# Step-by-step Application Instructions for UNM's Speech and Hearing Sciences Department M.S. in Speech-Language Pathology

For additional help with this process, please reference our website and bookmark the Admissions Workshop dates

## 1. Click this <u>link</u> to go to UNM's online application system

# **Apply Now**

Graduate Studies does not process applications for admission. The Dean of Graduate Studies must approve petitions for waivers or exceptions to admissions requirements. Individual graduate programs have specific requirements for admissions, as well as different deadlines. Before applying, be sure to review the departmental requirements and instructions. All questions about the admission process itself should be directed to the Office of Admission, the International Admissions Office (for international applicants), and to the graduate advisor in the graduate program to which you are applying.

To apply for admission, begin by selecting the Apply Now button below and the Sign-up link at the bottom of the next page to create your username and password. An email with your username and a link to create your password will be sent to the email address you provide. This username and password is so that you can return to work on your application over several sessions. Your information is transmitted through a secured server and is not reviewed for admission until you submit your application.

When you have completed your application and are ready to submit it, you will be required to pay an application fee (\$60 for domestic applications, \$70 for international applications) via credit card online. No application will be processed until the correct application fee is paid. Please carefully read the instructions that appear throughout the application pages. You can only submit your application one time. Please go here for information about undocumented application requirements.

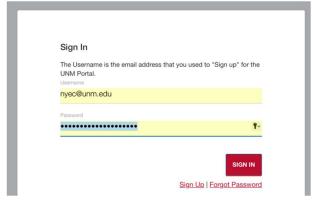
Email: unmgrad@unm.edu. For international admissions, email: goglobal@unm.edu



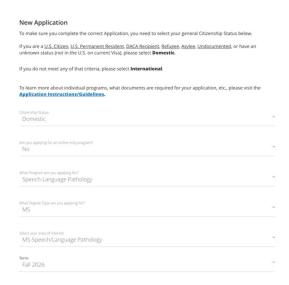
#### **Reset Username or Password**

If you forget your Password, you may request your password by selecting the Forgot Password Link on the Online Application Sign-In Page. Enter your Username and select the Request Password button. You will then go to your Username email inbox to find the email titled - Your New UNM Online Application Password. Select the Join the Pack!, button and then Change Your Password. If you need assistance, send an email to unmgrad@unm.edu and we will respond by the next business day.

### 2. Create an account



3. Start an application



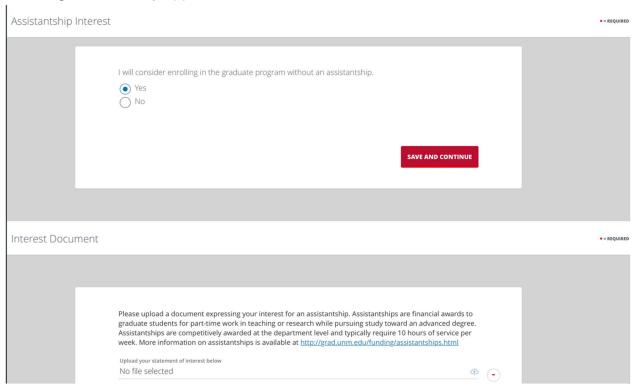
4. You will need to complete all areas. However, please note that many of the items within each section are optional (i.e. you may decline to answer).



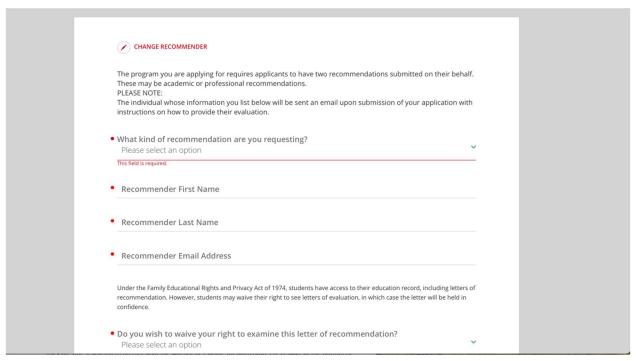
5. Be sure to include educational information for all institutions that includes SHS or CSD coursework

\*Note although it is not part of the online application you also need to mail official transcripts in **SEALED** envelope to UNM Office of Admissions, PO Box 4895, Albuquerque, NM 87196-4895 OR If your institution allows you to directly send official transcripts electronically, email them to apply@unm.edu.

6. If you are interested in an assistantship, please select **yes** and then upload the teaching assistantship <u>application</u>.



7. Enter your information for your letters of recommendation. Please follow the instructions and guidelines found <a href="here">here</a>. Please note that once you enter in the email address of the reviewer, a request will automatically be sent (regardless if you have submitted your application).



- 8. Upload your written application in the section for the letter of intent. Follow the instructions listed here.
- 9. GRE scores are not required. Please do *not* upload videos.

Everything, including recommendation letters, is due by February 1, so start early and check your application often!

If you have trouble during the application process, you may contact the following resources:

- For technical/system difficulties, email: <u>unmgrad@unm.edu</u>. For international admissions, email: <u>goglobal@unm.edu</u>
- For content questions, Speech and Hearing Sciences: 505-277-4453;
  <a href="mailto:shsadmin@unm.edu">shsadmin@unm.edu</a>