

## ADMISSION TO THE GRADUATE PROGRAM (PhD)

### Undergraduate Preparation

Students applying for admission to the graduate program in Anthropology should have a **minimum** 3.0 grade point average in their last two years of undergraduate work (the mean GPA of each entering graduate student cohort is significantly higher). Although all applicants will be considered regardless of their previous fields of academic training, students will usually have earned at least 12 undergraduate credits in anthropology before entering the program, including an undergraduate course in human evolution equivalent to Biocultural Evolution (ANP 206).

In the absence of the recommended course credits and/or coursework, applicants should demonstrate in their application that they have a suitable background to succeed in the program. At departmental discretion, applicants, if accepted into the program, may be required to complete additional coursework as necessary, which will be described in their letter of acceptance.

### Application Form and Transcripts

Please apply electronically through the Graduate student portal at <http://grad.msu.edu/apply/>. Application is now ONLY electronic. The application fee is also payable on-line. The application includes information about applying for financial aid. Prospective students in Anthropology should also include all other supporting materials in their online application. Original transcripts from all universities attended must be sent as a hard copy. Please send these directly to the Department of Anthropology, 655 Auditorium Road Room 350, Michigan State University, East Lansing, MI 48824. It is the responsibility of the applicant to insure that their applications are complete and to verify their status.

Michigan State University now permits concurrent applications for admission to two graduate programs, each with a separate application fee. An applicant's application form, and all supporting documents, must be received by the Department by **December 1st**. We review graduate applications ONLY once each year for fall admission.

***The Graduate Record Examination (GRE) is required for admission.***

***For International applicants, TOEFL scores are also required.***

### Additional Documents Needed

The following additional documents are required by the Department and should be uploaded to your application via the electronic admissions portal:

- a. Official transcripts of all undergraduate and graduate study should be sent directly to the department for uploading to your application.
- b. Official GRE scores. The student must ensure that his/her official report of GRE scores are sent to Michigan State University. Use the following codes to order scores: University code: 1465. Department code: 1701~ Anthropology and 1702 ~Archaeology. The GRE must have been taken within the five years prior to application for graduate study.
- c. Three letters of recommendation from persons of high credibility who are in a position to judge the applicant's academic ability and accomplishments. We recommend that at least one of these letters is from a professional or academic anthropologist. Forms waiving the right to see the letter of recommendation are required.
- d. One or two **writing samples**, for example: undergraduate or graduate research papers, published paper or electronic copy of presented conference poster.
- e. **Personal Statement.** This essay is part of the online application for Graduate Admissions at MSU. The personal statement focuses on your ability and preparation to do graduate level scholarly work, as well as personal and professional experiences that may have led to your interest in anthropology.
- f. **Academic Statement.** IN ADDITION to the above essay, Graduate Admissions and the Department require a separate essay (1-2 pp, double-spaced), called your **academic statement**. This is a forward- looking statement that should focus on why you are interested in graduate study in anthropology, and your interest in pursuing graduate education here.
- g. A **curriculum vita**, outlining your professional training and accomplishments.

### Application Deadline

Graduate students are normally admitted for the Fall semester only. All necessary materials must arrive at the Department or be uploaded to your application by **December 1st**. This deadline applies to all students - even to students who are not requesting financial aid. The Department's Admissions Committee finalizes decisions on admissions and most of the year's financial aid no later than mid-April.

### Admissions Criteria

The Graduate Admissions Committee considers not only the student's past preparation and performance, but also his or her interests and needs and whether or not these can best be accommodated by the graduate program of this department. No student is admitted unless at least one regular MSU faculty member has agreed to work with that student.

MSU will now require an additional step to verify transcripts for applications for admission from students from China. The following language will be added to Academic Programs:

APPLICANTS FROM CHINESE UNIVERSITIES: Please arrange for a verification report of your university academic records with the **China Academic Degree and Graduate Education Development Center (CDGDC)**. The report must be mailed directly to the department to which you are applying by the CDGDC, rather than by you or any third party:

### China Academic Degree and Graduate Education Development Center

Verification Division

B-17, Tongfang Scientific Plaza

No.1 Wangzhuang Road, Haidian District, Beijing, 100083, P.R.China

Tel: +86-10-82379480

Fax: +86-10-82378718 (24 hours)

Email: [cqv@cdgdc.edu.cn](mailto:cqv@cdgdc.edu.cn)

Website: [www.chinadegrees.cn](http://www.chinadegrees.cn)

Students admitted on a provisional basis because of language proficiency requirements, can be issued an I-20 for language studies only. This I-20 is limited to a maximum of 2 years. Student will need to be tested at the English Language Center upon arrival and begin studying in the English level determined by that test. Once the student meets the departmental requirements for language, the student may be issued a degree-seeking I-20. If the student has not met the stated language proficiency requirement for department/program admission at the end of two years, the student cannot continue to enroll for courses. Provisional admission can be granted **ONLY** for language deficiencies. Regulations will not allow the issuing of an I-20 for provisional admissions for academic reasons.

### Financial Aid for Entering Graduate Students

Funding for Teaching Assistantships and Graduate Office Fellowships may be available for exceptional entering graduate students. However, the availability and allocation of awards is also influenced by the financial resources of the Department and other available funding.

Students are encouraged to apply for financial support outside the Department. Other sources of financial aid include the Title VI-supported Foreign Language and Area Studies Fellowships (FLAS). These fellowships are available through the African Studies Center, the Center for Latin American and Caribbean Studies Center, and the Center for Gender in a Global Context in International Studies and Programs. Check with International Studies and Programs to determine which area studies center has FLAS funding available. Note that FLAS awards are also competitive and are for foreign language study.

Information on other forms of financial aid available through the University for continuing Michigan State University students may be obtained from the Office of Financial Aid, 252 Student Services Building or by calling (517) 353-5940 <http://www.finaid.msu.edu/sships.asp>.

The Office of Admissions and Scholarships is an additional source of money intended for the recruitment of new graduate students. [http://admissions.msu.edu/finances/scholarships\\_searchServices.asp](http://admissions.msu.edu/finances/scholarships_searchServices.asp)

Receipt of externally funded fellowships by students who have written and received their own grant worth at least \$20,000 (direct costs), makes the students eligible for the in-state tuition rate.