

GRADUATE APPLICATION CHECKLIST

1. CREATE ONLINE APPLICATION PROFILE

- Go to: https://gradsis.ucr.edu/gradsis/GSIS_LOGIN.Login_student and create an identity to begin your online graduate application
- Select “Complete a New Application to Graduate Status”

2. FILL OUT APPLICATION SECTIONS

Have these items readily available to reference while filling out the application for all programs:

- Transcripts for all colleges and universities you attended
- Contact information for three letters of recommendation including address, phone and email
- Statement of purpose and personal history essays

Additional documents for MA/PhD application:

- GRE test scores

Additional documents for PhD application:

- Writing sample
- UCR faculty name and date of contact (if applicable)

3. SUBMIT APPLICATION AND PAY FEE

- Carefully review all sections of the application
- Pay the application fee with credit card

4. SEND DOCUMENTS TO UCR

- Mail official transcripts to:
 - Graduate Programs
 - Graduate School of Education
 - 900 University Avenue
 - 1207 Sproul Hall
 - Riverside, CA 92521
- MA/PhD applicants should electronically submit GRE scores to R4839

Note: you may email unofficial transcripts to edgrad@ucr.edu for the application review process. If you are offered admission/accept, then official transcripts will be required.