

## TIPS

- Tip 1: The top reason applications are not complete by the application deadline of December 1<sup>st</sup>: official GRE scores noting test results for all scores entered on your application are not received by the department. Please be sure to give ETS at least **4-5 weeks** to mail your official GRE scores to Institution Code 4846 and Department Code 2016 (or any of the following – 2001 Clinical; 2002 Cognitive; 2015 Social; 2006 Dev/Child).
- Both codes are required or they will not be received by the department.
  - ETS only prints/mails official scores **twice a week**.
  - Electronic scores are not received by the department.
- Tip 2: The second reason applications are not complete by the application deadline of December 1<sup>st</sup>: Three letters of recommendation are not received by the application deadline of December 1<sup>st</sup>. After entering the contact information for each reference, an automated email is immediately sent to the writer while you continue working on your application.
- Once you submit your application, you will be able to view a checklist noting which letters have been received and those that have not yet been uploaded. For those that have not been received, and after conferring with the writer, you can send them a remember email from that checklist.

## Checklist of Required Materials, due by December 1st

This is for your records, you might consider noting the date that each item was completed in case you need to refer back to an item.

- \_\_\_\_\_ Request that ETS mail your official GRE scores containing all test dates that you intend to include in your application to Institution Code 4846 and Department Code 2016 (see TIP 1 above).
- \_\_\_\_\_ If an international student without a bachelor's/master's from a U.S. Institution, request that ETS mail your official TOEFL or IELTS scores to Institution Code 4846. Official TOEFL score of 88 or IELTS total score of 7.0 is required.
- \_\_\_\_\_ Upload to your online application the following materials:
  - \_\_\_\_\_ Transcripts. Upload as a PDF a transcript from each college/university attended when completing the Educational History section of the online application.
  - \_\_\_\_\_ GRE scores. Upload as a PDF your GRE scores. This must include test results for all scores posted to your application.

- \_\_\_\_\_ Also request official GRE scores noting test results for all scores entered on your application are mailed to Institution Code 4846 and Department Code 2016 so that results are received by December 1<sup>st</sup> (see Tip 1 above).
  
- \_\_\_\_\_ Personal Statement. Upload as a PDF your 2-4 page personal statement. This should (a) discuss your main research interests, ideas, and questions; (b) explain how your research experiences (e.g., professional work, research, volunteering) so far informs your interest and future goals; (c) state why you believe the University of Oregon is a good place for you to continue your research; and (d) discuss how your plan of study relates to the research interests of the professors you would like to work with.
  
- \_\_\_\_\_ Writing Sample. Upload as a PDF a recent class paper, thesis, or article.
  
- \_\_\_\_\_ Curriculum Vita/Resume. Uploaded as a PDF your CV/Resume.
  
- \_\_\_\_\_ Request official transcripts from all colleges/universities be mailed to our university's admissions office: Office of Admissions, 1217 University of Oregon, Eugene OR 97403-1217.
  
- \_\_\_\_\_ After submitting online application, periodically review the online checklist for any missing materials. All required materials must be received by 5:00pm Pacific Time on December 1<sup>st</sup>.

If you have any questions or concerns, please contact our Graduate Secretary at [lolsen@uoregon.edu](mailto:lolsen@uoregon.edu)