

APPLYING FOR ADMISSION: GRADUATE DEGREE PROGRAMS

When to Apply

Applicants should apply to a graduate degree program at least six to nine months before the beginning of the semester in which they plan to enroll. Most departments require earlier submission of credentials for acceptance to their program. Contact the department for specific deadlines. The number of students accepted for graduate study is limited.

Graduate students are strongly encouraged to apply early. Applications received near deadline will be processed as time permits or may be considered for the following semester.

How to Apply

To be admitted to UAF, a student must:

- 1. Submit an application for admission**
 Apply online (<https://www.uaf.edu/admissions/>). Applications must be received before the published deadlines, along with a \$75 nonrefundable application fee. Applications submitted after the published deadlines have a \$100 nonrefundable application fee. Departmental deadlines may allow for applications past the published deadlines.
- 2. Submit official transcripts**
 The Office of Admissions requires official transcripts of all college-level course work. To be considered official, transcripts must arrive in sealed envelopes or by a secure electronic service from each institution attended.
Transcripts for International Applicants
 See Applying for Admission: International Students (<http://catalog.uaf.edu/getting-started/admission-international-students/>) page for additional information.
- 3. Submit official test results**
 Not all departments require Graduate Record Exam (GRE) scores if the student has earned a GPA of 3.0 or higher. The UAF school code for the GRE is 4866. Refer to the admission requirements of your prospective degree program to determine which tests are required.
- 4. Submit resume/curriculum vitae**
 Include work and research experience, publications, patents, honors, professional and civic memberships, and foreign travel.
- 5. Submit statement of academic goals**
 Write a statement indicating why study is desired in a particular program. Include qualifications and educational experience. For applicants to M.Ed. or education licensures/certificate programs, a four-to-five-page self-evaluation essay is required.
- 6. Submit three letters of recommendation**
 Send at least three letters of recommendation from people able to vouch for the applicant's academic work, character and ability to undertake graduate study and research.

ADDITIONAL APPLICATION INFORMATION

- Master of Fine Arts Applicants**
 Master of fine arts applicants must submit writing samples when applying for admission to the creative writing program. An art

portfolio (usually slides) must be submitted when applying to the program in art.

- Interdisciplinary Applicants**
 Submit a Proposed Graduate Study Plan (<https://www.uaf.edu/gradsch/prospective/interdisciplinary-program/admissions-procedure/>) and a comprehensive research proposal. Applicants must also obtain a commitment from UAF faculty members to serve as an advisory committee. Contact the Graduate School for specific interdisciplinary procedures.
- International Students**
 See Applying for Admission: International Students (<http://catalog.uaf.edu/getting-started/admission-international-students/>) page for additional information.
- Students in Western Regional Graduate Programs**
 Students from Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington and Wyoming may be eligible for resident tuition through the Western Regional Graduate Program/Western Interstate Commission for Higher Education. This program is for students pursuing a graduate degree in administration of justice, Arctic and Northern studies, or rural development. For more information about this program, contact the Graduate School (<http://www.uaf.edu/gradsch/>) at 907-474-7464 or uaf-grad-school@alaska.edu. Students with questions may also contact the WICHE Student Exchange Program (<http://wiche.edu/wrgp/>) at P.O. Box 9752, Boulder, CO 80301-9752, or 303-541-0210.

Admission Requirements

In general, applicants may be admitted to a graduate program if they have a bachelor's degree from an accredited institution with at least a 3.0 (B) cumulative undergraduate GPA and a 3.0 (B) GPA in their major. The undergraduate major should provide suitable preparation for continuation of studies in the field of choice. Some programs require the Graduate Record Exam (GRE) or Graduate Management Admission Test (GMAT) and other special criteria for admission.

For the purposes of admission to graduate study, all grades, including those generated from retaking a course, are included in calculating GPA.

If an applicant meets the minimum requirements for the university, the Office of Admissions sends the complete application to the academic department. Program heads and/or committees in fields of interest will determine the adequacy of the student's preparation and whether or not departmental facilities are sufficient for their aims.

Information on specific degree programs is available from academic departments or by contacting the Graduate School (<http://www.uaf.edu/gradsch/>) at 907-474-7464, uaf-grad-school@alaska.edu.

After Acceptance

Qualified applicants can be accepted for admission while enrolled in their last semester at another college. Acceptance is incomplete, pending receipt of the final transcript indicating satisfactory completion of work in progress and the completion of graduation requirements prior to enrollment at UAF.

Final acceptance to UAF is complete only when the Office of Admissions receives and accepts all credentials.

REQUEST TO POSTPONE

An offer of admission to UAF is valid for the semester for which the applicant applied. Requests to postpone admission until a later semester should be sent to uaf-admissions@alaska.edu. Admission may be postponed for up to one calendar year with the approval of the academic department and the dean of the graduate school. All graduate student requests to postpone are subject to approval by the department to which the student is applying.

Where to Get More Information

Office of Admissions

University of Alaska Fairbanks
2nd floor, Signers' Hall
P.O. Box 757480
Fairbanks, AK 99775-7480
Email: uaf-admissions@alaska.edu
Telephone: 907-474-7500
Toll free: 800-478-1823
Fax: 907-474-7097

Graduate School

University of Alaska Fairbanks
202 Eielson Building
PO Box 757560
Fairbanks, AK 99775-7560
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