Dear Prospective Graduate Student:

Thank you for your interest in applying to our graduate program within the Department of Biological Sciences, Texas Tech University. Please note that you must also submit a separate application for admission to the University as a graduate student. See the Graduate School web site at http://www.depts.ttu.edu/gradschool/ for additional information. Information about our department and individual faculty members can be found on our own web site at http://www.biol.ttu.edu.

Choosing an Advisor. To be admitted into our M.S. and Ph.D. graduate programs, you will need to identify a professor in your area of interest who is willing to serve as your Major Advisor. It is your responsibility to make initial contact with prospective Major Advisors. A faculty member who agrees to serve as your Major Advisor must verify this commitment in writing to the Graduate Student Selection Committee before your completed application is evaluated, or else you will not be admitted.

The Evaluation Process. Your application will be evaluated by using a combination of the following four criteria: (1) your GRE general test scores (verbal, quantitative, and analytical writing); (2) your GPA for the last 60 hours of Undergraduate course work and/or for formal graduate courses; (3) your goals statement; and (4) three reference forms and letters of recommendation. You should choose referees who are able to comment on your potential for success in graduate courses and research (if applicable). Ph.D. applicants with the Master's degree must have their M.S. Major Advisor send a letter. Please instruct your referees to send the completed reference forms (blank forms can be downloaded from our departmental web site) and recommendation letters to: Graduate Secretary, Department of Biological Sciences, Box 43131, Texas Tech University, and Lubbock, TX 79409-3131. The reference letters must be mailed directly by the referees themselves, not sent together with your application materials.

Your goals statement is a very important part of your application. You should indicate how the attainment of the advanced degree is related to your long-term career plans. In addition, the Graduate Student Selection Committee is interested in any other information you can provide to help them evaluate your potential for success in research and graduate course work. Such information might include a brief description of your previous research experience, pertinent communications with your prospective Major Advisor, and ideas about possible research projects that you might work on with your Major Advisor. For Ph.D. applicants with an M.S. degree, the goals statement should contain a general description of the M.S. thesis study and the conceptual and/or technical foundation it may have provided for your future Ph.D. research project.

Financial Assistance. Individual faculty members may be able to offer research assistantships based on the extent of their current research funding. Contact your prospective Major Advisor to inquire about this possibility. Teaching assistantships are awarded on a competitive basis from the Department of Biological Sciences. Offers are not made until after admission into the graduate program. All international students for whom English is a second language are required by the State of Texas to attend an English language workshop that is held on campus in July. You must pass an evaluation of ability to speak English before you can teach at any Texas university. Unfortunately, no other scholarship opportunities are available from the Department at this time.

Deadlines. Please fill out and submit your departmental application form (accessible on our departmental web site) electronically. Any paper application materials should be sent to: Graduate Secretary, Department of Biological Sciences, Box 43131, Texas Tech University, and Lubbock, TX 79409-3131. For international applicants and domestic applicants who wish to be considered for any scholarships or fellowships offered through the Graduate School, application deadlines are January 15 for admission in the next Summer/Fall Semester and June 15 for admission in the next Spring Semester. The application deadlines for domestic students who are not interested in being considered for scholarships or fellowships are March 1 for the next Summer/Fall Semester and October 1 for the next Spring Semester. The completed application must include all of the materials required by the Department (described above) and the official worksheet sent to us by the Office of Graduate Admissions after they process your application. To inquire about the status of your application, you may telephone the Graduate Secretary at (806) 742-2715 or send an e-mail message to gradadm.biol@ttu.edu.

The Department of Biological Sciences is pleased that you are considering Texas Tech University for your graduate education. Please contact me at Lou.densmore@ttu.edu if you require any further information about the application process.

Llewellyn Densmore, Graduate Program Advisor

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Box 43131  |  Lubbock, Texas 79409-3131  |  T 806.742.2715  |  F 806.742.2963  |  www.biol.ttu.edu