Doctor of Philosophy in Educational Studies and Research

Application Checklist

Please check your area of concentration:  _____ Math Education  _____ Urban Ecologies  _____ Admin Ldrship and Policy  _____ Science Education  _____ Assessment

1. **Graduate Application Part 1 and In-State Tuition Classification form** (Colorado residents must complete both). Intended Major Department Code may be left blank. Indicate your intended degree as PhD. International students can find additional details on admission at [http://thunder1.ucdenver.edu/InternationalAdmissions/index.htm](http://thunder1.ucdenver.edu/InternationalAdmissions/index.htm)

2. **50.00 application fee** (check or money order made out to the University of Colorado Denver). $75 for international applicants.

3. **Resume or academic vitae.** Applicants must have and show evidence of relevant professional and/or academic experience.

4. **Written statement.** In 4-6 pages (double-space, Times Roman 12-point font or larger) discuss research goals and a problem of practical or theoretical importance that could lead to a research study. Address how your research would fit within either the Math Education, Science Education, Urban Ecologies, Assessment, or Administrative Leadership and Policy, concentration area.

5. **Recommended: Master's thesis and/or published materials.** Examples of published materials include articles, book chapters, newsletters and technical reports.

6. **Three professional and/or academic letters of recommendation.** Preferably, two letters should come from faculty in a university program in which you were previously enrolled. Provide each recommender with a recommendation form. The completed recommendation form should be attached to the letter and returned to you in the original, unopened envelope to include in your complete application packet.

7a. **Two official transcripts from every university/college attended.** Graduate-level GPA of 3.5 recommended; a master’s degree is required. Transcripts are to be issued to you and should be submitted together in the original, unopened envelopes with your application packet.

7b. **Your transcripts should show completion of a statistics course with B or better grade within the past five years (the course must have the word ‘statistics’ in its title).** Please indicate the title of the statistics course and when/where it was taken: ________________________________

If you have met the statistics requirement by successfully passing the UC Denver proficiency test, check here ________

8. **Official Graduate Record Exam (GRE) scores.** Minimum recommended score (verbal+quantitative) is 1200. Analytical writing score is also required, with a recommended minimum of 60th percentile. Scores must not be older than five years (as of November 1, 2010) and must be sent electronically by the Educational Testing Service (ETS) to UC Denver (institution code 4875). Please also include a note in your application packet, indicating your scores.

9. **This checklist.** Submit your application in a manila envelope as one complete packet in order of this checklist. **Please postmark your application by the deadline. To send your application by FedEx or a similar service, please call to obtain our ground address.**

Submit your complete application to:

University of Colorado Denver
School of Education & Human Development, Student Services Center
Attn: ADMISSIONS - PhD
Campus Box 106, P.O. Box 173364
Denver, CO 80217-3364

If you would like to drop off your application in person, please visit our office at 1380 Lawrence Street, Suite 701.