

THE UNIVERSITY OF SOUTH DAKOTA GRADUATE SCHOOL

GRADUATE APPLICATION FOR ADMISSION

GRADUATE APPLICATION INSTRUCTIONS: STUDENTS FROM THE UNITED STATES

Thank you for your interest in The University of South Dakota. If you have any questions about the application process please call us at 1-800-233-7937 or e-mail at grad@usd.edu. We look forward to receiving your Application for Admission.

Unique Applications for Specific Programs

For Occupational Therapy, go online to <http://www.usd.edu/health-sciences/occupational-therapy/ot-admissions.cfm> or contact 605-677-5600.

For Physician Assistant Studies, go online to <http://www.usd.edu/health-sciences/physician-assistant/admissionsprocess.cfm> or contact 605-677-5128

For Vermillion Campus Physical Therapy, go online to <http://www.usd.edu/health-sciences/physical-therapy/ptadmissions.cfm> or contact 605-677-5000

For the online Transitional Doctorate in Physical Therapy, please fill out this graduate application form.

MATERIALS REQUIRED TO COMPLETE A GRADUATE APPLICATION AT USD:

- 1. APPLICATION:** Download a copy of the application, complete it and send to the Graduate School either electronically or by mail. Faxed copies are not acceptable.
Mail: Send the application to the address listed below
Electronically: Depending upon payment type, the applicant can submit his/her application in one of two ways:
If paying by credit card, submit the completed application through the following link: <https://www.usd.edu/graduate-school/apply>
If paying with cash, check, or money order, e-mail the completed application to grad@usd.edu.
- 2. APPLICATION FEE:** An application fee of \$35.00 U.S. dollars must accompany each Application for Admission. You may pay the Application Fee by credit card, personal check or money order, as instructed above. **The application fee cannot be waived or deferred and is not refundable.**
- 3. TRANSCRIPTS:** Provide **one official** transcript from each prior college or university you have attended. Graduates of The University of South Dakota or any South Dakota public university may provide unofficial transcripts. Transcripts **must be** sent directly from each prior college or university to The University of South Dakota Graduate School (see address below).
- 4. LETTERS OF RECOMMENDATION:** Recommendation forms may be downloaded from www.usd.edu/grad/how-to-apply.cfm. The completed and signed forms can be sent directly to the Graduate School by the recommender or mailed to the applicant in a sealed envelope with the signature of the recommender placed across the seal. In the latter case, the applicant would send the sealed letters of recommendation to the Graduate School. The requirement is three letters of recommendation for most programs with the exceptions being the MBA requiring two and the PhD in Counseling and Psychology in Education requiring five.
- 5. ADMISSION TEST SCORES:** If test scores are required by a graduate degree program, the test score reports must be sent directly to the Graduate School from the testing center. The applicant may wish to include a copy of the test scores in their application packet.
- 6. STATEMENT OF PURPOSE:** Applicants are encouraged to provide information about their reason for pursuing graduate studies, interest in research or creative activity relevant to their proposed graduate program, and goals for the future. Not all graduate programs require a formal statement of purpose and instead, require supplemental information. If their program does not have a statement of purpose requirement, the applicant should submit a general goal statement as to why he/she wants to attend graduate school.

SUPPLEMENTAL INFORMATION:

Some departments require supplemental forms to be included with the application. A list of programs and their application requirements is provided on the USD Graduate School Supplemental Website.

DEADLINES FOR APPLICATIONS:

All required materials must be received at least four weeks prior to the start of the semester. Many departments have deadline dates that are earlier than four weeks. Please refer to the Graduate School Application Deadline Website at: <http://www.usd.edu/grad/future-students.cfm>

All required materials are to be mailed or returned to:

The Graduate School
University of South Dakota
McKusick Room 202
414 East Clark Street

Vermillion, South Dakota 57069-2390
www.usd.edu/grad

GRADUATE APPLICATION INSTRUCTIONS: INTERNATIONAL STUDENTS

Thank you for your interest in The University of South Dakota. Please contact the International Recruitment Coordinator with any questions about requirements for international students. Phone 605-677-6061 or email at istr@usd.edu. We look forward to receiving your Applicant for Admission.

Unique Applications for Specific Programs

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Mail: Send the application to the address listed below
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If paying by credit card, submit the completed application through the following link: <https://www.usd.edu/graduate-school/apply>
If paying with cash, check, or money order, email the completed application to grad@usd.edu.
- 2. APPLICATION FEE:** An application fee of \$35.00 U.S. dollars must accompany each Application for Admission. You may pay the Application Fee by credit card, personal check or money order, as instructed above. The application fee cannot be waived or deferred and is not refundable.
- 3. TRANSCRIPTS:** Provide **one official** transcript of all academic work at the undergraduate and graduate levels (with English translation stating a 2.7 or better undergraduate grade point average based on a 4.0 system). The USD Graduate School and/or academic departments retain the right to require an Educational Credential Evaluators/World Education Services (ECE/WES) evaluation for a student if such an evaluation is deemed necessary. Transcripts **must be** sent directly from the institution to the University of South Dakota Graduate School (see address listed below).
- 4. LETTERS OF RECOMMENDATION:** Recommendation forms may be downloaded from www.usd.edu/grad/how-to-apply.cfm. The completed and signed forms can be sent directly to the Graduate School by the recommender or mailed to the applicant in a sealed envelope with the signature of the recommender placed across the seal. In the latter case, the applicant would send the sealed letters of recommendation to the Graduate School. The requirement is three letters of recommendation for most programs with the exceptions being the MBA requiring two and the PhD in Counseling and Psychology in Education requiring five.
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- 6. STATEMENT OF PURPOSE:** Applicants are encouraged to provide information about their reason for pursuing graduate studies, interest in research or creative activity relevant to their proposed graduate program, and goals for the future. Not all graduate programs require a formal statement of purpose and instead, require supplemental information. If their program does not have a statement of purpose requirement, the applicant should submit a general goal statement as to why he/she wants to attend graduate school.
- 7. TOEFL or IELTS SCORES:** International students, whose native language is other than English, must have official copies of TOEFL or IELTS scores sent to The University of South Dakota Graduate School, A minimum score of 79 on the internet based test or 550 on the paper test or 213 on the computer-based test is required. For the IELTS, a minimum band score of 6.0 is required. Some programs require higher scores; please contact individual departments for details. These scores are not required for international students who have obtained an undergraduate or graduate degree from either a U.S. college or university or from a university or college whose classes were primarily taught in English.
- 8. STATEMENT OF FINANCES:** A Statement of Finances and certified bank statement or sponsor's letter showing that the student is financially self-supported are required of all international students. Below is the link to the statement of finances document:
<http://grad/upload/International-Financial-Ability-Form.pdf>

SUPPLEMENTAL INFORMATION:

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THE UNIVERSITY OF SOUTH DAKOTA GRADUATE SCHOOL

PROGRAMS AND SPECIALIZATIONS:

MASTER'S PROGRAMS

MASTER OF PROFESSIONAL ACCOUNTANCY (M.P.A.)

MASTER OF ADDICTION STUDIES (M.A.)

MASTER OF SCIENCE IN ADMINISTRATION (M.S.A.)*

- Alcohol & Drug Studies
- Criminal Justice
- Organizational Leadership
- Human Resource Management
- Health Services Administration
- Interdisciplinary Studies
- Long-Term Care Administration

MASTER OF FINE ARTS IN ART (M.F.A.)

- Painting
- Printmaking
- Sculpture
- Graphic Design
- Photography

MASTER OF SCIENCE IN BASIC BIOMEDICAL SCIENCES (M.S.)

MASTER OF SCIENCE/MASTER OF ARTS IN BIOLOGY (M.A./M.S.)

MASTER OF SCIENCE IN BIOMEDICAL ENGINEERING (M.S.)

MASTER OF BUSINESS ADMINISTRATION (M.B.A.)

- General
- Health Services Administration

MASTER OF SCIENCE IN CHEMISTRY (M.S.)

MASTER OF ARTS IN COMMUNICATION STUDIES (M.A.)

MASTER OF SCIENCE IN COMPUTER SCIENCE (M.S.)

MASTER OF ARTS IN COUNSELING & PSYCHOLOGY IN EDUCATION (M.A.)*

- Clinical Mental Health
- Educational Psychology
- School Counseling
- Substance Abuse Counseling

MASTER OF ARTS IN EDUCATIONAL ADMINISTRATION (M.A.)*

- Elementary School Principal
- Secondary School Principal
- Pre-K-12 Principal
- School District Superintendent
- Curriculum Director
- Adult & Higher Education

MASTER OF ARTS IN ELEMENTARY EDUCATION (M.A.)

- General
- Reading Specialist/Literacy Coach

MASTER OF ARTS IN ENGLISH (M.A.)*

- Literature
- Creative Writing
- TESOL

MASTER OF ARTS IN HEALTH, PHYSICAL EDUCATION & RECREATION (M.A.)

MASTER OF ARTS IN HISTORY (M.A.)

MASTER OF ARTS IN INTERDISCIPLINARY STUDIES (M.A.)

MASTER OF ARTS/MASTER OF SCIENCE IN MATHEMATICS (M.A./M.S.)

MASTER OF MUSIC (M.M.)*

- Music History
- History of Music Instruments
- Music Performance
- Music Education

MASTER OF NATURAL SCIENCE (M.N.S.)

MASTER OF SCIENCE IN OCCUPATIONAL THERAPY (M.S.)

MASTER OF SCIENCE IN PHYSICIAN ASSISTANT STUDIES (M.S.)

MASTER OF SCIENCE IN PHYSICS (M.S.)

MASTER OF ARTS IN POLITICAL SCIENCE (M.A.)

MASTER OF ARTS IN PSYCHOLOGY (M.A.) (Non-Terminal)

- Human Factors
- Clinical Psychology

MASTER OF PUBLIC ADMINISTRATION (M.P.A.)

- General
- Criminal Justice
- Health Services Administration
- Leadership Studies
- Nonprofit Administration
- State and Local Government Administration

EXECUTIVE MASTER OF PUBLIC ADMINISTRATION (EMPA)

MASTER OF ARTS IN SECONDARY EDUCATION (M.A.)

MASTER OF ARTS IN SPEECH-LANGUAGE PATHOLOGY (M.A.)

MASTER OF SOCIAL WORK (M.S.W.)

MASTER OF ARTS IN SPECIAL EDUCATION (M.A.)*

- Advanced Specialist in Disabilities
- Multicategorical Special Education K-12
- Early Childhood Special Education

MASTER OF SCIENCE IN TECHNOLOGY FOR EDUCATION & TRAINING (M.S.)

MASTER OF ARTS IN THEATRE (M.A.)

MASTER OF FINE ARTS IN THEATRE (M.F.A.)*

- Directing
- Design

*** Applicants must choose a specialization with this degree program.**

THE UNIVERSITY OF SOUTH DAKOTA GRADUATE SCHOOL

PROGRAMS AND SPECIALIZATIONS:

DOCTORAL PROGRAMS

DOCTOR OF PHILOSOPHY IN BASIC BIOMEDICAL SCIENCES (PH.D.)

- General
- Neuroscience
- Infectious Diseases
- Physiology and Pharmacology

DOCTOR OF PHILOSOPHY IN BIOLOGICAL SCIENCES (PH.D.)

- General
- Neuroscience

DOCTOR OF PHILOSOPHY IN BIOMEDICAL ENGINEERING (PH.D.)

DOCTOR OF AUDIOLOGY (AU.D.)

DOCTOR OF PHILOSOPHY IN COUNSELING & PSYCHOLOGY IN EDUCATION (PH.D.)*

- Educational Psychology
- School Psychology
- Counselor Education

EDUCATIONAL DOCTORATE IN CURRICULUM & INSTRUCTION (ED.D.)

EDUCATIONAL DOCTORATE IN EDUCATIONAL ADMINISTRATION (ED.D.)*

- Elementary School Principal
- Secondary School Principal
- Pre-K-12 Principal
- School District Superintendent
- Curriculum Director
- Adult and Higher Education
- Director of Special Education

DOCTOR OF PHILOSOPHY IN ENGLISH (PH.D.)*

- Literary Studies: Critical
- Literary Studies: Creative

JURIS DOCTORATE OF LAW (J.D.)

Joint Program Options:

- Administration (J.D./M.S.A.)
- Business Administration (J.D./M.B.A.)
- Educational Administration (J.D./M.A.)
- English (J.D./M.A.)
- History (J.D./M.A.)
- Professional Accountancy (J.D./M.P.A.)
- Psychology (J.D./M.A.)
- Political Science (J.D./M.A.)
- Public Administration (J.D./M.P.A.)

DOCTOR OF PHILOSOPHY IN MATERIALS CHEMISTRY (PH.D.)

DOCTOR OF MEDICINE (M.D.)**

DOCTOR OF PHILOSOPHY/DOCTOR OF MEDICINE (PH.D./M.D.)**

DOCTORATE OF PHYSICAL THERAPY (D.P.T.)

TRANSITIONAL DOCTORATE OF PHYSICAL THERAPY (T.D.P.T.)

DOCTOR OF PHILOSOPHY IN POLITICAL SCIENCE (PH.D.)

DOCTOR OF PHILOSOPHY IN PSYCHOLOGY (PH.D.)*

- Human Factors
- Clinical Psychology

SPECIALIST PROGRAMS

EDUCATIONAL SPECIALIST IN COUNSELING & PSYCHOLOGY IN EDUCATION (ED.S.)*

- Educational Psychology
- School Psychology
- Counselor Education

EDUCATIONAL SPECIALIST IN CURRICULUM & INSTRUCTION (ED.S.)

EDUCATIONAL SPECIALIST IN EDUCATIONAL ADMINISTRATION (ED.S.)*

- Elementary School Principal
- Secondary School Principal
- Pre-K-12 School Principal

CERTIFICATE PROGRAMS

GRADUATE CERTIFICATE IN ALCOHOL AND DRUG STUDIES

GRADUATE CERTIFICATE IN DISASTER MENTAL HEALTH

GRADUATE CERTIFICATE IN LONG-TERM CARE MANAGEMENT

GRADUATE CERTIFICATE IN LITERACY LEADERSHIP & COACHING

GRADUATE CERTIFICATE IN STATE GOVERNMENT LEADERSHIP

* Applicants must choose a specialization with this degree program.

** Applicants must apply through the Medical School.

THE UNIVERSITY OF SOUTH DAKOTA GRADUATE SCHOOL

GRADUATE APPLICATION FOR ADMISSION

If you are a prospective student with a disability and need assistance or accommodations during the admission/application process, please contact the Director of Disability Services, The University of South Dakota, 414 East Clark Street, 119B Service Center North, Vermillion, SD 57069. Phone: 605-677-6389 Fax: 605-677-3172 Email: dservice@usd.edu

PERSONAL INFORMATION

1. Name: _____
Last
First
Middle

2. Other name(s), if any, that may appear on academic records _____

3. U.S. Social Security Number _____ 4. Gender _____ Female _____ Male

Use of Social Security Number We are requesting your SSN for administrative record accuracy and reporting. Disclosure of your SSN is voluntary and if you decline to provide it to us this action will not affect your admissions eligibility. However, we request this information from you in order to meet our federal obligation to report student employment, Hope and Lifetime scholarship tax information, and federal financial aid. The SSN number is confidential information under the Federal Educational Rights to Privacy Act and we will not release it without your consent. Having your SSN on record will enable the university to keep accurate information and to report it promptly

5. Current Address _____ 6. Permanent Address, if different _____

Street _____

City _____

State _____ Zip Code _____

Street _____

City _____

State _____ Zip Code _____

7. Telephone _____ 8. E-mail _____
Preferred
Secondary

9. Place of Birth _____ 10. Date of Birth _____
Month
Day
Year

11. What is your state of residency? * _____ 12. How long? _____

*To be classified as a **South Dakota resident student** you must meet the following criteria: 1. You have continuously resided in South Dakota for at least twelve consecutive months immediately preceding the first scheduled day of classes at a SD institution of higher learning and you have not attended any classes offered by a state university in the regental system during those 12 months OR 2. You are under 21 years of age and follow the residence of my parent(s) or legal guardian(s) and at least one of your parents is a resident of SD OR 3. You or your spouse or your parent/legal guardian is in the military and has maintained SD as his/her Home of Record during the last 12 months OR 4. You were a SD resident at the time of high school graduation and lived with a parent or legal guardian who was also a SD resident. For exceptions see: www.usd.edu/registrar

13. Citizenship: _____ U.S. Citizen _____ U.S. Permanent Resident (*Mail a copy of both sides of your I-551 card.*)
 _____ Other (Indicate Below)

Country of Citizenship _____ Visa Type _____

ADMISSION INFORMATION

1. For which session are you applying? (Indicate Year) Fall 20 _____ Spring 20 _____ Summer 20 _____

2. Intended degree:

- | | | |
|--|--|---------------------------------|
| _____ Doctor of Audiology | _____ Master of Arts | _____ Master of Natural Science |
| _____ Doctor of Education | _____ Master of Professional Accountancy | _____ Master of Science |
| _____ Doctor of Philosophy | _____ Master of Public Administration | _____ Master of Music |
| _____ Doctor of Physical Therapy | _____ Master of Business Administration | _____ Master of Social Work |
| _____ MD/PhD | _____ Master of Fine Arts | _____ Specialist in Education |
| _____ Transitional Doctorate of Physical Therapy (t-DPT) | _____ Executive Master of Public Administration (EMPA) | |

PROFESSIONAL EXPERIENCE AND REFERENCES

1. List Recent Work History or Teaching Experience

Job Title	Employer	Dates

2. List the Names of three (3) references. These individuals should be familiar with your professional and educational work and be able to evaluate your potential success as a graduate student. Refer to the recommendation form for further instructions.

Please note that some programs may require a different number of references; please see the program supplemental page for details.

PROFESSIONAL CONDUCT

Please answer the following questions with “Yes” or “No”: (If you answer yes, please elaborate in the space provided)

1. Have you ever been suspended or terminated by a graduate program? Yes No

If yes, please describe below.

2. Have you ever been convicted of a felony? Yes No

If yes, please describe below.

Note: Select programs require acceptable results from a criminal background check before acceptance is finalized. All graduate students seeking graduate assistantships must have acceptable results from a criminal background check to qualify for an assistantship.

GRADUATE ADMISSIONS TESTS

ALL official test scores must be submitted **directly** to The University of South Dakota Graduate School.

I plan to take/ took the GRE on ____/____ and my scores are: V ____ Q ____ A ____ Writ. Assess. ____ Subject _____

I plan to take/ took the MAT on ____/____ and my score was: _____

I plan to take/ took the GMAT on ____/____ and my scores are: V ____ Q ____ AWA ____

I plan to take/ took the LSAT on ____/____ and my score was: _____

I plan to take/ took the TOEFL on ____/____ and my score are: Sect. 1 ____ Sect. 2 ____ Sect. 3 ____ Total ____

I plan to take/ took the IELTS on ____/____ and my band score was: _____

Where or how did you first learn about The Graduate School at The University of South Dakota?

INFORMATION REQUEST (OPTIONAL) Do not wish to respond

The information requested below is used to comply with Title VI of the Civil Rights Act of 1964. As an applicant, responding to these questions is optional and your response will in no way affect your admission. However, we are asking for the information now to avoid a separate request once a person is an enrolled student. We use the data in aggregated form only to comply with federal reporting requirements.

1. Please indicate if you are of Hispanic/Latino(a) ethnicity:

Hispanic/Latino(a) (A person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race).

NonHispanic /Latino(a)

2. Please indicate your race (mark one or more):

American Indian/Alaska Native (A person having origins in any of the original peoples of North America, and who maintains Cultural identification through tribal affiliation or community recognition.)

Asian (A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent. This area includes, for example, China, India, Japan, and Korea.)

Black/African American (A person having origins in any of the black racial groups of Africa.)

Native Hawaiian/Other Pacific Islander (A person having origins in any of the original peoples of the Pacific Islands. This area includes, for example, the Philippine Islands, Samoa, and Hawaii.)

White (A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.)

Other

FINAL CHECKLIST

Please Indicate:

- _____ I have requested 1 official transcript from all institutions of higher education I have attended. (Unofficial for South Dakota Board of Regents system graduates).
- _____ I have requested an official score report for the GRE, GMAT, MAT, LSAT, if applicable
- _____ I have requested three (3) letters of recommendations. (Exceptions: Five (5) for the PhD in Counseling and Psychology in Education; Two (2) for the School of Business)
- _____ I have submitted the \$35.00 application fee.

International Students:

In addition to the above, please indicate:

- _____ I have requested an official score report or notarized copy for the TOEFL or IELTS, if applicable
- _____ One official transcript from each college or university attended with English translation and the degree or equivalent clearly stated must be submitted.
- _____ I have submitted a Graduate Official Financial Ability Form (Statement of Finances) and certified bank statement or sponsor's letter showing that I am financially self-supported.

Please send all application materials to:
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University of South Dakota
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Vermillion, South Dakota 57069-2390
www.usd.edu/grad

I certify that the information contained in this application is factually correct and complete. I understand that the omission or misrepresentation of any information including enrollment in other colleges or university is sufficient grounds for canceling my admission or registration.

Signature _____

Date _____

NOTICE OF NON-DISCRIMINATION

The University of South Dakota is committed to nondiscrimination on the basis of race, sex, national origin, disability, religion, age, sexual orientation, or other nonmerit reasons, in admissions, educational programs or activities and employment (including employment of disabled veterans and veterans of the Vietnam Era), as required by applicable laws and regulations. Responsibility for coordination of compliance efforts and receipt of inquiries, including those concerning Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, has been delegated to the Director of Disability Services, 119B Service Center North, USD, Vermillion, SD 57069. Phone: 605-677-6389 Fax: 605-677-3172 Email: dservice@usd.edu