

The University of Kansas
1415 Jayhawk Blvd.
426 Fraser Hall Lawrence, KS
66045-7556

INTERNATIONAL
APPLICATION CHECK LIST

ADMISSIONS: The essential requirements for admission to the graduate program in psychology at KU are a bachelor's degree from an accredited institution and a record of achievement that shows a strong promise of success in the proposed program of graduate study. A minimum of 15 hours credit in psychology is required, including statistics and a course in either experimental psychology or psychological research methods.

DEADLINE FOR APPLICATIONS: Every year we review many applications for graduate work within the Department of Psychology. To assure fair and efficient review of these applications, it is important for you to provide all the necessary information for our review. The application deadline is December 1.

You must complete all details of your application prior to our review. Incomplete applications cannot be reviewed.

It is your responsibility to ascertain the status of your application file.

Instructions for completing your application file

Arrange to have these materials sent to **The Psychology Dept.:** (address to follow).

TWO OFFICIAL copies of **transcripts** from ALL previous post-secondary schools attended. These must be mailed directly from the school. Submit both English translations and original transcripts if first language is not English. Class grades from one school that appear on another school's transcript are **not** acceptable

OFFICIAL scores from the Graduate Record Examination (GRE): The General Test (consisting of Verbal, Quantitative, and Analytical sections) is required; Advanced (Psychology) is preferred. Advanced Psychology test is required by Clinical Child if you were not a Psyc Major as an undergrad. Scores cannot be more than five years old. When arranging to send your scores to us, use the following codes to expedite their arrival:

Kansas University code is 6871

Psychology	Clinical	Social	Cognitive	Quantitative	Developmental
2016	2001	2015	2002	2014	2006

Completed Department Application which includes the following (see application for further details):

A typed two-page **statement of professional goals** and interests.

A **list of academic honors** you have received.

A **list of all the psychology courses** (including grades) you've taken both undergrad & graduate.

A copy of your **vita or resume** on plain white paper.

CLINICAL AND HEALTH REHAB: You are **required** to submit a copy of a paper written by you during the past few years of your education. No collaborative efforts will be considered; the sample must be entirely your own writing. This paper will serve as a writing sample. It may pertain to any topic (preferably one relating to psychology) and may take any of a variety of forms (e.g., a topical paper for a class, literature review, research proposal, or preferably an article pertaining to one of your own studies). **DO NOT SUBMIT your writing sample in report covers, folders, etc.**

Also include:***Access Waiver Form***

A **photocopy of your GRE scores**. In past years, official notification of G.R.E. scores from E.T.S. has been greatly delayed. Therefore, we ask you to send a photocopy of the notification you receive from E.T.S., in addition to having the official records sent directly to us. Also, you should be aware that if you take the G.R.E. exam in November or later, your scores will probably NOT arrive in our office in time to be considered for review for admission to the department.

Completed University Application

An **application-processing fee** of \$60.00 for paper international applications sent in by mail. A fee of \$55.00 for online international applications. Fees must accompany applications. Checks or money orders should be made payable to the **GRADUATE SCHOOL UNIVERSITY OF KANSAS**.

Arrange to have these materials sent directly to the Psychology Department: (address below)

Three letters of recommendation from the persons you listed on the Graduate School application. Complete the top portion of the form before giving it to the person writing the recommendation letter. For the convenience of the person completing the recommendation form, you should include a stamped envelope addressed to the address listed at the top.

If you use other codes the scores do not come directly to our department and may get lost.

If you are a non-native English speaker and wish to apply for a Teaching Assistantship, you must have official **TSE/SPEAK scores** sent to the Psychology Department. We cannot consider you for a TA position unless we have these scores.

Official TOEFL scores. *Submit or ask to have submitted English test scores (TOEFL or other English test conducted under American auspices) directly to The Applied English Center, Univ of Ks., Lawrence, KS 66045, USA.*

If applying online you do not need to send by mail the materials that are on the online application.

**The University of Kansas
Department of Psychology 1415
Jayhawk Blvd. 426 Fraser Hall
Lawrence, KS 66045-7556
Attn: Graduate Officer**

Please calculate your overall undergraduate grade point average based on a 4-point scale, disregarding (+) and (-) designations. Record this number on the Graduate School application. If you have attended only one school and it reports cumulative GPAs based on a 4-point scale, do not recompute your GPA. However, if you have a combination of quarter hours and semester hours, or if you do not have a cumulative average, computation should be based on a 4-point scale where A = 4, B = 3, C = 2, D = 1, disregarding (+) and (-) designations. Do not include pass-fail hours and grades. Translate quarter credits to semester credits using the following: Multiply your total quarter hours and quarter grade points by .667 to obtain semester hours and grade point equivalents. Then divide the cumulative grade points by cumulative semester hours, which will total your cumulative GPA.