



Missouri State

Missouri State University Graduate Application Directions

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✓ Graduate Application Checklist

- Submit Graduate Application
- Pay \$35.00 Graduate Application Fee
- Submit Transcripts to Graduate Admissions
- Contact Graduate Program Director (GPD)
- Submit Graduate Program Requirements to GPD

What communication can I expect to receive from Graduate Admissions?

Graduate Admissions sends the following emails as each stage of the application process is completed:

1. **Acknowledgement Email** - Sent one-to-two business day following application submission.
2. **Sent to Department Email** - Sent after evaluation has determined the minimum Graduate College admission requirements have been met.
3. **Admission Decision Email** - Sent the following-business day after Graduate Admissions receives admission notification by the Graduate program -- only sent if admitted.
4. **Admission Decision Letter** - Mailed the same day as the Admission Decision Email is sent.

How do I submit my transcripts to Missouri State University's Graduate College?

Missouri State University Graduate Admissions accepts both paper transcripts and electronic transcripts sent directly from universities as official. You must make the request through the institution's Registrar. Missouri State University students or graduates need not request an MSU transcript.

Electronic transcripts can be sent to GraduateAdmissions@MissouriState.edu.

Paper transcripts can be mailed to: Missouri State University
ATTN: Graduate Admissions
901 S. National Ave.
Springfield, MO 65897

Do I have to submit all of my transcripts, that is, even transcripts from undergraduate institutions that were previously transferred to Missouri State while I pursued my undergraduate degree?

1. All transcripts where graduate credit was earned must be submitted.
2. If your bachelor's degree transcript shows all transfer work, to include: class name, grade earned, and credit hours earned, then those transcript repeating grades appearing on the bachelor's degree transcript need not be submitted. However, if fewer than 60 hours were earned at the degree-granting institution then all transcripts for all schools must be submitted.

To which semester do I apply as an Accelerated Master's Applicant?

When you started this application you were required to select a term. Be sure that the term you selected is a term after you will graduate with your bachelor's degree. If you selected an incorrect term, exit this application and begin a new application selecting an appropriate term before completing any more of the application.

Can I take graduate classes as an undergraduate?

Yes, you can take graduate classes as an undergraduate once admitted to the Accelerated Master's Program. You will register for those classes by completing a Mixed-Credit form each semester. You still have to select the semester AFTER you will graduate with your bachelor's degree.

Do I have to be a Junior to apply to the Accelerated Master's Program?

Yes, you must be a Junior, that is, already have earned 60 or more credit hours. Your Accelerated Master's application will not be considered until you have reached 60 hours. Furthermore, undergraduate classes in progress are not counted toward this total.

Central Application Service (CSDCAS, OTCAS, PTCAS, CASPA):

Applicants to Audiology, Occupational Therapy, Physical Therapy, Physician Assistant Studies & Speech Language Pathology NEED NOT complete this application. These programs' deadlines, listed below, are only for submission of the Central Application Service application.

Deadlines for Submission of CAS Application			
Graduate Program	Fall term	Spring term	Summer term
Doctor of Audiology	February 1st	*	*
Doctor of Physical Therapy	October 15th	*	August 15th
Master of Physician's Assistant Studies	*	August 1st	*
Master of Science in Speech-Language Pathology	February 1st	*	*
Master of Occupational Therapy	January 15th	*	*

* The graduate program does **NOT** accept applications for this term.

Does my Graduate Program have a Stated Application Deadline?

Application Deadlines for Graduate Programs			
Graduate Program	Fall term	Spring term	Summer term
MS in Applied Behavior Analysis	February 15th	*	*
MS in Athletic Training	February 1st	*	*
MA in Communication	June 1st	November 1st	*
MS in Counseling	February 1st	October 1st	*
EDS in Counseling & Assessment	February 1st	*	*
MS in Education of the Deaf & Hard of Hearing	February 1st	*	*
Doctor of Nurse Anesthesia Practice (BSN-DNAP)	*	*	November 1st
Doctor of Nursing Practice	December 1st	*	*
MS in Psychology	February 15th	*	*
Master of Public Health	April 1st	October 1st	*
MA in Religious Studies	July 15th	December 1st	*
Master of Social Work	January 31st	*	January 31st

* May not accept new applicants for this term. Contact Graduate Program Director to verify.

¹ The above Graduate Programs in bold tend to have a hard deadline.

² Attention!: For the most current and accurate information on deadlines please use the Graduate Catalog or Program's webpage.

Does my Graduate Program have an Early Submission or Priority Deadline?

In general, graduate programs with early submission deadlines or priority deadlines will continue to accept new applications but those who meet this deadline will/may receive priority consideration.

Graduate programs with Early Submission or Priority Deadlines (Soft Deadlines)			
<u>Graduate Program</u>	<u>Fall term</u>	<u>Spring term</u>	<u>Summer term</u>
<u>MA in English</u>	March 1st	October 1st	*
<u>MA in Writing</u>	March 1st	October 1st	*
<u>MA in Secondary Education-English</u>	March 1st	October 1st	*
<u>MS in Student Affairs in Higher Education</u>	February 1st	*	*

* May not accept new applicants for this term. Contact Graduate Program Director to verify.

Couldn't find your Graduate Program's Deadline above?

Programs not listed above adhere to the Graduate College soft deadlines shown in the table below and accept new applicants for any semester in which courses are offered by the program.

Graduate College Deadlines		
<u>Fall term</u>	<u>Spring term</u>	<u>Summer term</u>
July 20th	December 20th	May 20th

Can I begin my Graduate Program in the Summer Term (June-August)?

Not all graduate programs permit new applicants to begin in summer. At the very least the Graduate Program to which you are applying must be offering graduate courses that term. Check the Class Schedule, Projected Course Offerings or contact the Graduate Program Director to find out whether classes will be offered: <http://www.missouristate.edu/ClassSchedule/>.

Does my Graduate Program have a Separate Departmental Application to Submit?

In general, most graduate programs do not have a second application. Those that do have a second application that must also be completed are listed below. As always, verify with the Program Director as well.

Graduate Programs with an additional application to complete
<u>Graduate Program</u>
<u>MS in Applied Behavior Analysis</u>
<u>MS in Cell & Molecular Biology</u>
<u>MS in Counseling</u>
<u>MS in Psychology - Clinical</u>
<u>MS in Psychology - Experimental</u>
<u>MS in Psychology – IO</u>
<u>Master of Social Work</u>
<u>Doctor of Nurse Anesthesia</u>
<u>Doctor of Nursing Practice</u>

How will I Designate How or Where I wish to Earn my Degree?

Some graduate programs have different modalities or locations from which you can work to earn your degree or certificate. These different modalities are designated at the end of the Planned Program of Study.

DISCLAIMER: Please be aware that it may be that not all tracks, option areas, or emphases within a graduate program are available 100% online though at least one track will be, if listed (Online).

Program Options Listed on the Planned Program of Study		
<u>Modality</u>	<u>Definition</u>	<u>Example</u>
Accelerated*	Restricted to currently enrolled undergraduate students at MSU, Evangel and SBU.	<u>Master of Science in Chemistry- Accelerated</u>
Evening*	The program can be completed by taking all courses in the evening.	<u>Master of Accountancy (Evening)</u>

Executive*	Special cohorts which are by invitation only.	<u>Master of Business Administration-Executive</u>
Off-Campus Sites*	The program can be completed by taking all courses at the location. Course delivery may vary (e.g. Traditional, Blended, Interactive Video, iCourse, etc.).	<u>Master of Science in Education in Literacy(Lebanon)</u>
Online*	The program can be completed by taking all courses delivered online.	<u>Master of Business Administration (Online)</u>

* As always, verify details about the availability of each modality with the Graduate Program Director.

Which Degrees and Graduate Certificates are offered at Missouri State University?

When choosing your Planned Program of Study, be sure to give special attention to whether the program is a Graduate Certificate or a Degree.

Certificates and Degrees Offered at Missouri State University		
<u>Diploma</u>	<u>Description</u>	<u>Example</u>
Graduate Certificate	One-year long graduate program (9-16 graduate hours). It is not a degree nor teacher certification.	<u>Graduate Certificate in Conflict and Dispute Resolution</u>
Master's Degree (e.g. MS, MA, MGS, MAT, MASLA, etc.)	Two to three yearlong graduate degree (30-60 graduate hours). Applicant must have earned or be earning a bachelor's degree shortly hereafter.	<u>Master of Science in Biology</u>
Specialist Degree	Two to three yearlong degree program (36-84 graduate hours). Sometimes but not always requiring a Master's degree.	<u>Specialist in Education in Counseling and Assessment</u>
Professional Doctorate	Two to four yearlong graduate degree. Sometimes but not always requiring a Master's degree.	<u>Doctor of Nursing Practice (Pre-Admission to DNP)</u>