

APPLICATION FOR GRADUATE ADMISSIONS for U.S. Citizens and Permanent Residents

Ch	ecklist for Graduate School Admissions
	Application, completed in its entirety
	In-state tuition request form (printed page 7), if applicable
	Official transcript(s) from all institutions where a degree was received or graduate level work was taken.
	Application fee (Please review and attach the Payment Processing Form, printed page 9.)
	Official test scores should be sent to Graduate School Admissions (ETS Institution Code: 5859)
Ch	ecklist for Your Department/Program
	Letters of recommendation (make sure to list each evaluator in the application)
	Official transcript(s) from all institutions where a degree was received or graduate level work was taken to the department
	Statement of Purpose
	Supplemental information
	Test scores (GRE, GMAT, and/or TOEFL)
Che	ck the website of the department for specific details on their requirements.

Test Scores

While we ask that you report your scores on this application, the official information must come from the respective testing agencies. Applications are not considered complete until this information is reported by the testing agencies.

Educational Testing Services (ETS) Institution Code is 5859.
Graduate Management Admissions Test (GMAT) Institution Codes are: 53B-XS-08 MBA, Full-time (Blacksburg) 53B-XS-06 PMBA, Full-time (Richmond/Roanoke) 53B-XS-35 EMBA, Full-time (National Capital Region) 53B-XS-97 MBA, Part-time (National Capital Region) 53B-XS-34 ACIS, (Blacksburg) 53B-XS-59 PhD Programs (Blacksburg)

Financial Aid Information

If you are a U.S. Citizen or Permanent Resident, you may want to consider financial aid opportunities. The Virginia Tech Office of University Scholarships and Financial Aid can provide information about funding opportunities at www.finaid.vt.edu. You must file a Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov to be considered for this aid.

Financial assistance may be available through the department to which you are applying in the form of an assistantship (GTA/GRA) or fellowships. Check with your intended department for more information.

Virginia Tech does not discriminate against employees, students, or applicants on the basis of race, color, sex, sexual orientation, disability, age, veteran status, national origin, religion, or political affiliation. Anyone having questions concerning discrimination or accessibility should contact the Office for Equal Opportunity.

College Contact Information	on
Agriculture & Life Sciences www.cals.vt.edu	540/231-6503
Architecture & Urban Studies www.caus.vt.edu	540/231-6386
Business (Pamplin) www.pamplin.vt.edu	540/231-6152
Engineering www.eng.vt.edu	540/231-9171
Liberal Arts & Human Sciences www.clahs.vt.edu	540/231-6779
Natural Resources www.cnr.vt.edu	540/231-7051
Sciences www.cos.vt.edu	540/231-5145
Biomedical & Veterinary Sciences www.vetmed.vt.edu	540/231-4992
Campuses Across Virginia	
Blacksburg (main campus) www.vt.edu	540/231-8636
National Capital Region www.ncr.vt.edu	703/538-8327
Hampton Roads 757 www.hrc.vt.edu	7/363-3930 x301
Richmond www.richmond.vt.edu	804/662-7286
Roanoke www.roanoke.vt.edu	540/767-6100
Southwest Virginia www.swcenter.vt.edu	276/619-4311
Virtual Campus www.vto.vt.edu	540/231-1264

Application Deadlines

FALL	August 1
SPRING	January1
SUMMER 1	May1
SUMMER 2	lune 1

Send application and payment to: Graduate School Admissions

Graduate Life Center at Donaldson Brown Virginia Tech (0325) Blacksburg, VA 24061 Fax: 540/231-2039

Questions? Call 540/231-8636 or e-mail *gradg@vt.edu* for assistance.



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List any former names:			Enrollment Information
Social Security Number:			Term of Enrollment
Providing your SSN is optional, but is required of enrolle financial aid and scholarships or be employed on–camp	ed students for federal t	ax reporting. If you intend to apply for	□ SUMMER II year
Student ID Number (if applicable):			Campus □ BLACKSBURG (MAIN)*
Current Mailing Address			□ HAMPTON ROADS □ NATIONAL CAPITAL REGION □ RICHMOND □ ROANOKE □ SOUTHWEST VIRGINIA □ VIRTUAL
			*Blacksburg should be selected if the campus at which you intend to enroll is not listed. Provide details on the supplemental form, page 3 of this application.
city	state	zip country	Degree Level
Current Current Current Evening Phone: Current Grade Grade Home Grade Grade Grade Home Grade Grade Grade Grade Home Grade Grade		Please list your primary phone and e-mail. We value your privacy and will not disclose your information.	☐ DOCTORAL ☐ EDUCATION SPECIALIST ☐ MASTERS ☐ GRADUATE CERTIFICATE ☐ NON-DEGREE
-mail Address:			□ COMMONWEALTH CAMPUS
•			Desired Program Virginia Tech Undergraduates
•			
•			Virginia Tech Undergraduates who are applying to concurrently be in both undergraduate and graduate status at the same time, please indicate in which category
		zip country	Virginia Tech Undergraduates who are applying to concurrently be in both undergraduate and graduate status at the same time, please indicate in which category you will be applying:
city s	state	zip country	Virginia Tech Undergraduates who are applying to concurrently be in both undergraduate and graduate status at the same time, please indicate in which category you will be applying: 152 HR ACIS MASTERS DEGREE BACHELORS/MASTERS DEGREE (HONORS) BACHELORS/MASTERS DEGREE (OPEN)
city s Permanent Daytime Phone:		zip country	Virginia Tech Undergraduates who are applying to concurrently be in both undergraduate and graduate status at the same time, please indicate in which category you will be applying: 152 HR ACIS MASTERS DEGREE BACHELORS/MASTERS DEGREE (HONORS) BACHELORS/MASTERS DEGREE (OPEN) DUAL STUDENT STATUS
city s Permanent Daytime Phone:	state	zip country	Virginia Tech Undergraduates who are applying to concurrently be in both undergraduate and graduate status at the same time, please indicate in which category you will be applying: 152 HR ACIS MASTERS DEGREE BACHELORS/MASTERS DEGREE (HONORS) BACHELORS/MASTERS DEGREE (OPEN)
city s Permanent Daytime Phone:	ome Office M	zip country	Virginia Tech Undergraduates who are applying to concurrently be in both undergraduate and graduate status at the same time, please indicate in which category you will be applying: □ 152 HR ACIS MASTERS DEGREE □ BACHELORS/MASTERS DEGREE (HONORS) □ BACHELORS/MASTERS DEGREE (OPEN) □ DUAL STUDENT STATUS □ COMBINED STUDENT STATUS (ARCHITECTURE ONLY)
city s Permanent Daytime Phone:	ome Office M Office M Please ans questions: Are you H	zip country lobile obile wer both of the following ispanic, Latino, or of Spanish	Virginia Tech Undergraduates who are applying to concurrently be in both undergraduate and graduate status at the same time, please indicate in which category you will be applying: 152 HR ACIS MASTERS DEGREE BACHELORS/MASTERS DEGREE (HONORS) BACHELORS/MASTERS DEGREE (OPEN) DUAL STUDENT STATUS COMBINED STUDENT STATUS (ARCHITECTURE ONLY) Citizenship: U.S. Citizen
city s Permanent Daytime Phone:	ome Office M Please ans questions: Are you H Origin?	zip country lobile obile wer both of the following ispanic, Latino, or of Spanish Yes No	Virginia Tech Undergraduates who are applying to concurrently be in both undergraduate and graduate status at the same time, please indicate in which category you will be applying: 152 HR ACIS MASTERS DEGREE BACHELORS/MASTERS DEGREE (HONORS) BACHELORS/MASTERS DEGREE (OPEN) DUAL STUDENT STATUS COMBINED STUDENT STATUS (ARCHITECTURE ONLY) Citizenship: U.S. Citizen Permanent Resident (copy of PR Card require
City S Permanent Daytime Phone:	ome Office M Please ans questions: Are you H Origin? Please sele	zip country Jobile	Virginia Tech Undergraduates who are applying to concurrently be in both undergraduate and graduate status at the same time, please indicate in which category you will be applying: □ 152 HR ACIS MASTERS DEGREE □ BACHELORS/MASTERS DEGREE (HONORS) □ BACHELORS/MASTERS DEGREE (OPEN) □ DUAL STUDENT STATUS □ COMBINED STUDENT STATUS (ARCHITECTURE ONLY) Citizenship: □ U.S. Citizen □ Permanent Resident (copy of PR Card require US State of Legal Residence: Are you claiming entitlement to Virginia in-state
Permanent Daytime Phone: Permanent Evening Phone: Personal Information Gender: Male Female	Please ans questions: Are you H Origin? Please sele	zip country lobile obile wer both of the following ispanic, Latino, or of Spanish Yes No	Virginia Tech Undergraduates who are applying to concurrently be in both undergraduate and graduate status at the same time, please indicate in which category you will be applying: 152 HR ACIS MASTERS DEGREE BACHELORS/MASTERS DEGREE (HONORS) BACHELORS/MASTERS DEGREE (HONORS) COMBINED STUDENT STATUS (ARCHITECTURE ONLY) Citizenship: U.S. Citizen Permanent Resident (copy of PR Card require US State of Legal Residence: Are you claiming entitlement to Virginia in-state tuition rates pursuant to Section 23.7-4, Code of
city s Permanent Daytime Phone: H Permanent Evening Phone: H Personal Information Gender: Male Female Date of Birth: / / (MM/DD/Y) City of Birth: / / (MM/DD/Y)	Please ans questions: Are you H Origin? Please sele African A	zip country lobile wer both of the following ispanic, Latino, or of Spanish Yes \square No ct your race: choose all that apply. American/Black	Virginia Tech Undergraduates who are applying to concurrently be in both undergraduate and graduate status at the same time, please indicate in which category you will be applying: □ 152 HR ACIS MASTERS DEGREE □ BACHELORS/MASTERS DEGREE (HONORS) □ BACHELORS/MASTERS DEGREE (OPEN) □ DUAL STUDENT STATUS □ COMBINED STUDENT STATUS (ARCHITECTURE ONLY) Citizenship: □ U.S. Citizen □ Permanent Resident (copy of PR Card require US State of Legal Residence: Are you claiming entitlement to Virginia in-state



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e-mail gradg@vt.edu for assistance.

Academic History

In chronological order, beginning with the most recent, list any bachelor and/or graduate level work that you will have done prior to enrollment. Note that official transcript(s) must be sent to the Graduate School and to the academic department to which you are applying.

INSTITUTION NAME	DEGREE TYPE	MAJOR	GPA	DATE RECEIVED/EXPECTED

Letters of Recommendation

Please make sure that your referees have indicated in advance that they are willing to submit a reference form for you. Please keep in mind that it is your responsibility to ensure that your recommenders have submitted their forms by the appropriate deadline.

Under the Family Educational Rights and Privacy Act of 1974, a student enrolled at Virginia Tech has access to his or her academic records. We comply with this law, while still allowing the student the option of waiving the right to access this specific document. Waiving this right does not preclude you from access to the rest of your academic records. If you wish to waive the right to examine this evaluation at a later date, please indicate below. Your choice will not affect the consideration of your application to Virginia Tech.

First Reference		Do you waive your
TITLE FIRST NAME	LAST NAME	right to access this evaluation?
INSTITUTION/COMPANY NAME		
Daytime Phone:	E-mail:	
Second Reference		Do you waive your
TITLE FIRST NAME	LAST NAME	right to access this evaluation?
INSTITUTION/COMPANY NAME		□ No
Daytime Phone:	E-mail:	
Third Reference TITLE FIRST NAME	LAST NAME	Do you waive your right to access this evaluation?
INSTITUTION/COMPANY NAME		□ No
Daytime Phone:	E-mail:	
While we ask that you report your scores GRE General Test Test Date: / (MM/YY) Verbal Score: Quantitative Score:	,,	GMAT Score Test Date: / (MM/YY) Test Score:
Analytical Writing Score	Test Score:	Questions? Call 540/231_8636

GENERAL SUPPLEMENTAL FORM

Name:	Date of Birth	n: / (MM/DD/YY)
Degree Program:		
Alternate Campus Location		
If you wish to take classes at a location other than the Virginia Tech campuses listed on printed page 1 of this application, please list below.		
Academic and Professional Goals Statement Please attach a 3 to 4 page double-spaced personal statement which includes the following:		
Why do you want to undertake graduate work?		
What do you expect to derive from your program of study?		
If you have a concentration in mind, briefly outline your interests in this area.		
What do you expect to contribute as a student and, subsequently, as a member of the profes	ssion?	
Applicants are asked to provide a resume outlining your most recent experiences or by listing those		, , , , , , , , , , , , , , , , , , , ,
Financial Assistance		
Financial Assistance Do you wish to be considered for an assistantship or fellowship?	□ YES	□ NO
Financial Assistance Do you wish to be considered for an assistantship or fellowship? Will you be able to attend Virginia Tech without an assistantship or fellowship?	□ YES	□ NO □ NO
Do you wish to be considered for an assistantship or fellowship?		
Do you wish to be considered for an assistantship or fellowship? Will you be able to attend Virginia Tech without an assistantship or fellowship? Pledge of Honor		Return your complete
Do you wish to be considered for an assistantship or fellowship?		



ADDITIONAL REQUIRED INFORMATION

Additional Required Information

Have you been convicted of or received a juvenile adjudication for a violation of any local, state, or federal law, other than a minor traffic violation?	□ YES	□ NO
Are you currently on court-ordered supervised or unsupervised probation or under the terms of a finding under advisement?	□ YES	□ NO
Please give a full explanation of any past criminal convictions:		

Return your completed form to:

APPLICANT SIGNATURE DATE

Questions? Call 540/231-8636 or e-mail *gradg@vt.edu* for assistance.



GRADUATE IN-STATE TUITION REQUEST

If you are being charged out-of-state tuition and believe you are eligible for in-state rates, please complete the following form. You must be a U. S. citizen; a permanent resident alien; or hold an A, E, G, H-1 or H-4, K, or N visa to establish residency that qualifies you for in-state tuition. Please attach a copy of your permanent resident alien card or I-94, visa stamp, and/or other USCIS approval notification. You must also demonstrate intent to establish domicile in Virginia. The university requires additional supporting documentation demonstrating your residency qualification for the prior year. Please include a copy of your Virginia state income taxes, driver's license, vehicle registration, voter registration, and lease/mortgage agreement. Failure to supply this information may result in the denial of your request. Use the other side of this form to provide additional information to be considered on your application.

LAST/FAMILY NAME	FIRST/GIVEN NAME	MIDDLE NAME	SUFFIX
Student ID Number:if known	Citizenship U.S. CITIZEN DERMANENT RE	SIDENT NON-U.S. CITI	7FN*
Date of Rirth:	*If non-U.S. citizen, please list you		LLIN
month/day/year	Comment Browning	D	-1
E-mail Address:	Current Program	Degree Lev	
Daytime Phone:	First Tarre of Farellmont	DOCTORA	
☐ Home ☐ Office ☐ Mobile	First Term of Enrollment	☐ EDUCATIO	N SPECIALIST
Local Address	SUMMER II	voar	E CERTIFICATE
	Anticipated Completion Term	□ NON-DEGR	
	□ FALL □ SPRING □ SUMMER I _	COMMONV	VEALTH CAMPUS
	☐ SUMMER II Campus	year	
	☐ BLACKSBURG ☐ HAMPTON ROADS	□ NATIONAL CAPITAL REGIO	N □ RICHMONE
city state zip country	□ ROANOKE □ SOUTHWEST VIRGINIA	A □ VIRTUAL	
How long have you resided in Virginia? Years:	Beginning with Months: addresses at w	the most recent, chronologica hich you have resided for the	ally list the past two years.
Prior Address 1:street address	city st.	ate zip	country
	,	2.6	
Prior Address 2:street address	city st	ate zip	country
Do your parents/legal guardian/spouse provide over	half of your financial support OR o	=	
as a dependent on their taxes? If yes, in which state do your parents reside?	(If VA attach a c	☐ YES conv of their VA state incor	
For the twelve months prior to the term in which you		opy of their vit state meer	ne tuxes.
1. filed a tax return or paid income taxes to Virginia	·	□ YES	
	!	□ YES	
2. been a registered voter in Virginia?		□ YES	
3. held a valid Virginia Driver's license?			
4. owned or operated a vehicle?		□ YES	
a. If yes, has it been registered in Virginia?		□ YES	
5. Are you, or any member of your immediate family	•		
6. Are you, the spouse of, or the dependent of active		□ YES	□ NO
a. Are you/they permanently stationed in Virginia	a? (If yes, include a copy of your/thei	r orders.)	□ NO
 b. Does your/their Leave and Earnings Statement (If yes, include a copy.) 	t reflect Virginia as the state of reside	ence? YES	□ NO
7. If you are active duty military, did your spouse ear federal tax dependent, and pay income tax to the sta		aim you as a YES	□ NO
Answer this question, only if you worked in Virginia	for the past 12 months but currentl	y live outside of Virginia	(<u>.</u>

date

I certify that all information provided to the Graduate School and department on my application and during the entire admissions process is accurate. I understand that upon my admission and enrollment I will be subject to the rules and regulations of the university, including the Graduate Honor System (http://gradi UhYgW.cc`.ghs.vt.edu).

Did you file Virginia taxes on all income earned in Virginia for the last year?

Return your completed form to: **Graduate School**

☐ YES ☐ NO

Graduate Life Center at Donaldson Brown Virginia Tech (0325) • Blacksburg, VA 24061

Fax: 540/231-2039

Questions? Call 540/231-8636 or e-mail *gradg@vt.edu* for assistance.

APPLICANT SIGNATURE

WirginiaTech Graduate School

PAYMENT PROCESSING FORM

LAST/FAMILY NAME		FIRST/GIVEN NAME	MIDDLE NAME	SUFFIX
Student ID Number:	if known	E-mail Address:		
Daytime Phone:			@vt.edu account, preferred	
Daytime Phone.	□ Home □ Office □ Mobile			
Please process payme	nt for:			
□ DEGREE-SEEKING AP	PLICATION FEE (I.E. MASTER	S AND DOCTORAL STUDENTS) - \$75		
□ EXECUTIVE MASTERS	OF BUSINESS ADMINISTRAT	TION (EMBA) APPLICATION FEE - \$90		
☐ APPLICATION FOR SI	MULTANEOUS DEGREE - \$75			
□ NON-DEGREE-SEEKI	NG APPLICATION FEE (I.E. CC	DMMONWEALTH CAMPUS AND EXPEDITED	D NON-DEGREE PROGRAMS) - \$25	
☐ APPLICATION FOR C	ERTIFICATE PROGRAM - \$25			
☐ APPLICATION FOR R	EADMISSION – \$25			
☐ APPLICATION FOR V	ISITING STUDENT – \$25			
□ DIPLOMA REORDER -	- \$20 PER DIPLOMA			
	oney Order r money order made pa rders must be drawn fr	ayable to <i>Treasurer, Virginia Tec</i> rom a U.S. bank.	ch.	
	r money order made pa		ch.	
	r money order made pa		Return your comple Gradu Graduate at Dona Virginia Blacksbur Fax: 5	eted form to late School e Life Cente Idson Brow Tech (0329 g, VA 2406 40/231-203 rads@vt.eo