year of study. The International Admissions Office can supply an official Affidavit of Support for the sponsor to complete. Otherwise, the sponsor's statement must be notarized or submitted on an official document or letterhead. If a student is being sponsored by their Embassy, Government, or Educational Agency, a letter of sponsorship is all that is required.
- 7. Check with the department of your intended academic plan (major):
  - To determine if the department has additional admission requirements

such as a supplementary application form, personal references, etc. Regardless of departmental admissions requirements, you must complete and return the Application for Admission to Graduate School along with the proper **nonrefundable fee** to the Admissions Office and have one official transcript(s) mailed from all schools previously attended.

- To determine if applications are reviewed only once a year.
- To determine if the department has an admission deadline different from those previously listed. Most departments require that admissions files are completed (meeting all university and departmental requirements) from three to six months before the semester for which admission is desired. This application is due in the Admissions Office a minimum of thirty days before the academic departmental deadline for U.S. citizens and sixty days before the academic departmental deadline for non-U.S. citizens.
- NON-CITIZENS OF THE U.S. Many graduate departments require applicants to submit the TSE. Applicants should contact their major department to determine TSE requirements. To register for this test please contact: Test of Spoken English, PO Box 6151, Princeton, New Jersey 08541-6151 USA.

### **ADDITIONAL INFORMATION**

#### **Financial Assistance**

Three categories of financial assistance are available to graduate students.

- Department Assistantship and Fellowships: Contact the department of your intended academic plan (major).
- Specific Fellowships and Awards: Contact the University of Utah, Graduate Fellowships Office, 201 S Presidents Circle Rm. 310, Salt Lake City, Utah 84112-9016, (801) 581-6020 or e-mail: <u>mjensen@park.admin.utah.edu</u>.
- Student Loans: Contact the University of Utah, Office of Financial Aid and Scholarships, 201 S 1460 E Rm. 105, Salt Lake City, Utah 84112–9055, (801) 581–6211.
- Non U.S. Citizen applicants should contact the academic department of their choice for information concerning financial assistance.

#### Housing

Single students desiring on-campus graduate housing should contact the University of Utah, Office of Residential Living, 5 Heritage Center, Salt Lake City, Utah 84112-1681, (801) 587-2002. Students with families should contact the University of Utah, Student Apartments, 1945 Sunnyside Avenue, Salt Lake City, Utah 84108, (801) 581-8667.

#### **Disabled Students**

For information on facilities and programs for disabled students, write University of Utah, Center for Disability Services, 200 S Central Campus Drive Rm. 162, Salt Lake City, Utah 84112–9107, or telephone (801) 581–5020 (voice or TDD).

#### Student Health Service

The Student Health Service provides on campus, low-cost, quality primary medical care to all University students and their dependent families. Fees are charged for most services and payment is requested at the time of service. PROOF OF IMMUNITY REQUIREMENT (PIR) — All new and transfer students born after December 31, 1956, are required to submit proof of immunity to the Student Health Service. Students must have evidence of immunity to or appropriate

- 8. No action will be taken until your application, transcripts, and appropriate fees have been received by the Admissions Office. In addition, the department of your intended academic plan (major) will take no action until all university and departmental admissions requirements have been met.
- **9.** Graduate applicants may apply to multiple departments. Only one application fee is charged if applications are for the same semester and year. However, a separate and complete application must be submitted for each department.
- **10.** An offer of acceptance is valid only for the semester the applicant is admitted. If an applicant does not register for classes during his/her admitted term, the applicant must resubmit an admissions application before the application deadline for the semester he/she wishes to begin. Once admitted and enrolled, graduate students are required by Graduate School policy to maintain continuous registration during the academic year of Fall and Spring semesters. If a graduate student must stop out, he/she should file the appropriate paperwork for an "Official Leave of Absence." Students failing to maintain continuous registration and who have not been granted an official leave of absence must reapply for admission to the Graduate School through the Admissions Office.

\*Fee is subject to change without notice.

vaccinations against measles, mumps, and rubella. For further information about health services provided and the PIR requirement, please contact: Student Health Service, University Wasatch Clinics Building, Level 1, 555 Foothill Boulevard, Salt Lake City, Utah 84112, Phone (801) 585-6009.

#### Non-citizens of the U.S.

- The International Center is located in rooms 410 and 159 of the Olpin Union Building. The International Student Services division (room 410) of the Center provides support services to international students and scholars including Immigration Services, Orientation for new students and scholars, Spouse Activities and Friendship Family Program and the International Student Council. Other services/programs offered by the International Center include Study Abroad and the International Resource Network. For further information about the International Center, please contact their offices directly at (801) 581-8876 or check their web site at <u>http://www.sa.utah.edu/inter/</u>.
- Applicants may apply directly to the University of Utah. It is not necessary to go through a private agent or pay additional fees to apply.

The University of Utah General Catalog is a source of information on Graduate School policy and procedures. The General Catalog may be ordered by calling the University Bookstore at (801) 581-3536, or accessed online at <a href="http://www.acs.utah.edu/gencatalog">http://www.acs.utah.edu/gencatalog</a>.

Online information regarding graduate studies at the University of Utah is also available on the Graduate School's web site, http://www.utah.edu/graduate\_school.

For more information about the University of Utah, we strongly urge you to go online at www.utah.edu so you may acquaint yourself with the academic programs offered, and the policies and procedures of the University. Also, check the Admissions Office web site at <u>http://www.sa.utah.edu</u> to track the processing of your application.

### LIST OF ACADEMIC MAJORS AND DEGREES OFFERED (Please use this list to answer questions #11 and 12 on the application. Listing the accurate title of the academic major is crucial in forwarding this application to the appropriate academic department.)

Accounting MAC Anthropology MA, MS, PHD Architectural Studies MS Architecture MAR Art History MA Art MFA Audiology MA, MS, AUD Ballet MA, MFA Biochemistry MS, PHD Bioengineering MEN, MS, PHD **Biological Chemistry PHD** Biology MPL, MS, PHD **Biostatistics MST** Biotechnology PSM **Business MST** Business Administration MBA, ExMBA, MPL, PHD, PrMBA Linguistics MA, PHD Chemical Engineering MEN, MPL, MS, PHD **Chemical Physics PHD** Chemistry MA, MPL, MS, PHD Civil Engineering MEN, MS, PHD Communication MA, MPL, MS, PHD Computational Science PSM Computational Engineering & Science MS Computer Science MEN, MPL, MS, PHD Creative Writing MFA Cultural Foundations Education MED, PHD **Econometrics MST** Economics MA, MPL, MS, MST, PHD Educational Psychology MA, MED, MPL, MS, MST, PHD Educational Leadership & Policy EDD, MED, MPL, PHD Education, Culture & Society MA, MED, MPL, MS, PHD Electrical Engineering MEN, MPL, MS, PHD **Electrical Engineer EE** English MA, PHD Environmental Engineering MEN, MS, PHD Environmental Humanities MA, MS **Environmental Science PSM** Exercise & Sport Science EDD, MPL, MS, PHD Experimental Pathology MPL, PHD

Family Ecology MS Film Studies MFA Finance MS Genetic Counseling MS Geography MA, MS, PHD Geological Engineering MEN, MS, PHD Geology MS, PHD Geophysics MS, PHD Gerontology MS Health Promotion & Education EDD, MPL, MS, PHD History MA, MS, PHD Human Genetics MS, PHD Laboratory Medicine and Biomedical Science, MS Language Pedagogy MA Languages & Literature MA, MAT, PHD Management MS Marketing MS Material Science & Engineering MEN, MS, PHD Mathematics MA, MPL, MS, MST, PHD Mechanical Engineering MEN, MPL, MS, PHD Medical Informatics MPL, MS, PHD Medicinal Chemistry MPL, MS, PHD Metallurgical Engineering MEN, MS, PHD Meteorology MS, PHD Middle East Studies MA, MPL, PHD Mining Engineering MEN, MS, PHD Modern Dance MA, MFA Molecular Biology PHD Music MMU, PHD Musicology MA Neurobiology and Anatomy MPL, MS, PHD Neuroscience MPL, PHD Nuclear Engineering MEN, MS, PHD Nursing MS, PHD Nutrition MS Occupational Therapy MOT Oncological Sciences MA, MPL, MS, PHD Parks Recreation & Tourism EDD, MPL, MS, PHD

Pharmaceutics & Pharmaceutical Chemistry MPL, MS, PHD Pharmacology MS, PHD Pharmacy Administration MS Pharmacy DPH Philosophy MA, MS, PHD Physical Therapy DPT Physician Assistant Studies MPS Physics MA, MPL, MS, PHD Physiology MPL, PHD Political Science MA, MS, PHD Psychology MA, MS, PHD Public Administration MPA, EXMPA Public Health MPH, MS, PHD Science Instrumentation PSM Science Program MS Social Work MSW, PHD Sociology MA, MS, MST, PHD Special Education MED, MPL, MS, PHD Speech-Language Pathology & Audiology MPL, PHD Speech-Language Pathology MA, MS Statistics MST Teaching & Learning MA, MAT, MED, MPL, MS, PHD Theatre MFA, PHD Urban Planning MUP

#### **Credit Card Payment Form**

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Charge my credit card for the ac	mission application fee and (if applicable) late-handling fee:	
Student Name:	Cardholder Name:	
Student Soc. Sec. No.:	Card Number:	
Phone Number:	Expiration Date:	
Card Type:  Discover/NOVUS  MasterCard  VISA	Amount \$	
Cardholder Signature:		
FOR OFFICE LISE ONLY: Date Received:	Processed Rv.	

ADMISSION APPLICATION This application is due in the Admissions Office a minimum of thirty days before the Academic Departmental deadline for U.S. Citizens and sixty days before the Academic Departmental deadline for Non U.S. Citizens. Carefully read the application instructions before filling out this form. Complete and return the application with the proper nonrefun to: University of Utah, Admissions Office, 201 S 1460 E Rm. 250 S, Salt Lake City, Utah 84 THIS FORM IS NOT FOR USE BY LAW SCHOOL APPLICANTS. FEE WAIVER REQUESTS	idable fee 112–9057.			
CHECK ALL THAT APPLY BELOW:				
New Student         Readmission         Previous dates of attendance: Fromtoto	.00 (non-refundable)	Semester applying for <i>(circLe one onLy)</i> Fall Semester Spring Semester Summer-Session (Aug) (Jan) (May) Year applying for		
PERSONAL INFORMATION (Please type or print clearly and answer all		tates, please provide the following		
<ol> <li>Full legal name</li></ol>	<i>information</i> . Are you curre <b>5. What is your VISA status?</b> ( ☐ F-1 ☐ F-2 ☐ J-1 ☐ J-2 ☐ Permanent Resident/Im List Alien Registration N Date Issued (ATTACH A COPY OF YOU ☐ Have applied for Permar Date of application ☐ Refugee ☐ Other (please explain): United States Armed Forces? U.S. Work ( FAX #	ntly residing in the United States? Yes No Theck one of the following: migrant. umber: A <b>R PERMANENT/RESIDENT ALIEN CARD)</b> nent Resident status or Political Asylum with INS.     		
10. Mailing Address	Permanent/Home Cou	ntry Address		
		State/Province		
Country Zip or Postal Code Country		Zip or Postal Code		
<ol> <li>Graduate degree for which you are applying <i>(circle one only</i>) (See instructions for AUD MA MS MAR MBA MED MEN MFA MMU MOT MPA MPH N</li> <li>Proposed academic plan (Major field of study)</li> <li>Academic department of your major</li> </ol>	MPL MPR MPS MPT MST N	AUP PSM DPH DPT EDD PHD OTHER		
		Continued on next page		
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FOR OFFICE USE C	DNLY
Residency	Residency Location
Needs:	

# UNIVERSITY OF UTAH

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## GRADUATE SCHOOL

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<b>14.</b> Person to notify in case of emergency:						
Name		Relationship	Telephone	()		
Address				Area Code		
Number and Street	City	State or Co	untry	Zip Code		
<b>15.</b> Undergraduate major(s)						
<b>16.</b> What is your first language?		List other languages you write and	l speak			
RESIDENCY INFORMATION						
(All applicants should complete questions	17 to 20. Failure to com	plete these questions will result in	classification as a NO	N-RESIDENT FOR TUIT	ION PURPOSES.)	
<b>17.</b> State of legal residence in the U.S.		From (Month/Day/Vear)		to (Month/Day/Vear)		
				(0 (Month, bdy, ical)		
<b>19.</b> Do you have a driver's license?Yes						
<b>20.</b> Indicate what you have been doing (e.g. e					for all months.	
,			, ,		for an months.	
From Month/Day/Yr To Mon	nth/Day/Yr Em	ployer or Activity	City	and State		
EDUCATIONAL HISTORY						
Only U.S. citizens complete Question 2	1					
<b>21.</b> List in chronological order all colleges you						
from each college you have taken cour						
from the institution to the Admissions must have one official copy of your transci					ion applicant, you	
				Degree Earned	Self	
Name of Institution	Location		ttendance To (Mo./Year)	and Date	Reported Grade Point	
(DO NOT Abbreviate)	LUCATION	rioiii (Mo./ fear)	10 (MO./ Tedf)	Received/Expected	Average	
NOTE: Failure to list ALL institutions previously was not completed, please provide a written sta		It in loss of credit and dismissal from the University of	Utah. Also, if you were previous	ly enrolled in a graduate progra	m that	
		icompiction.				
Only Non-citizens of the U.S. complete						
<b>22.</b> List all educational institutions attended, k						
currently enrolled, if any). Print the name al pages if necessary. Unless the school at						
translations. One official copy of transcrip						
Admissions Office. Transcript(s) must be r			, , , , , , , , , , , , , , , , , , , ,			
Name of Institution		Date of Attendance	Name of Diploma		r of Graduation	
(DO NOT Abbreviate)	City & Country	From/To Month/Year	or Certificate	(or	expected date)	
Primary/Secondary Schools						
	<u> </u>					
Post Secondary Schools/Universities						
NOTE: Failure to list ALL institutions previously.	attended or degrees pursued may resu	It in loss of credit and dismissal from the University of	Utah. Also, if you were previous	sly enrolled in a graduate progra	m that	
was not completed, please provide a written sta				,		

Continued on next page

### ONLY NON-CITIZENS OF THE U.S. SHOULD COMPLETE QUESTIONS 23 TO 29.

<ul> <li>Will you request the University of Utah to issue the I-In order to issue the I-20 Certificate of Eligibility stud</li> <li>Be accepted to the University of Utah as a matric</li> <li>Submit proof of financial responsibility.</li> </ul>	ents must:				
24. If you currently hold an F-1 student visa, what schoo	l issued your I-20?				
<b>25.</b> What date did you enter the United States? (month/	day/year)				
<b>26.</b> What is your SEVIS Identification number:					
27. What date will you be released from your previous school? (month/day/year)					
<ul> <li>28. Do you plan to change to an F-1 student visa (if you How will you change your visa status? Leave,</li> <li>29. If you plan to bring your spouse and/or children and</li> </ul>	, then re-enter the U.S	Remain in the U.S. (t	his option may take		
Family Name First Name	Date of Birth	Country of Birth	Country of Citizenship	Relationship to Student	Gender
					·

Students currently holding the J-1 Exchange Visa should send a copy of their DS-2019 to the International Center, University of Utah, 200 S Central Campus Drive, Room 410, Salt Lake City, Utah USA 84112-9113.

**30.** Additional comments you consider pertinent/important to this application:

#### ALL APPLICANTS SHOULD CAREFULLY READ AND COMPLETE THE FOLLOWING SECTION

DIRECTORY INFORMATION relating to a student is considered to be public information unless the student requests that it be kept confidential. DIRECTORY INFORMATION CONSISTS OF: • Student's Name • Address • Telephone Number • Date of Birth • Class Standing • Major Field of Study • Participation in officially recognized activities or sports • Weight and Height of Members of Athletic Teams • Dates of Attendance • Degrees and Awards received • Most recent previous Educational Agency or Institution attended • Current Term Class Schedule • "Other Similar Information." A FORM TO RESTRICT DISCLOSURE OF DIRECTORY INFORMATION IS AVAILABLE AT THE REGISTRAR'S OFFICE. Ten Days are required to process the request.

APPLICATION FEES, DEADLINES, AND ADMISSIONS REQUIREMENTS ARE SUBJECT TO CHANGE WITHOUT NOTICE.

The University of Utah is fully committed to policies of nondiscrimination and equal opportunity, and vigorously pursues affirmative action in all programs, activities, and employment with regard to race, color, national origin, sex, age, and status as a person with a disability. Religion, sexual orientation, and status as a disabled veteran of the Vietnam era also are protected under nondiscrimination and equal opportunity employment policies. Evidence of practices not consistent with this policy should be reported to the Office of Equal Opportunity and Affirmative Action, (801) 581-8365 (voice or TDD).

Any false or misleading information provided in the support of this application may result in dismissal from the Graduate School.

All the answers I have given in this application are complete and accurate to the best of my knowledge. If admitted, I agree to observe all the rules and regulations of the University of Utah. I understand I will be responsible for payment of all amounts I owe the University, i.e., tuition, fees, fines, rents, parking citations, etc. I agree to make payments promptly and that payments will be applied to charges in the order determined by the University. I also agree to pay reasonable collection and/or attorney's fees necessary to collect any outstanding balance on my account(s).

Applicant's Signature

\_\_ Date \_\_\_

\*\*Privacy Act Notice: The University confidentially maintains your Social Security Number for routine uses such as facilitating document matching, verifying your identity, and expediting your enrollment and financial aid. Disclosure of your Social Security Number is voluntary, but failure to provide your Social Security Number may result in delay and confusion regarding your identity, and once admitted, could result in delay or loss of federal and state financial aid, tax credits, student loan deferments, veteran benefits, and other benefits under law.