International Graduate Applicant

Definition
An international graduate student at Missouri S&T is a student who:

- is not a citizen or permanent resident of the United States or its territories
- has an undergraduate degree from an accredited university, not necessarily within the United States
- intends to take classes on the physical campus of Missouri S&T

Application Deadlines
For best consideration of your application and to ensure enough time for immigration paperwork to be issued and sent, please note that your admission file should be completed by the dates listed below:

<table>
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<tr>
<th>Semester you wish to start</th>
<th>Recommended submission date</th>
<th>Deadline</th>
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<tbody>
<tr>
<td>Fall (August-December)</td>
<td>April 1</td>
<td>June 15</td>
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<td>Spring (January-May)</td>
<td>October 1</td>
<td>November 15</td>
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<tr>
<td>Summer (June-July)</td>
<td>February 1</td>
<td>April 1</td>
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Graduate applicants should apply for admission no earlier than 12 months before the semester in which they intend to enroll at Missouri S&T.

Admission Requirements
Each academic department defines its own admission requirements – including GRE/GMAT and TOEFL/IELTS – and makes its own admission decisions. For specific requirements of your preferred degree, refer to the requirements listed by department. In case of specific questions, contact the respective graduate coordinator. Some but not all academic departments may admit students conditionally, but this decision depends on the department and the student’s record. If admitted conditionally, exact conditions will be listed in the admission letter.

Please note the following regarding test scores:

- **GRE/GMAT**: You must submit GRE/GMAT scores to the university as required by the individual department. Missouri S&T’s GRE test center code is 6876.
- **TOEFL/IELTS**: You should arrange to take the TOEFL or IELTS and request that the testing company send results directly to Missouri University of Science and Technology. Missouri S&T’s code for TOEFL is 6876.

If you are admitted based on your academic record, but have not provided proof of meeting the English requirement, you will be required to complete English proficiency testing upon arrival at Missouri S&T, administered by the Intensive English Program (IEP) staff. There are three possible outcomes to this testing:

- You are approved to enroll in academic classes.
- You are approved for part-time academic classes and part-time IEP.
- You are required to enroll full-time in the IEP.
If you apply for admission, but haven’t yet submitted GRE/GMAT and TOEFL/IELTS scores to the university, we’ll hold your application and wait to process your file until all documents and test scores have been received. If, for any reason, you are not able to submit test scores as part of your application, please send an email with a complete explanation to the graduate coordinator your academic department and copy the Office of Graduate Studies.

If you are wishing to transfer from another U.S. or foreign institution, please contact the Office of Graduate Studies, for specific details.

How to Apply
What you will need: online application, transcripts from all colleges/universities attended, résumé/CV, name and email of 3 people who will provide recommendations for you, statement of purpose, test scores (GRE/GMAT and TOEFL/IELTS), and payment of $75 application fee.

When you are ready to apply, complete the online application, which will take you through several screens. Note that once you start filling out the application, you can save it at any time and return to it later. Follow the instructions on each screen and note the following:

a. First-time applicants will need to create an account. When you submit your name and email, you will receive a temporary PIN/password sent to your email. Next you activate your account and change your password. Note your email and password you entered for your account, as you will use this to log into the application portal to complete your application or check your status.

b. Start a new application and select the following:
   o Application type: Graduate Application
   o Application category: Graduate On-Campus
   o Academic level: Select accordingly (Doctorate, Doctorate of Engineering, Masters, or Masters of Engineering)
   o Selected major: Select accordingly

c. Enter personal background information, including:
   o Your permanent and mailing addresses; please note that as an international student, your permanent address should be your address in your home country.
   o Citizenship information – enter your citizenship and specify which type of visa you will request (F-1, for which you will receive an I-20; J-1, for which you will receive a DS-2019). If you have questions about which type of visa to specify, please contact the Office of International and Cultural Affairs at ia@mst.edu.

d. On the Institutional Data screen, enter all colleges or universities in which you have enrolled (even if you did not complete a degree). When you add each institution, also upload an electronic copy of your transcript from this school. The copies you upload are considered unofficial. Your application will be reviewed on the basis of these unofficial documents. Please do not submit official documents until after an admission decision is made.

e. On the Portfolio screen, upload your résumé or curriculum vitae/CV and any other supplemental video and print materials you wish to provide.

f. On the Recommendations screen, provide the name and contact information for three academic or professional colleagues who are willing to write a letter of recommendation for you. An email will be sent to them automatically with instructions on how to submit the recommendation. If, when checking your application status, you see that recommenders have not submitted their recommendation for you, you can specify additional recommenders.

g. On the Statement of Purpose screen, provide a personal statement up to 1,000 words including your educational plans.
h. On the Test Scores screen, choose Add Test and enter information for the specific tests you have taken (TOEFL/IELTS and GRE/GMAT) or upload a document with your test results.

i. The final screen, Review, will list any errors with your application (for example, if required information is missing). Once your application is complete, choose Submit Application.

j. Please note that your application file is not complete until you have paid the application fee of $75. From the Application Status page, click on the Application Fee link and follow the instructions for submitting payment.

k. If you are on full scholarship from your government, company, or other sponsoring organization, after you have submitted the online application please contact iasss@mst.edu for further instructions.

After you have submitted your online application, you can check the status of your application at any time. To do so, enter the email address and password you gave us on your application for admission.

Lastly, please note that while your admission application will be processed without financial documents, in order to be issued immigration documents students must submit a statement verifying ability to provide financial support, such as a financial statement made by the sponsor or bank, indicating source and amount of funds available. More information will be provided upon admission to Missouri S&T.

After Admission

Once you have been admitted, you will need to do the following:

1. Submit official records:
   - GRE or GMAT scores, submitted by ETS
   - TOEFL (institution code 6876) or IELTS scores, submitted by ETS
   - Transcript submitted directly from each college or university you have attended to: Missouri University of Science and Technology, Office of Admissions, 106 Parker Hall, 300 West 13th Street, Rolla, MO 65409 – USA.

2. Supply a financial statement (if you have not done so already).

Academic departments will consider graduate students for financial assistance, graduate fellowships and research assistantships only after they have been admitted. If you are interested, please contact your academic department directly.

Ready to apply? Go to https://connect.mst.edu/apply/

Questions? Contact grad@mst.edu

Revised in October 2015