

Texas Tech Computer Science Application Checklist

U.S. Citizens and Permanent Residents

The following must be sent to the Texas Tech Graduate School:

- On-line application at https://www.applytexas.org/adappc/gen/c_start.WBX or completed application form
- Official transcripts from all previous colleges and universities
An official English translation is required
- Official GRE reports
- Residency Questionnaire
- Application fee of \$50 USD

The required forms can be downloaded from the graduate school web site at <http://www.depts.ttu.edu/gradschool/admissions/admissForms.php>. All of the above must be sent to the Graduate School at this address:

Texas Tech University Office of Graduate Admissions
Box 41030
Lubbock, Texas 79409-1030
USA

Phone 806-742-2787
Email gradschool@ttu.edu

The application fee may be paid by U.S. credit card, check, or certified funds such as a money order or cashier's check. Make check payable to Texas Tech University and include the student's name and student identification number (if known) on the check.

The following must be sent to the Computer Science department:

- Statement of Purpose
- Three Letters of Recommendation

Mail the Statement of Purpose and Letters of Recommendation to

Graduate Advisor
Texas Tech University Computer Science
Box 43104
Lubbock, TX 79409-3104
USA

Phone 806-742-3527



APPLICATION for ADMISSION to the GRADUATE SCHOOL of TEXAS TECH UNIVERSITY
FOR U.S. CITIZENS and IMMIGRANT PERMANENT RESIDENT APPLICANTS

A \$50 non-refundable application fee is required with this Graduate School application by way of U.S. credit card, check, or certified funds such as a money order or cashier's check. Make check payable to Texas Tech University and include the student's name and student identification number on the check.

Please complete the entire form by typing or printing in blue or black ink.

Student Identification Number _____ **Date of Birth** _____ **Gender (optional)** Female Male
mm / dd / yyyy

Full Legal Name _____ (Last Name) (First Name) (Middle) (Other names that may appear in records)

Mailing Address _____ Street City County State Zip Code

Permanent Address _____ Street City County State Zip Code

Phone Number _____ **Email Address** _____

RESIDENCY (for tuition purposes) Where have you lived the past 12 months? _____ City State

Where have you been employed the past 12 months? _____ Employer

Are you a U.S. Citizen? Yes No **Are you a Texas Resident?** Yes No

Are you an Immigrant Permanent Resident? Yes No **City and State of Birth** _____

(If yes, a copy of the resident alien card is required or receipt of I-485)

ETHNICITY (Optional) This information will be used in a non-discriminatory manner, consistent with applicable civil rights laws. This information will be used for Federal and/or State law reporting purposes.

- White, non-Hispanic Hispanic American Indian or Alaskan Native Immigrant Permanent Resident
 African American, non-Hispanic Asian/Pacific Islander Other _____

When do you wish to begin graduate studies? Year and Term: Year _____ Fall Spring Summer I Summer II

STUDY OBJECTIVE

A. Degree (check one - Departmental approval required):

- Masters Degree Doctoral Degree
_____ Area of Study (enter code from Area of Study Admission codes) _____ Concentration

B. Non-degree (check one):

Students who are classified as nondegree have no assurance that credits earned while in this status will apply toward degree requirements should admission to a degree program be granted later.

- Post Graduate (PGRD) - Undergraduate courses only
 Graduate Temporary (GTMP) - Graduate courses only (up to 12 hours allowed)
 Teacher Certification (CERT) - College of Education (Departmental approval required) Concentration _____
 Graduate Certification (GCERT) - Department based on area of study (approval req.) Concentration _____
 Teacher Certification (FCSC) - College of Human Sciences (Departmental approval required) Concentration _____
 Continuing Professional Education Development (CPED) - Continuing Education (Departmental approval required) Concentration _____

Campus Location: Lubbock _____ Other Online via web

Senior Academy (Student must be 55 years of age or older by the first class day): Yes No

Are you currently enrolled in college? Yes No If yes, name of college/university _____

List name and location of ALL undergraduate and/or graduate universities attended. (Attach additional sheet if necessary)

			Dates Attended		Degree Received	Date Received
College	City	State	From: MMY	To: MMY		
College	City	State	From: MMY	To: MMY		
College	City	State	From: MMY	To: MMY		
College	City	State	From: MMY	To: MMY		
College	City	State	From: MMY	To: MMY		

Have you previously enrolled at TTU? Yes No
Semester/Year _____ Classification _____

Have you ever been dismissed, suspended or placed on probation at this or any other institution? Yes No
If yes, please explain briefly below and include dates. (If additional space is needed, please attach a separate page)

Are you currently on active duty military or a military dependent? Yes No

If yes, what is your Permanent Home of Record? _____

I certify that the above information is correct and understand that falsification of any of the above information will void my admission to Texas Tech University.

Student Signature *unsigned form may delay processing*

Date

For specific questions and information regarding application to TTU Graduate School, please refer to the Admission Information Sheet or the catalog on the Graduate School website:
<http://www.gradschool.ttu.edu>

You may check your application status on Raiderlink: <http://www.raiderlink.ttu.edu>.



TEXAS TECH UNIVERSITY

Office of Graduate Admissions
Box 41030
Lubbock, TX 79409-1030
Tel.: (806) 742-2787
Fax: (806) 742-4038

Residence Questionnaire:

Texas Higher Education Coordinating Board rule 21.731 requires each student applying to enroll at an institution to respond to a set of core residency questions for the purpose of determining the student's eligibility for classification as a resident. The following information will be used to determine residence classification or reclassification for tuition purposes. Additional information or documentation may be requested.

Part A – Student Basic Information

All students must complete this section.

Last Name _____ First Name _____ Middle Name _____ Previous Name (if any) _____

Date of Birth _____ Social Security or Student ID Number _____

Part B – Previous Enrollment

All students must complete this section.

1. During the 12 months prior to the term for which you are applying, did you attend a **public** college or university in Texas in a fall or spring term?

Yes _____ No _____

If you answered **no**, please go on to **Part C**.
If you answered yes, complete questions 2-5.

2. What Texas **public** institution did you last attend? (Give full name, not just initials)

3. In which terms were you last enrolled? (Check all that apply.)

_____ Fall 20__ _____ Spring 20__

4. During your last semester at a Texas **public** institution, did you pay resident (in-state) or non-resident (out-of-state) tuition at that institution?

_____ Resident (in-state) _____ Non-Resident (out-of-state) _____ Unknown

5. If you paid in-state tuition at your last institution, was it because you were a resident or because you were a non-resident who received a waiver?

_____ Resident _____ Non-Resident with Waiver _____ Unknown

IMPORTANT: If you were enrolled at a Texas **public** institution during a fall or spring semester within the previous 12 months and were classified as a Texas resident, **skip to Part I**, sign and date this form, and submit it to the Office of Graduate Admissions. Otherwise, proceed to Part C.

Part C – Residency Claim

Are you a resident of Texas? Yes _____ No _____

If you answered **yes**, continue to **Part D**.

If you answered **no**, complete the following question and continue to **Part I**.

Of what state or country are you a resident? _____

If you are **uncertain**, continue to **Part D**.

GRADUATE ADMISSIONS STAFF ONLY

Resident _____ Non-Resident _____ Other (explain) _____

Staff Signature _____

Date _____

Part D – Acquisition of High School Diploma or GED

1. a. Did you graduate from high school or complete a GED in Texas?
 b. If yes, what was the name and city of your high school?

2. Did you live in Texas during the 36 months leading up to high school graduation or completion of the GED?
3. When you begin the semester for which you are applying to Graduate School, will you have lived in Texas for the previous 12 months?
4. Are you a U.S. citizen or permanent resident?

Yes	No

Instructions to Part D:

- If you answered no to question 1 or 2 or 3, go to **Part E**.
- If you answered yes to all four questions, go to **Part I**.
- If you answered yes to questions 1, 2 and 3, but no to question 4,
 - Complete a copy of the Affidavit provided as an attachment to this form,
 - Complete **Part I** of this form, and
 - Submit both forms to the Office of Graduate Admissions

Part E – Basis of Claim to Residency

To be completed by everyone who did not answer yes to Part D, questions 1, 2 and 3

1. Do you file your own federal income tax as an independent taxpayer?
 Yes _____ No _____
2. Are you claimed as a dependent or are you eligible to be claimed as a dependent by a parent or court-appointed legal guardian? (To be eligible to be claimed as a dependent, your parent or legal guardian must provide at least one-half of your support. A stepparent does not qualify as a parent if s/he has not adopted the person completing these questions.)
 Yes _____ No _____
3. If you answered no to both questions above, who provides the majority of your support?
 Self _____ Parent/Guardian _____ Other (list) _____

Instructions to Part E:

- If you answered yes to question 1, go to **Part F**.
- If you answered yes to question 2, go to **Part G**.
- If you answered no to questions 1 and 2 and self to question 3, go to **Part F**.
- If you answered no to questions 1 and 2 and parent/guardian to question 3, go to **Part G**.
- If you answered no to questions 1 and 2 and other to question 4, go to **Part H**, provide an explanation, and complete Part I.

Part F – Questions for Students who Answered Yes to Question 1 or Self to Question 3 of Part E

	Yes	No	Years	Mo.	Visa/Status
1. Are you a U.S. Citizen?					
2. Are you a Permanent Resident of the U.S.?					
3. Are you a foreign national whose application for Permanent Resident Status has been preliminarily reviewed? (You should have received a fee/filing receipt or Notice of Action (I-797) from USCIS showing your I-485 has been reviewed and has not been rejected).					
4. Are you a foreign national here with a visa or are you a Refugee, Asylee, Parolee or here under Temporary Protective Status? If so, indicate which.					
5. Do you currently live in Texas? If you are out of state due to a temporary assignment by your employer or other temporary purpose, please explain in Part H.	Yes	No			
6. a. If you currently live in Texas, how long have you been living here?			Months	Years	

b. What is your main purpose for being in the state? If for reasons other than those listed, give an explanation in Section H.	Go to College []		Establish/maintain a home []		Work Assignment []
7. If you are a member of the U.S. military, is Texas your Home of Record? What state is listed as your military legal residence for tax purposes on your Leave and Earnings Statement?	Yes	No			
	State				
			Yes	No	
8. Do any of the following apply to you? (Check all that apply)					
a. Hold the title to real property (home, land) in Texas? If yes, date acquired: _____					
b. Own a business in Texas? If yes, date acquired: _____					
c. Hold a state or local license to conduct a business or practice a profession in TX? If yes, date acquired: _____					
9. While living in Texas, have you: (Check all that apply)					
a. been gainfully employed for at least a consecutive 12-month period?					
b. received services from a social service agency that provides services to homeless persons for at least a consecutive 12-month period?					
10.					
a. Are you married to a person who could answer "yes" to any part of question 8 or 9?					
b. If yes, indicate which question could be answered yes by your spouse:			Question:		
c. How long have you been married to the Texas resident?			Months	Years	

Skip Part G and go to Part H.

Part G – Questions for Students Who Answered Parent/Guardian to Question 3 of Part E

	Yes	No	Years	Mo.	Visa/Status
1. Is the parent or legal guardian upon whom you base your claim of residency a U.S. citizen?					
2. Is the parent or legal guardian upon whom you base your claim of residency a Permanent Resident?					
3. Is this parent or legal guardian a foreign national whose application for Permanent Resident Status has been preliminarily reviewed? (He or she should have received a fee/filing receipt or Notice of Action (I-797) from the USCIS showing his or her I-485 has been reviewed and has not been rejected)					
4. Is this parent or legal guardian a foreign national here with a visa or a Refugee, Asylee, Parolee or here under Temporary Protective Status? If so, indicate which.					
5. Does this parent or legal guardian currently live in Texas? If he or she is out of state due to a temporary assignment by his/her employer or other temporary purpose, please explain in Part H.					
6. a. If he or she is currently living in Texas, how long has he or she been living here?			Months	Years	
b. What is your parent's or legal guardian's main purpose for being in the state? If for reasons other than those listed, give an explanation in Section H.	Go to College []		Establish/maintain a home []		Work Assignment []

7. If he or she is a member of the U.S. military, is Texas his or her Home of Record?

State				

What state is listed as his or her military legal residence for tax purposes on his or her Leave and Earnings Statement?

		Yes	No
8. Do any of the following apply to your parent or guardian? (Check all that apply)			
a. Hold the title to real property (home, land) in Texas? If yes, date acquired: _____			
b. Own a business in Texas? If yes, date acquired: _____			
c. Hold a state or local license to conduct a business or practice a profession in TX? If yes, date acquired: _____			
9. While living in Texas, has your parent or guardian: (Check all that apply)			
a. been gainfully employed for at least a consecutive 12-month period?			
b. received services from a social service agency that provides services to homeless persons for at least a consecutive 12-month period?			
10.			
a. Is your parent or legal guardian married to a person who could answer "yes" to any part of question 8 or 9?			
b. If yes, indicate which question could be answered yes by your parent or guardian's spouse:		Question:	
c. How long has your parent or guardian been married to the Texas resident?		Months	Years

Continue to **Part H**.

Part H – General Comments

Is there any additional information that you believe we should know in evaluating your eligibility to be classified as a resident? If so, please provide it below.

Part I – Certification of Residency

All students must complete this section.

I understand that officials of the Office of Graduate Admissions at Texas Tech University will use the information submitted on this form to determine my status for residence eligibility. I authorize such officials to verify the information I have provided. I agree to notify the proper officials of the Office of Graduate Admissions of any changes in the information provided. I certify that the information on this application is complete and correct, and I understand that the submission of false information is grounds for rejection of my application, withdrawal of any offer of acceptance, cancellation of enrollment, or appropriate disciplinary action.

Signature

Date

Attachment – Affidavit

STATE OF TEXAS

COUNTY OF _____

Before me, the undersigned Notary Public, on this day personally appeared

known to me, who being by me duly sworn upon his/her oath, deposed and said:

1. My name is _____. I am _____ years of age and have personal knowledge of the facts stated herein and they are all true and correct.
2. I graduated or will graduate from a Texas high school or received my GED certificate in Texas.
3. I resided in Texas for three years leading up to graduation from high school or receiving my GED certificate.
4. I have resided or will have resided in Texas for the 12 months prior to the census date of the semester in which I will enroll in the Graduate School at Texas Tech University.
5. I have filed or will file an application to become a permanent resident of the United States at the earliest opportunity that I am eligible to do so.

In witness whereof, this _____ day of _____, _____.

Signature

Printed Name

Student ID Number

SUBSCRIBED TO AND SWORN TO BEFORE ME, on the _____ day of _____, _____, to certify which witness my hand and official seal.

Notary Public in and for the State of Texas

TEXAS TECH UNIVERSITY, COMPUTER SCIENCE DEPARTMENT – STATEMENT OF PURPOSE FORM

This form is important in the evaluation of the applicant for admission and can be used in support of application for a financial award (graduate scholarships, and assistantships).

PLEASE FILL IN THIS FORM COMPLETELY AND CLEARLY BY TYPING OR PRINTING USING A MEDIUM POINT, BLACK OR BLUE INK PEN.

Applicant Completes this Section

Name _____ ID _____ Date of Birth _____
Last Name First Name Middle Name Tech Student ID month/day/year

Proposed Degree (Check One): Cert. in Soft. Eng. Master in Comp. Sci. Master in Soft. Eng. Ph.D. in Comp. Sci.

Describe your reasons for pursuing graduate study and discuss your academic and professional interests and goals. Attach no more than one additional page if necessary.

Unless otherwise instructed by the graduate program, please send this form by one of the following methods:

Regular Mail: Graduate Advisor, Texas Tech University, Computer Science, Box 43104, Lubbock, TX 79409-3104, USA

Overnight Service: Graduate Advisor, Texas Tech University, Computer Science, 8th & Boston, Engineering Center, Room 211, Lubbock, TX 79409-3104, USA, 806-742-3527

Fax: Graduate Advisor, Texas Tech University, Computer Science, 806-742-3519

Electronic: scanned copy sent to cs.grad_advisor@ttu.edu

TEXAS TECH UNIVERSITY, COMPUTER SCIENCE DEPARTMENT - LETTER OF RECOMMENDATION FORM

This form is important in the evaluation of the applicant for admission and can be used in support of application for a financial award (graduate fellowships, scholarships, and assistantships). Under the provisions of the Family Educational Rights and Privacy Act of 1974, this applicant (if admitted and enrolled) will have access to the information provided below unless s/he has waived such access.

PLEASE FILL IN THIS FORM COMPLETELY AND CLEARLY BY TYPING OR PRINTING USING A MEDIUM POINT, BLACK OR BLUE INK PEN.

Applicant Completes this Section

Name _____ ID _____ Date of Birth _____
 Last Name First Name Middle Name Tech Student ID month/day/year

Proposed Degree (Check One): Cert. in Soft. Eng. Master in Comp. Sci. Master in Soft. Eng. Ph.D. in Comp. Sci.

OPTIONAL: I hereby waive my right of access to the material recorded below.

Signature: _____ Date: _____

Respondent Completes this Section

Please attach a recommendation letter on your institution's letterhead where you describe your judgment of this applicant's qualifications and promise, intellectual ability, motivation and capacity for research and/or for acquiring professional skill, promise for a career in productive scholarship and effective teaching, quality of previous work, and character and/or personality.

Against other students at the same level, I would compare the applicant as follows:

	EXCEPTIONAL	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE	NO INFORMATION
Intellectual Ability					
Writing Ability					
Speaking Ability					
Academic Preparation					
Motivation					
Maturity					
Teaching Ability					

Number of years you have known the applicant: _____

During this time the applicant was a/an: undergraduate student graduate student assistant of mine advisee of mine
 departmental assistant other (please specify) _____

My recommendation for the applicant is (explain below): very strong strong average below average with reservation

Respondent Information

Name: _____ Title: _____

Institution: _____ Dept/Unit: _____

Address: _____ Phone Number: _____

Signature: _____ Date: _____ E-Mail: _____

Unless otherwise instructed by the graduate program, please send this form by one of the following methods:

Regular Mail: Graduate Advisor, Texas Tech University, Computer Science, Box 43104, Lubbock, TX 79409-3104, USA

Overnight Service: Graduate Advisor, Texas Tech University, Computer Science, 8th & Boston, Engineering Center, Room 211, Lubbock, TX 79409-3104, USA, 806-742-3527

Fax: Graduate Advisor, Texas Tech University, Computer Science, 806-742-3519 (sent from respondent)

Electronic: scanned copy sent to cs.grad_advisor@ttu.edu (sent from respondent)

TEXAS TECH UNIVERSITY, COMPUTER SCIENCE DEPARTMENT - LETTER OF RECOMMENDATION FORM

This form is important in the evaluation of the applicant for admission and can be used in support of application for a financial award (graduate fellowships, scholarships, and assistantships). Under the provisions of the Family Educational Rights and Privacy Act of 1974, this applicant (if admitted and enrolled) will have access to the information provided below unless s/he has waived such access.

PLEASE FILL IN THIS FORM COMPLETELY AND CLEARLY BY TYPING OR PRINTING USING A MEDIUM POINT, BLACK OR BLUE INK PEN.

Applicant Completes this Section

Name _____ ID _____ Date of Birth _____
 Last Name First Name Middle Name Tech Student ID month/day/year

Proposed Degree (Check One): Cert. in Soft. Eng. Master in Comp. Sci. Master in Soft. Eng. Ph.D. in Comp. Sci.

OPTIONAL: I hereby waive my right of access to the material recorded below.

Signature: _____ Date: _____

Respondent Completes this Section

Please attach a recommendation letter on your institution's letterhead where you describe your judgment of this applicant's qualifications and promise, intellectual ability, motivation and capacity for research and/or for acquiring professional skill, promise for a career in productive scholarship and effective teaching, quality of previous work, and character and/or personality.

Against other students at the same level, I would compare the applicant as follows:

	EXCEPTIONAL	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE	NO INFORMATION
Intellectual Ability					
Writing Ability					
Speaking Ability					
Academic Preparation					
Motivation					
Maturity					
Teaching Ability					

Number of years you have known the applicant: _____

During this time the applicant was a/an: undergraduate student graduate student assistant of mine advisee of mine
 departmental assistant other (please specify) _____

My recommendation for the applicant is (explain below): very strong strong average below average with reservation

Respondent Information

Name: _____ Title: _____

Institution: _____ Dept/Unit: _____

Address: _____ Phone Number: _____

Signature: _____ Date: _____ E-Mail: _____

Unless otherwise instructed by the graduate program, please send this form by one of the following methods:

Regular Mail: Graduate Advisor, Texas Tech University, Computer Science, Box 43104, Lubbock, TX 79409-3104, USA

Overnight Service: Graduate Advisor, Texas Tech University, Computer Science, 8th & Boston, Engineering Center, Room 211, Lubbock, TX 79409-3104, USA, 806-742-3527

Fax: Graduate Advisor, Texas Tech University, Computer Science, 806-742-3519 (sent from respondent)

Electronic: scanned copy sent to cs.grad_advisor@ttu.edu (sent from respondent)

TEXAS TECH UNIVERSITY, COMPUTER SCIENCE DEPARTMENT - LETTER OF RECOMMENDATION FORM

This form is important in the evaluation of the applicant for admission and can be used in support of application for a financial award (graduate fellowships, scholarships, and assistantships). Under the provisions of the Family Educational Rights and Privacy Act of 1974, this applicant (if admitted and enrolled) will have access to the information provided below unless s/he has waived such access.

PLEASE FILL IN THIS FORM COMPLETELY AND CLEARLY BY TYPING OR PRINTING USING A MEDIUM POINT, BLACK OR BLUE INK PEN.

Applicant Completes this Section

Name _____ ID _____ Date of Birth _____
 Last Name First Name Middle Name Tech Student ID month/day/year

Proposed Degree (Check One): Cert. in Soft. Eng. Master in Comp. Sci. Master in Soft. Eng. Ph.D. in Comp. Sci.

OPTIONAL: I hereby waive my right of access to the material recorded below.

Signature: _____ Date: _____

Respondent Completes this Section

Please attach a recommendation letter on your institution's letterhead where you describe your judgment of this applicant's qualifications and promise, intellectual ability, motivation and capacity for research and/or for acquiring professional skill, promise for a career in productive scholarship and effective teaching, quality of previous work, and character and/or personality.

Against other students at the same level, I would compare the applicant as follows:

	EXCEPTIONAL	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE	NO INFORMATION
Intellectual Ability					
Writing Ability					
Speaking Ability					
Academic Preparation					
Motivation					
Maturity					
Teaching Ability					

Number of years you have known the applicant: _____

During this time the applicant was a/an: undergraduate student graduate student assistant of mine advisee of mine
 departmental assistant other (please specify) _____

My recommendation for the applicant is (explain below): very strong strong average below average with reservation

Respondent Information

Name: _____ Title: _____

Institution: _____ Dept/Unit: _____

Address: _____ Phone Number: _____

Signature: _____ Date: _____ E-Mail: _____

Unless otherwise instructed by the graduate program, please send this form by one of the following methods:

Regular Mail: Graduate Advisor, Texas Tech University, Computer Science, Box 43104, Lubbock, TX 79409-3104, USA

Overnight Service: Graduate Advisor, Texas Tech University, Computer Science, 8th & Boston, Engineering Center, Room 211, Lubbock, TX 79409-3104, USA, 806-742-3527

Fax: Graduate Advisor, Texas Tech University, Computer Science, 806-742-3519 (sent from respondent)

Electronic: scanned copy sent to cs.grad_advisor@ttu.edu (sent from respondent)