

UNIVERSITY OF NORTH TEXAS®

Exploring Grad School Week | Sep 25-29, 2023

Applying to Grad School *A Q & A with UNT's Graduate Admissions Team*

Presented by: Frazier Johnson

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Applying to Grad School



Q & A to follow the presentation.

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Applying to Grad School

Two-Step Application Process

I. Apply to the UNT

- a. Submit General Application on ApplyTexas.org
- b. Submit copies of your transcripts
- c. ***Additional international Student Requirements***

II. Apply to your academic program

- a. Contact your program.
- b. Submit supplemental documents.

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Applying to Grad School

UNT's Graduate Application Process

Toulouse
Graduate
School
application
through
Apply Texas

Send
department
required
application
materials

Department
makes
admission
decision

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Applying to Grad School



Step 1.
Applying to
general
Admissions /
Toulouse.

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ApplyTexas will have you fill out a profile before you can apply. Please make sure that on page 9 of your profile, you indicate that you'll have earned a bachelors.

★ ApplyTexas My Profile My Applications

Edit Your ApplyTexas Profile

Profile Pages ▾

Have you taken any college courses? *

Yes
 No

Will you have a bachelor's degree or an equivalent degree prior to the start of the semester for which you are applying?

Yes, I will have a bachelor's degree (or an equivalent degree)
 No

College Attended Information

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After starting a new application, you'll be given the option to select either a "Two-year college" or a "Four Year College." Select "Four-year college."

My Applications Start a New Application Logout FAQ Print

Instructions for this page

Would you like to apply to a two-year or four-year college/university?

Two-year community/junior college

Four-year college/university

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Continue filling out sections that ask for your intended university, semester of entry, and major.

Select the institution to which you would like to apply

University of North Texas - (Denton) ▾

Select your application type

US Graduate ▾

Select your semester

Fall 2022 ▾

Select your major

Art Education PhD ▾

Deadline options for this application are listed below

Regular Deadline (06/15/2022)

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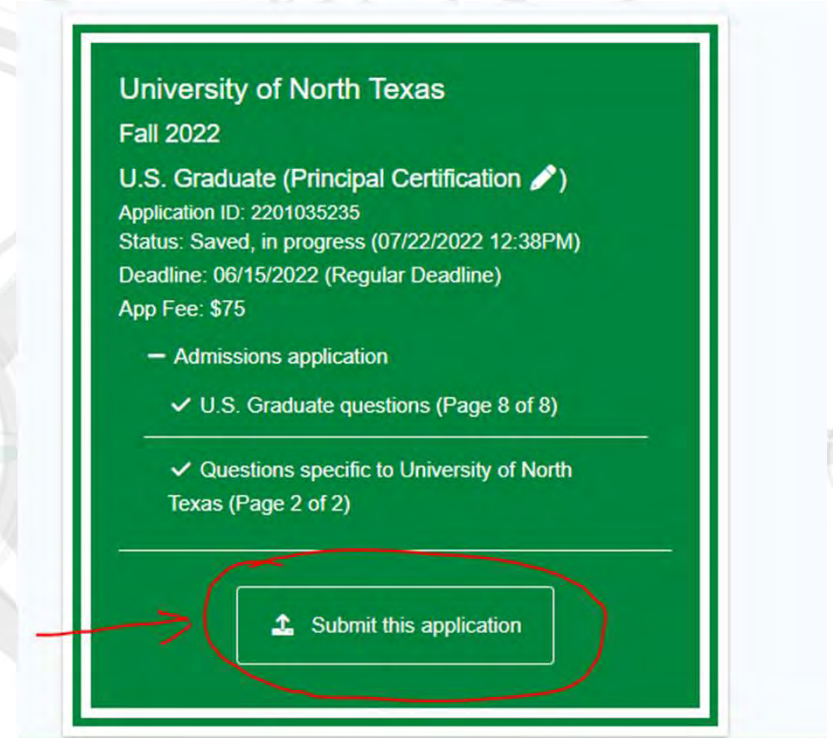



Applying to Grad School

After you've filled out all the information, return to the "My Applications" section of your ApplyTexas profile. Your UNT application should appear as a green square.


There are two different portions of the application to fill out. After filling them out, make sure the check mark next to "U.S. / International Graduate questions" appears and the check mark next to "Questions specific to University of North Texas."

If you completed both sets of questions, go ahead and click "Submit this application."



University of North Texas
Fall 2022
U.S. Graduate (Principal Certification )
Application ID: 2201035235
Status: Saved, in progress (07/22/2022 12:38PM)
Deadline: 06/15/2022 (Regular Deadline)
App Fee: \$75

- Admissions application
 - ✓ U.S. Graduate questions (Page 8 of 8)
 - ✓ Questions specific to University of North Texas (Page 2 of 2)

 Submit this application

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You'll then be taken to a page titled: "Submit your U.S. Graduate Application." (Please note, this title will say "*international* Graduate Application" for international applicants)

Submit your U.S. Graduate Application to University of North Texas
Fall 2022, Principal Certification

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Lastly, pay for the application and submit it.

Financial Aid Information
You must apply for financial aid separately. You can [apply for financial aid online](#). Contact the institution's financial aid office directly for more information.

Non-discrimination clause
Admission to any of the Texas institutions of higher education and any of their sponsored programs is open to qualified individuals regardless of race, color, gender, sexual orientation, creed, age, national origin or disability.

Application Fee Information
Your application fee is \$75
Once your application is submitted, you will no longer be able to edit it on this site. Please contact the school to which you are applying for any changes after submission.
The application fee is non-refundable.

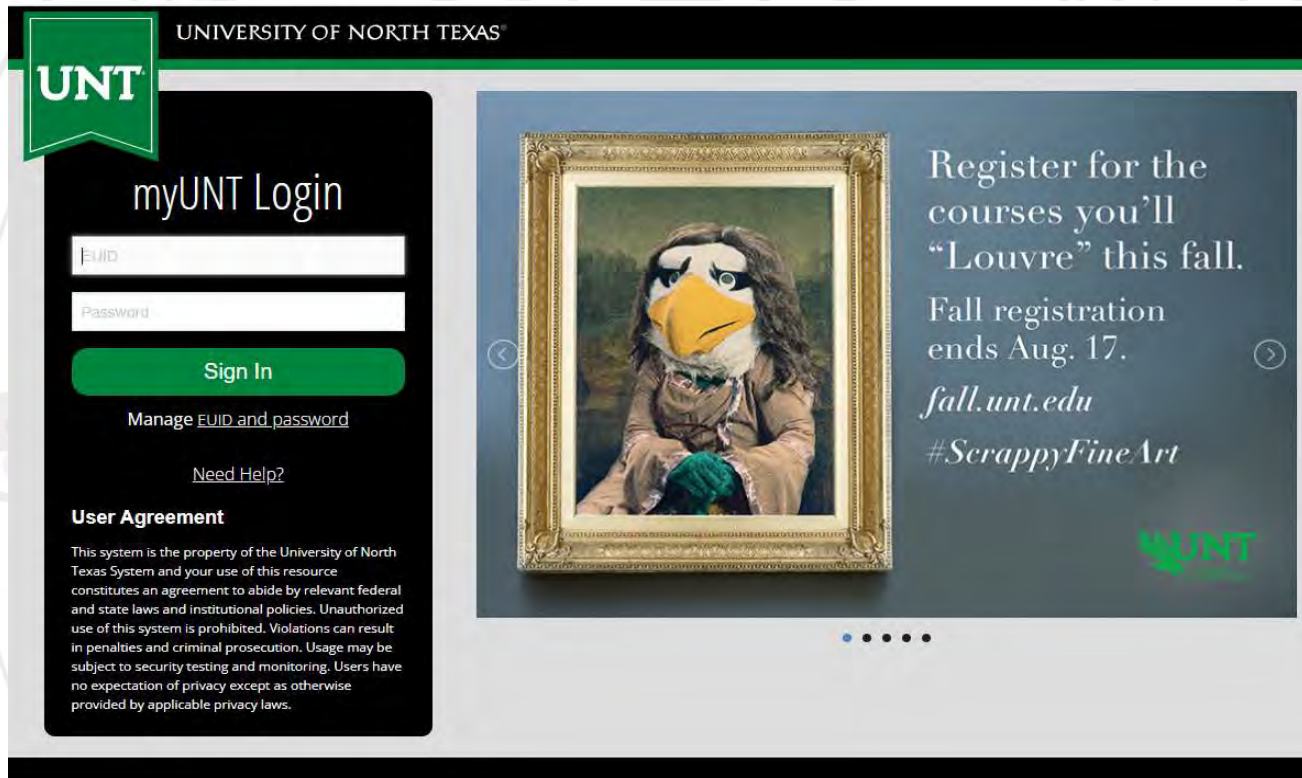
Please select your method of payment: *

* Required Field

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Applying to Grad School



UNIVERSITY OF NORTH TEXAS

UNT

myUNT Login

EUID

Password


Sign In

[Manage EUID and password](#)

[Need Help?](#)

User Agreement

This system is the property of the University of North Texas System and your use of this resource constitutes an agreement to abide by relevant federal and state laws and institutional policies. Unauthorized use of this system is prohibited. Violations can result in penalties and criminal prosecution. Usage may be subject to security testing and monitoring. Users have no expectation of privacy except as otherwise provided by applicable privacy laws.



Register for the courses you'll "Louvre" this fall.

Fall registration ends Aug. 17.

fall.unt.edu

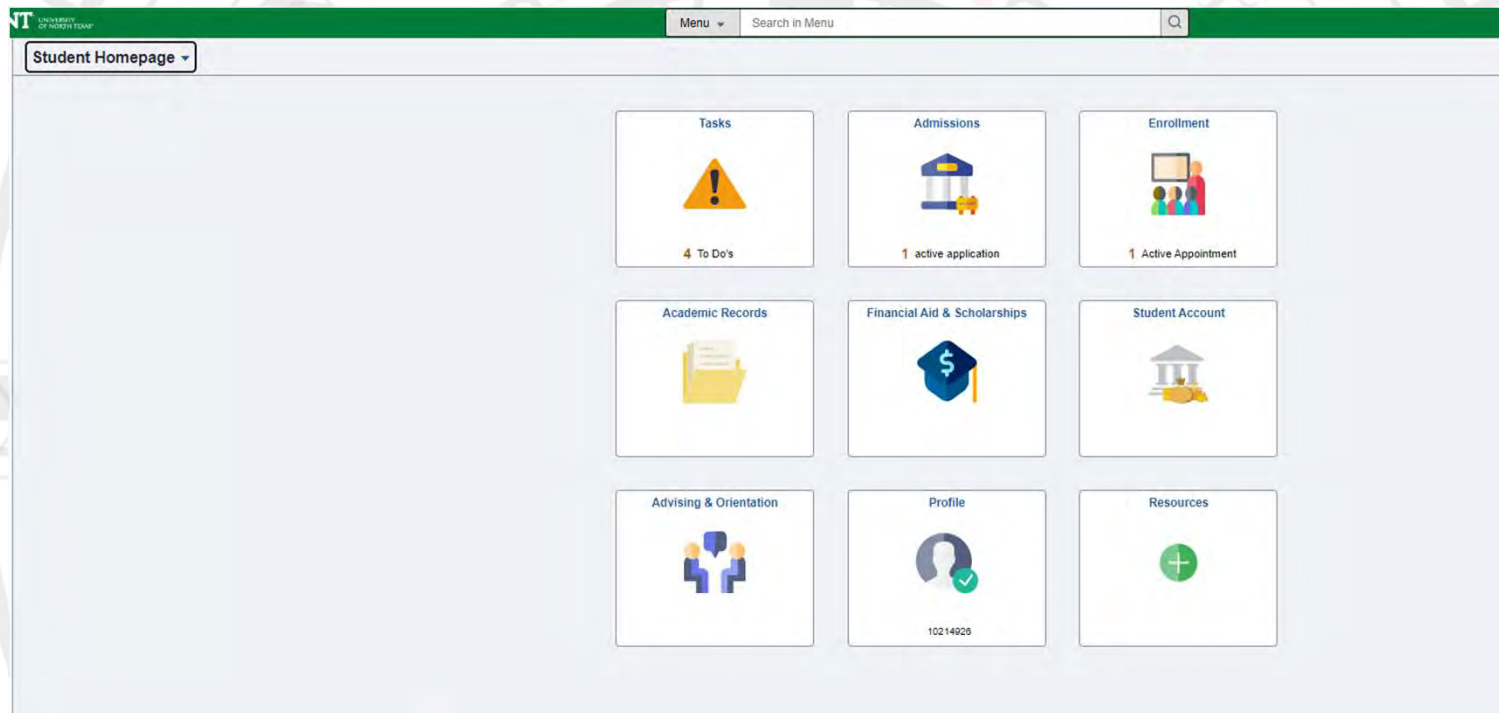
[#ScrappyFineArt](#)

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The screenshot shows a student homepage with a 'Tasks' section. On the left, there is a sidebar with 'To Do List' (4 items) and 'Completed Agreements'. The main area displays a 'To Do List' table with 4 rows. The table has columns for 'Task', 'Institution', and 'Status'. All tasks are listed as 'Initiated' and are for the 'University of North Texas'. A '4 rows' indicator and a sort icon are visible in the top right of the table.

Task	Institution	Status
Letter of Recommendation #1	University of North Texas	Initiated
Letters of Recommendation #2	University of North Texas	Initiated
Resume	University of North Texas	Initiated
Theme Statement	University of North Texas	Initiated

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The screenshot shows a 'To Do List' interface with a table of tasks and a 'Task Details' modal window.

Task	Institution	Status
Letter of Recommendation #1	University of North Texas	Initiated
Letters of Recommendation #2		Initiated
Resume		Initiated
Theme Statement		Initiated

Task Details

Letter of Recommendation #1

Institution: University of North Texas
Status: Initiated
Status Date: 05/16/2023

Letters of recommendation must be professional or academic in nature (i.e. written by college professors and/or supervisors and managers). Recommendations are not acceptable from family, friends, clergy, high school teachers/administrators, subordinates, co-workers, etc.

[Add Attachment](#)

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Applying to Grad School

Submit Copies of your Transcript

Submit copies of your transcripts (from each separate college/university you have ever been enrolled in!)

International documents can be uploaded as pdf for evaluation purposes.

E-transcripts accepted, but **must** come to us directly from your school or transcript service. Recipient email is Gradadmission@unt.edu.

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For International Applicants Only

Submit English Proficiency Test scores.

If you are an international student, you ***must*** meet the English Language Proficiency (ELP) requirements.

This requirement cannot be waived.

You can find a multitude of ways you can meet ELP on the following webpage:
<https://admissions.unt.edu/international/english-language-requirements>.

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Step 2.
Applying to
your program/
department

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Applying to Grad School

Find your program's admission requirements on their website (varies from program to program)

1. Apply to the University of North Texas Toulouse Graduate School

A. [Complete the ApplyTexas application online](#) and pay the non-refundable application fee (\$75). Your completed application will be processed by the UNT Toulouse Graduate School and reviewed by your academic program.

- International students must also review the [International Admissions](#) page for additional required documents.
- You will need to meet the Graduate School minimum qualifications before you will be considered for admission to the Department of Information Science.

B. Official transcripts from every college or university attended should be sent to the UNT Toulouse Graduate School.

- Domestic applicants: Transcripts from previously attended institutions can be sent directly from the institutions via email to GradAdmission@unt.edu or mailed to one of the addresses below.

BY U.S. POSTAL SERVICE:

Toulouse Graduate School
University of North Texas
1155 Union Circle #305459
Denton, TX 76203-5017

Phone: 940-565-2383

BY UPS/FEDEX:

Toulouse Graduate School
University of North Texas
1147 Union Circle, ESSC 354
Denton, TX 76203-5459

Phone: 940-565-2383

*Note: We **do not** require GRE scores.

2. Apply to the Department of Information Science

In order to complete the Department's application process for the M.S. in Library Science:

- Complete the [Department of Information Science Application Form](#).
- Upload the following documents to the MyUNT Portal through the Task List (**Files submitted must be in PDF format**):

1. A one-page statement of purpose and goals detailing your interest in the master's program and reviewing your professional goals. Statements should be one full page, single spaced in 12pt font.
2. A resumé complete with a list of honors and activities.
3. Two (2) letters of recommendation. Letters should be from former professors, or others who can evaluate your academic qualification, or from job supervisors who can assess your potential for success as an information professional.

*Note: We do not require GRE scores.

The Information Science department will verify that minimum grade point average meets one of the following requirements:

- 3.0 on the last 60 hours of a bachelor's degree.
- 3.0 cumulative undergraduate GPA.
- a 3.5 GPA on a completed master's degree.

Note: Students who have a 2.90 – 2.99 overall or last 60 hours GPA can be conditionally admitted to the program. If one's GPA is in the range of a 2.6 – 2.89, course leveling can be considered, which is to take **four Information Sciences (INFO) courses at the undergraduate level at UNT**. If As and Bs are earned in those 12 hours, students can then request admission to the MS program.

For any questions, please contact us at ci-admissions@unt.edu.

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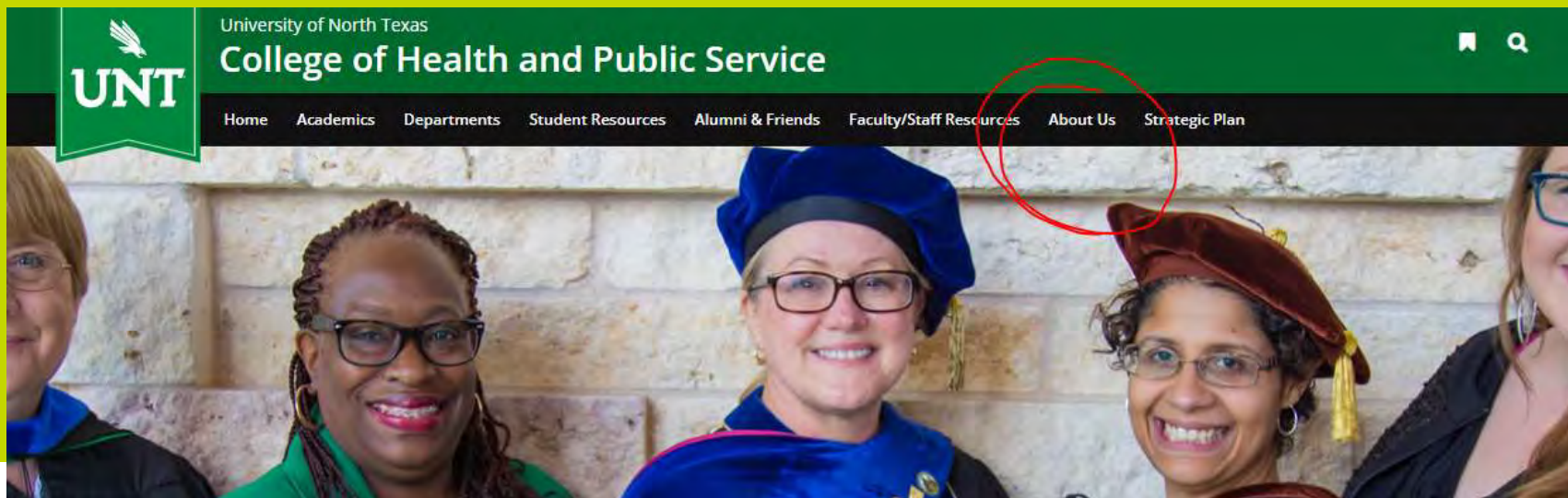


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Contact an *advisor* or *program coordinator*

<https://tgs.unt.edu/future-students/graduate-academic-advisors-list>

Or, go to the Faculty/Staff directory on the department webpage.




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Faculty/Staff Directory > *Graduate Coordinator; Graduate Program Coordinator*

- *Note: Administrative Specialists can sometimes help check on materials you've submitted.*



Azzama Alia
Graduate Services Coordinator
Rehabilitation and Health Services

Ryan Appleton M.S. CRC



Jessica Boland

Student & Program Specialist - Graduate Admissions
Email: ci-admissions@unt.edu



Stephen Lancaster

Student and Program Coordinator
Email: Stephen.Lancaster@unt.edu
Phone: 940-369-5937



Penny Light

Senior Administrative Specialist/Assistant to the Chair
Email: Penny.Light@unt.edu
Phone: 940-369-7188

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Questions?

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**Thanks for joining us
today!**

Further questions?

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Phone: 940-565-2383

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