Application Guidelines for Communication (MA and PhD)

Application Deadlines
Fall Admissions: January 15th

Website
http://cjdept.unm.edu

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<th>APPLICATION CATEGORY</th>
<th>SPECIFIC INSTRUCTIONS</th>
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<tr>
<td>Program of Interest</td>
<td>Select: College of Arts &amp; Sciences&gt;Communication&gt;MA or Ph.D. PhD applicants should choose one or two areas of interest.</td>
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<td>International Information</td>
<td>TOEFL or The Michigan Test (for International Applicants only): International applicants must have certified results of the TOEFL or The Michigan Test sent to the Global Education Office. These scores will then be forwarded to the Department. Although the UNM Office of International Admissions considers a score of 560 on the paper-based TOEFL as a qualification to process an application for admission, our department requires a score of at least 600. If you are taking the computer-based TOEFL, the required score is 250. If you are taking the internet-based TOEFL, the required score is 100. On the Michigan Test, your score needs to be at the 80th percentile or above. All scores must arrive at Global Studies before the department’s application deadline in order for your file to be reviewed. For TOEFL details, go to the international admissions link at the Global Education Office website.</td>
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<td><strong>Educational Background</strong></td>
<td>Please fill out the form as indicated. Communication &amp; Journalism strongly encourages applicants to attach <strong>unofficial transcripts</strong> to this online application. In addition, <strong>one official transcript</strong> from each institution you have attended must be received by the Admissions Office for US students and by the Global Education Office for international students by the deadline in order for your application to be considered. <strong>For international applicants:</strong> Official Diplomas or Degree Certificates in both English and the original language must be sent to UNM’s Office of Global Studies. Please attach an <strong>unofficial</strong> set of diplomas or degree certificates to your online application.</td>
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<td><strong>Test Scores</strong></td>
<td>The GRE is no longer required.</td>
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| **Letter of Intent** | Your statement should have 3-4 double-spaced, typed pages. **Part One:**  
- What motivates you to apply to a graduate program in communication studies? You may refer to background and experiences, undergraduate studies, and any achievements that relate to your interest and potential for graduate studies.  
- Identify your specific interests in communication and any special areas of study in our C&J department (i.e. critical intercultural studies, health communication, media studies).  
- Why are you interested in our C&J department in particular? **Part Two:**  
Describe a study or project that you would want to investigate during your graduate studies in communication. You may cite any publications and other resources that you used to develop your letter of intent. **Part Three (for international applicants only):**  
Please briefly indicate whether you would have an independent means of financial support in the event that you are unable to receive UNM funding or financial aid. |
| **Writing Sample** | All Ph.D. and MA applicants must submit a writing sample (i.e., articles submitted for publication, conference papers, chapters of thesis, paper for a class). Videotapes are not appropriate. |
| **CV/Resume** | Please submit a CV with the usual items of interest, including at least (1) contact information, (2) degrees and institutions, (3) work history, (4) publications, presentations, and other creative works. We do not review video or audio materials. If you have relevant media materials of this type, please refer to them in your CV and/or letter of interest. |
If you are interested in a teaching assistantship, please upload a document that answers the following:

1. What teaching experience have you had? If you have not had any direct teaching experience, what skills, knowledge, or related academic experiences have you had that would assist or qualify you to be considered for a teaching assistantship?

2. What is your teaching philosophy? (How would you approach teaching, interact with students, create a learning environment, etc.)

3. Of the following courses, indicate which you feel comfortable or qualified to teach and why. You may list as many courses as you like (and include other courses not listed), but please provide a brief justification: public speaking, interpersonal, small group, intercultural, interviewing, persuasion, communicating for teachers, nonverbal, media theory, business and professional speaking, writing for the mass media, introduction to communication

Additional information on C&J assistantships can be obtained on the department’s website.

Three (3) letters of recommendation are required. Recommendations should come from former professors or those who are familiar with your academic work. Recommendations from graduate students (i.e., teaching assistants) are not appropriate. Academic recommendations are more helpful and carry more weight than do those from current/previous employers. Please indicate at the application website the names and contact information of your references. Each reference will then receive an automated email from UNM instructing them on how to submit their letters. Be sure to do this well in advance so that all materials are received no later than the deadline.