

Required Application Materials: Thesis program

Applicants must have completed at least 30 hours of biology coursework for admission to the MS program. The Department of Biological Sciences **no longer requires the submission of GRE scores**. When reviewing applicants, the graduate faculty will focus on undergraduate coursework and GPA, as well as research potential and experience. We require this information to be included in the letter of intent, and reflected in letters of recommendation as outlined below.

A complete application is required to be considered for admission. Incomplete applications due to missing information will not be considered. It is the responsibility of the applicant to inquire about the status of their application. Southeastern Louisiana University has an all-inclusive application system, which allows for the submission of all application materials to a single location.

1. University Specific Submission Requirements: Applicants must apply to the university by completing a university application and submitting the necessary items below.

- A. [Submit an online graduate admissions application](#). Upon submission of the online application, applicants will be directed to an application portal with further instructions on submitting or uploading required materials
- B. Pay the application fee. (The application cannot be completed without paying the application fee except for international/military veteran applicants.)
- C. Submit official transcripts from ALL post-secondary institutions attended. For instructions on submitting official transcripts, see [Required Admissions Materials for Graduate Applicants](#).
- D. Provide immunization records, which may be uploaded directly into the application portal after submitting the online application. See [Proof of Immunization Information](#).
- E. **International Students Only:** Submit TOEFL scores (Test of English as a Foreign Language.) For further instructions, see [Required Admissions Materials for International Graduate Students](#).

2. Program Specific Submission Requirements.

The following items need to be uploaded into the application system before an application can be reviewed by the department.

- A. **Brief resume or curriculum vitae**
- B. **A letter of intent that includes the following information.**
 1. Discuss your academic and research accomplishments (i.e. publications, presentations, grants, etc.). In particular, provide detailed information about your undergraduate research experiences (i.e. internships, lab tech, research assistant, honors project, etc.). Specifically, what did you do and how were these experiences beneficial to you in your drive to attend graduate school? What are your career goals? How would obtaining a MS degree from Southeastern Louisiana University help you achieve these goals? What are your research interests?
 2. The letter also should state the name of the graduate faculty member (****See below**) with whom you would like to have as a research mentor. Have you communicated with this faculty member and have they agreed to support you in their lab if you are accepted into the program?

Why do you want to work with this faculty member? What aspects of their research are most intriguing? Why do you want to attend Southeastern Louisiana University?

****Students applying to the thesis program must contact a potential thesis advisor prior to applying to the program. A full time graduate faculty member in the department must be identified in your letter of intent and agree to serve as the thesis advisor. Potential advisors can be identified by reviewing graduate faculty research interests listed on the department webpage. Admission into the thesis program without the identification of a thesis advisor is unlikely. Applicants that fail to identify an advisor will not be considered for admission. Please feel free to provide any other information in your (i.e. life-experiences, unique situations, etc) that you feel would be relevant for the committee to know as they review your applications.**

C . Recommendation letters: The application system will allow you to add in the contact information for two letter of recommendation writers. Once completed, the system will automatically email these individuals giving them a link to upload their letters of recommendation.

Your letter writers, at a minimum, should address the following three areas in your letter:

1. How does the recommender know you and for what length of time?
2. An overview of your intellectual ability, work ethic, creativity, and time-management skills as well as information on your ability to get along with others.
3. Comments on your writing and verbal communication skills.

For more information, please contact the Graduate Coordinator:

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