
UNM DEPARTMENT OF SPEECH & HEARING SCIENCES

APPLICATION TIPS

THE APPLICATION DEADLINE IS FEBRUARY 1ST.

See the department website <http://shs.unm.edu/programs/master-of-science/apply/> for further information, including the Application Process Guide, a step-by-step guide to using UNM's online application process, ApplyYourself.

TRANSCRIPTS

Admissions requires one copy of official transcripts from every academic institution you have attended since high school to be included in your application packet. These must be in the sealed envelope in which they were sent to you. If you open the envelope, the transcript is no longer considered official and your application will be considered incomplete. Unofficial or official copies of transcripts should also be sent to the department via the online ApplyYourself system. For courses in progress at the time of application, please arrange to have an additional transcript sent directly to the department when you have completed those courses.

LETTERS OF RECOMMENDATION

We require three letters of recommendation. You will enter the names and contact information for your recommenders into the ApplyYourself system, and they will upload their letters right into the system.

The letters that are most helpful in our admissions decision process are ones that come from faculty with whom you've taken classes. We encourage you to obtain *two* letters from faculty member: *one* from an SHS/CSD faculty member, *one* from a faculty member in another academic discipline. The third letter of recommendation could come from a student's a mentor in his/her community.

Give your recommenders plenty of time to complete the letters and submit them online. Most prefer that you give them your resume, an unofficial transcript and clear instructions on how to fill out and submit the letter, including the deadline dates. Most faculty prefer that you get the materials to them by the end of November for January and February deadlines. For students requesting letters of recommendation from UNM SHS faculty, the list of required materials can be found here: <http://shs.unm.edu/documents/letterofrecmateriallist.pdf>. You will need to provide signed releases for letters of recommendation, provided at <http://shs.unm.edu/documents/letterofrecrelease.pdf>.

GRE SCORES

For your application to be complete, copies of your GRE (Graduate Record Examination) scores must be sent to the department via the ApplyYourself system. At the time you take the test or afterwards, you must also arrange to have your score officially reported directly to the University of New Mexico. Make sure to take the test early enough for your score to arrive by the application deadline. Your GRE scores must be taken no more than five years before the application deadline.

While academic course content and grading systems can vary widely, GRE testing procedures are the same for all applicants, which provides us with additional useful information. It is in your best interest to prepare thoroughly

and do as well as you can on this exam, but GRE scores are only one of the many application materials we consider. We do not use any “cut-off” guidelines for GRE scores.

GRADE POINT AVERAGE

Applicants must have a minimum GPA of 3.4 (on a 4-point scale) in all communication sciences and disorders/speech and hearing sciences coursework that they have completed. Most successful applicants have a considerably higher GPA in those courses as well as an overall GPA of at least 3.0 overall. If your transcript shows weak performance at any stage, you should offer an explanation in your letter of intent.

LETTER OF INTENT

No official guidelines are provided for letters of intent; however, we normally expect that it will include an explanation of why you wish to attend this graduate program and why you think you will succeed here. You can use the letter to highlight your strengths and experiences, explain any special circumstances, and tell us your goals. Examples of strengths and experiences include, but are not limited to, fluency in additional languages, volunteer work or employment experiences in related fields, and any prior research-related experiences.

Most letters are approximately two pages long. Spelling, grammar, and clarity of expression in the letter should be impeccable; we will use the letter not only to learn about you but also to assess your writing ability.

SPEECH & HEARING SCIENCES APPLICATION FOR SCHOLARSHIPS, ASSISTANTSHIPS AND OTHER FINANCIAL AID

If you wish to be considered for any of the types of aid administered through this department, fill out the “Department Financial Aid Information and Application” form located here <http://shs.unm.edu/programs/master-of-science/apply/index.html>, and include it with your online application. Refer to the *Financial Matters* pages for an explanation of various sources of financial aid. If you are not sure, it is best to fill out the form so we have it on file in case something in which you are interested becomes available. You also should file a FAFSA in order to be considered for certain need-based scholarships offered at UNM.