

APPLICATION

Required Materials for All Applicants

Please apply online for graduate study at the Graduate School's website. Interested persons with restrictions that prevent the use of our online application or who have questions about applications should contact The University of Alabama, Graduate School, Box 870118, Tuscaloosa, AL 35487-0118; telephone 205-348-5921 or 1-877-UAGRADS; fax (205) 348-0400; or email gradschool@ua.edu.

All applicants, including U.S. citizens, permanent residents, and international applicants, must submit the following materials to the Graduate School using the online application:

- Applicant data sheet and statement of purpose
- One unofficial transcript from each U.S. or international institution of higher education (including community colleges) at which 15 or more credit hours have been completed. If the applicant is admitted, they will not be permitted to register for classes until the Graduate School receives **official** copies submitted directly by the issuing institution.
- Official or unofficial admissions test scores that are less than five years old (if required by the department; see "Admissions Examination Criteria" for departments that do not require a test). If unofficial test scores were submitted during the application process, official scores must be sent directly from the testing agency on admission
- The application fee is \$65 for U.S. citizens and permanent residents and \$80 for international applicants, payable online. Application fees are non-refundable.
- Three letters of recommendation. Each applicant must have a letter of reference from at least one professor in
 - a. his or her undergraduate major, or
 - b. the proposed field of graduate study, if any courses have been taken in either area within the last five years
- Additional application materials (e.g., portfolios, writing samples, responses to essay questions, etc.) required by individual departments. Applicants should contact departments directly for more information and visit 'Manage Supporting Documents' for a list of documents that may currently be uploaded.

All of the above materials must be received by the Graduate School before an application will be considered. To ensure that no materials are missing, applicants should periodically check the status of their applications online.

Application may be made to only two programs at a time, and at no time may a student be enrolled in more than two programs. A person holding a bachelor's degree from a U.S. regionally accredited institution (or the foreign equivalent for an international applicant) is eligible for consideration for admission to the Graduate School of The University of Alabama. Seniors who have completed at least 90 undergraduate credits at regionally accredited institutions are also eligible to apply.

If a student applies but does not complete any coursework within 12 months of the requested entrance date, a new application and an accompanying appropriate fee must be submitted.

Additional Materials for International Applicants

International applicants may be required to submit the results of an English proficiency exam. Please see the admission criteria section of this catalog for more details.

International applicants must submit one certified copy in the native language along with certified precise word-for-word English translations of all transcripts, diplomas, and certificates of degree. To be acceptable, transcript and diploma copies must be certified by the issuing institution. Notary copies are **not** acceptable. Documents should be received in official sealed university envelopes.

Application Deadlines

To ensure adequate time for review, applications must be completed at least six weeks before the desired date of registration. International applicants are encouraged to have completed applications (including all supporting materials) at least 6 to 8 months in advance of the desired term of enrollment. International applicants must have completed applications no later than four months prior to expected enrollment. However, many departments establish earlier deadlines for receipt of application materials. (Applicants should contact their proposed departments for deadline information.) In those cases, completed applications must be in the Graduate School six weeks prior to the departmental deadline. Requirements and deadlines for submitting applications are subject to change; applicants should review the specific instructions on the application forms for current requirements and deadlines.

Alabama Residency Status

Questions regarding resident and nonresident status should be directed to the Office of the University Registrar.

Immunizations

New Tuscaloosa campus students who were born after January 1957 are required to provide proof of immunization against measles, mumps, and rubella (MMR) and other diseases before being officially enrolled at The University of Alabama. For students without proof of all required immunizations, the Student Health Center may block registration. New students are encouraged to complete a medical history form, which may be obtained from the Student Health Center.

Change of Degree

All students pursuing a higher degree level (ie. MA to PhD) will be required to submit new applications. Students pursuing doctorates in the College of Education should consult the College of Education section of this catalog for additional requirements.

Application Fees

A nonrefundable application fee must accompany each new application for admission before it will be processed. Credit card payments may be made with online applications at the Graduate School's website. If a student applies but does not complete any coursework within 12 months of the requested entrance date, a new application and an accompanying appropriate fee must be submitted.

Number of Applications

Application may be made to up to two programs at a time. If a student applies to two programs, he or she must submit two separate and complete sets of application materials (applicant data sheet, statement of purpose, letters of recommendation, transcripts) and two application fees. Each set of application materials must clearly identify the program to which the applicant is applying.