**Application Guidelines for**  Communication (MA and PhD)

**Application Deadlines**  Fall Admissions: January 15th

**Website**  [http://cjdept.unm.edu](http://cjdept.unm.edu)

**Contact Information**
- Maria Hazel Mendoza Jayme, Graduate Program Coordinator  
  hazeltm@unm.edu  
  505.277.5305
- Susana Martinez Guillem, Co-Director, MA and PhD programs  
  susanam@unm.edu
- Cleophas Muneri, Co-Director, MA and PhD programs  
  cmuneri@unm.edu

<table>
<thead>
<tr>
<th>APPLICATION CATEGORY</th>
<th>SPECIFIC INSTRUCTIONS</th>
</tr>
</thead>
</table>
| Program of Interest          | Select: College of Arts & Sciences>Communication>MA or Ph.D.  
                                PhD applicants should choose one or two areas of interest. |
| International Information    | International students must demonstrate English language proficiency. To demonstrate  
                                English proficiency, students may take: the International English Language  
                                Testing System (IELTS), the Test of English as a Foreign Language (TOEFL),  
                                the Duolingo English Test, Pearson Test of English (Academic), or Cambridge  
                                CPE or CAE. Official test results must be sent directly to the University  
                                of New Mexico. Please visit The Office of Global Education’s website  
                                for requirement details and instruction. |
| Educational Background       | Please fill out the form as indicated.  
                                Communication & Journalism strongly encourages applicants to attach  
                                unofficial transcripts to this online application. In addition, one  
                                official transcript 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.  
                                **For international applicants:** 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 unofficial set of diplomas or degree  
                                certificates to your online application. |
**Test Scores**

The GRE is no longer required.

**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.

**Assistantship 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.
<table>
<thead>
<tr>
<th><strong>Recommendations</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>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.</td>
</tr>
</tbody>
</table>