

Graduate Program Application Checklist

THE DEPARTMENT OF BIOLOGY

Application Process and Recommendation Deadlines

Completing your applications for **Fall admission** by **February 1** ensures full consideration for assistantship funding. For **Spring admission**, applications should be completed by **October 15**, and funding opportunities are usually more limited than for Fall admission. You **must** contact a potential faculty mentor; a faculty member whom you are interested in working with as a potential advisor, and discuss your research interests. **Please review our website for individual faculty interests** <http://www.indstate.edu/biology/faculty.htm> Send all application materials to the Department of Biology. In addition, fill out the College of Graduate and Professional Studies application form online.

Master's Degrees

The Department of Biology offers a M.S. thesis and a M.S. non-thesis; both involve a research component. They have different requirements for admission and graduate assistantships are available only for the M.S. thesis degree program. The M.S. non-thesis degree has no assistantship funding available. The following must be received before an applicant can be considered:

- Application form (Please use the College of Graduate and Professional Studies form link below)
- Application fee (to CGPS)
- Transcripts from all colleges attended (to CGPS)
- Official GRE scores (to CGPS)
- Three letters of recommendation. Each letter should include a Biology Recommendation form: <http://www.indstate.edu/biology/pdfs/recommendationform.pdf> (to BIOL)
- M.S. non-thesis indicated on the application form
- Name of Faculty member you contacted about being your Faculty Mentor

The M.S. thesis degree has competitively-based assistantship funding available. The following must be received before the applicant can be considered:

- All items listed above for M.S. non-thesis degree, with M.S. thesis indicated on the application form
- Official GRE scores (min scores 600 verbal, 500 Quantitative and 4.0 Analytical)
- Curriculum Vitae (BIOL form <http://www.indstate.edu/biology/pdfs/vitaeform.pdf>)

Doctor of Philosophy Degree

The most advanced graduate degree offered by the Department of Biology is the Ph.D. The following must be received before an applicant can be considered:

- Ph.D indicated on the application form.
- A statement of purpose.
- All items listed for the M.S. thesis.

International Students

In addition to the above needed materials for the appropriate degree desired, the following information also must be received by International Programs and Studies for international students:

- TOEFL- International students should have a score of 620 or better on the Test of English as a Foreign Language (a score of 260 or higher on the computer-based examination, or 105 on the iBT version)
- Affidavit of Financial Support(to CGPS)
- Application form (On-line https://prodinteract.indstate.edu/pls/prod/bwskalog.P_DisplLoginNon) or you may download print application at: (<http://www.indstate.edu/sogs/>)

Teaching Assistantships and Tuition Waivers

Applicants that will be considered for a teaching assistantship and /or tuition waiver are those applying for the M.S. thesis and Doctor of Philosophy degrees. Funding levels of assistantships include a tuition waiver and a 12 month competitive stipend. **These stipends are competitive based on the strength of the applicant's qualifications.** Please contact the department to determine current stipend and tuition funding levels.

Research Assistantships and Tuition Waivers

Several research assistantships and tuition waivers are available through grants and contracts received by our faculty members. Please contact individual Biology Department Faculty for information about availability.