Application for Admission Checklist

☐ Download a copy of the application by visiting www.grad.cmich.edu, and clicking on “Applications and Forms.” Or, you can apply online at http://apply.cmich.edu.

☐ Thoroughly complete your application and either submit it online or place the signed application and all appropriate documents into an envelope and mail to the College of Graduate Studies.

☐ Have official transcripts and proof of degrees sent to CMU. Ask the registrar of each college or university attended (except CMU) to directly send official transcripts (bearing the seal of the institution) of all postsecondary work and credentials to CMU’s College of Graduate Studies. If the transcripts are not in English, CMU requires official versions in the original language in addition to official (certified/attested) English translations.

☐ Arrange for official scores of applicable entrance exams (GRE, GMAT, MAT, etc.) to be directly sent to CMU’s College of Graduate Studies.

☐ Submit a Statement of Purpose. In your own words, write a brief statement (one to two pages is recommended) describing your purpose and general plans for graduate study at CMU. You may include information on any research or teaching experiences, publications, and/or other activities and achievements which are related to your proposed field of specialization, as well as your career plans after graduation.

☐ Include additional program/department requirements. Many graduate programs require supplementary application materials, such as letters of recommendation, portfolios, etc. See the Graduate Bulletin or check with your intended program’s department for details and then submit the required items along with your other application materials.

☐ Pay your application fee (in U.S. dollars). The non-refundable application fee is $45 for U.S. citizens and permanent residents and $60 for all international students who are not U.S. citizens or permanent residents. You may provide credit card information or mail a check or money order to CMU’s College of Graduate Studies. Please make your check or money order payable to Central Michigan University.

For International Students Only

☐ Include a copy of your passport.

☐ Submit proof of English proficiency or your intent to study English at CMU upon arrival (unless you are from an exempted country where English is not the primary language of instruction). Please arrange for official scores from TOEFL, IELTS, MELAB, or Pearson’s to be directly sent to the College of Graduate Studies or indicate on your application that you wish to study English upon arrival through CMU’s English Language Institute.

Please contact CMU’s College of Graduate Studies if you have any questions about the application or admission process, by email at grad@cmich.edu, or by telephone at (989) 774-4723.