



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

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

Website **<http://cidept.unm.edu>**

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APPLICATION CATEGORY	SPECIFIC INSTRUCTIONS
Program of Interest	Select: College of Arts & Sciences>Communication>MA or PhD. PhD applicants should choose one or two areas of interest.
International Information	TOEFL or The Michigan Test (for International Applicants only): International applicants must have, in addition to the GRE scores, 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.

Please fill out the form as indicated.

Educational Background

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 General Test is required. Communication & Journalism requires a combined Verbal and Quantitative score that equals at least 300. Institution code is 4845; Department code is 4506 or 4599.

In addition to the unofficial reporting of your scores on this online application, your official scores must arrive at the Admissions Office for US students and at the Global Education Office for international students by the deadline in order for your application to be considered.

Letter of Intent

Your statement should be a total of at least three double-spaced typed pages.

Part One: Identify your specific interests in Communication and any special areas of study in our Department (e.g., inter/cultural, health, mass communication, environmental, interpersonal, organizational, rhetorical, etc.). Talk about why you are interested in our program.

Part Two: Describe a study or project that you would want to investigate during your graduate studies in Communication. Cite publications and other resources that you used to develop your letter of intent.

Part Three (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. applicants must also 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:

Assistantship Interest

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.

Recommendations

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.