Establish your login

Welcome! You may use this system to:

Resume or Check the Status of your Graduate Application to Eastern Michigan University

OR

Start a New Application

| Email Address | Password | Login |

Forgot your password? Click here
Need an account? Register

To register for a new account click "Register" you will be prompted to enter a email address which will become your username and establish a password. Your information is transmitted through a secured server. You will receive an email that will request confirmation of your indentity. Once your username and password has been confirmed, you may return to this system at anytime.

When you have completed your application and are ready to submit it you will need to pay your application fee via credit card online. Applications will not be processed until the application fee is paid.

Please carefully read the instructions that appear on the application pages and University catalog references, as many departments have specific requirements that must be meet for application review.

> **Ready to Create Your Account?**
>
> Click Register

Register a New Account

Rules for selecting a password:

- Capitalization matters. Passwords are case-sensitive.
- Your password is required to be between eight(8) and twenty(20) characters long.
- It must contain at least one uppercase letter, one lowercase letter and one number.
- Only ASCII printable characters are allowed (0-9, a-z, A-Z, punctuation marks).

Email Address:

Password:

Verify Password:

Create Account

> **How do you setup your account?**
>
> Enter a valid email address
>
> Enter and verify a password
>
> Click Create Account

> **Where my account submitted?**
>
> You will see a confirmation message at the top of the screen

Your Confirmation link Has Been Sent To Your Email Address.

Establish your login

Complete your account registration for the EMU Graduate Application

EMU Graduate Admissions <donotreply.admissions@emich.edu>
To jeaninenovak@yahoo.com

Today 3:40 PM

Thank you for creating your EMU Graduate Application website account.

Please click the link below to verify and activate your account.

Confirm and Activate your account

If you did not request an account with the Eastern Michigan University Graduate Application system, please do not proceed with activation.
Forward this email along with your contact information to the EMU IT Help Desk at it.helpdesk@emich.edu for assistance.

Check Email

You will receive and email confirming your email address click

"Confirm and Activate your account"

Confirm and Finalize Account Registration

Confirm Registration

Confirm Your Registration

Click "Confirm Registration"

Account registration completed successfully. Please log in.

How do I know if my registration worked?

You will receive a confirmation message in the upper left corner of the screen confirmation that you registration was completed

successfully.

Login

Welcome! You may use this system to:

Resume or Check the Status of your Graduate Application to Eastern Michigan University

OR

Start a New Application

| Email Address | Password | **Login** |

Forgot your password? Click here
Need an account? Register

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When you have completed your application and are ready to submit it you will need to pay your application fee via credit card online. Applications will not be processed until the application fee is paid.

Please carefully read the instructions that appear on the application pages and University catalog references, as many departments have specific requirements that must be meet for application review.

How do I login to create my application?

Enter your Email Address and Password that you created when establishing your account and click Login

Before You Apply

Application priority deadlines:

Note that some graduate programs have admission deadlines different from University priority dates - see the online Graduate Catalog or department website for program-specific admission requirements.

Application Requirements:

See the online Graduate Catalog or department website for program specific admission requirements.
- All applicants must submit an EMU Application for Graduate Admission and $45 fee.
- Official transcripts (in sealed envelope) from all colleges and universities attended must be submitted. EMU alums do not need to request official transcripts. Students with non-U.S. post-secondary credentials must submit an evaluation of their international transcripts from the Educational Perspectives (EP) credential evaluation service.
- In addition to the Graduate Application, some departments require a department application form (e.g. biology, psychology, social work, historic preservation and dietetics). These forms can be found on department Web sites.
- Depending on your course of study additional documents maybe required. As you complete the application you will be prompted to submit required documents.
- Applicants must have earned a four-year baccalaureate degree from regionally accredited U.S instituion, or an equivanlent degree from a non-U.S. instution.
- A minimum cumulative undergraduate grade point average of 2.7 on a 4.0 scale, or 3.0 in the last half of the undergraduate program. Applicants who do not meet minimum admission requirements may be considered for conditional admission. Some departments require higher minimum GPAs. Refer to the specific program for requirements.
- For students who are non-Native speakers of English - minimum English proficiency TOEFL 550(PBT), 79 (iBT), IELTS 6.5, MELAB 77, PTE 53

International Graduate students additional requirements:

- Permanent Residents: Copy of Alien Registration card/Legal Permanent Resident card.
- Other Visa holders: Copy of current visa (and employer letter for applicable to work visa type).
- For students seeking an F-1 or J-1 visa, completed Financial Statement for International Applicants form provided by Eastern Michigan University.
- Copy of current passport
- English proficiency: An official score report received directly from one of the following test agencies and not more than 2 years old:
  - TOEFL - Test of English as a Foreign Language
  - IELTS - International English Language Test System
  - MELAB - Michigan English Language Assessment Battery
  - PTE - Pearson's Test of English

Note: International Students should follow the additional requirements listed on the International Students webpage.

If you have changes to any application you have submitted, please notify Eastern Michigan University's Office of Admissions immediately.

- Applicants may email at: graduate_admissions@emich.edu
- International applicants may email at: international.admissions@emich.edu
- Office of Admissions: (734) 487-3400
- Office of International Admissions: (734) 487-0305

Begin a New Application

How do I create an Application?

After reviewing the application Information from the home screen click "Begin a New Application" to create a new application

Starting Your Application

* denotes a required field

Name

Last name or family name *	Smith
First name or given name*	Joe
Middle name or initial	M
If you have only one name, enter it here	

Other Names

Provide any other names by which you are known (e.g. maiden name, other versions of your name). Include a complete entry with your last, first, and middle names.

+ Add Name

Biographical Information

Date of Birth: January ▼ | 1 ▼ | 2016 ▼

Gender: ○ Female ● Male

Are you Hispanic or Latino? ● No ○ Yes

What is your race? You may select one or more races

☐ White
☐ Black or African American
☐ American Indian or Alaskan Native
☐ Asian
☐ Native Hawaiian or other Pacific Islander

Permanent Address

International student expecting an F1 or J1 visa must provide their address in their home country.

Country*	United States of America ▼
Street Line 1*	555 Test Street
Street Line 2	
Street Line 3	
City*	Ypsilanti
State*	Michigan ▼
Zip or Postal Code*	48197

Mailing Address

This is a temporary address to be used regarding this application.

☑ Same as Permanent Address

Country*	United States of America ▼
Street Line 1*	555 Test Street
Street Line 2	
Street Line 3	
City*	Ypsilanti
State*	Michigan ▼
Zip or Postal Code*	48197

Contact Information

Please Include Country Code in Phone Numbers.

If outside the US or Canada include country code. No dashes Ex: 7344871849

Home Phone	5551234567
Work Phone	
Mobile Phone	
Email*	testemail@gmail.com

Sidebar navigation:
- 🏠 Home
- Name
- Other Names
- Biographical Information
- Permanent Address
- Mailing Address
- Contact Information
- Residency and Citizenship
- Educational Background
- Other Questions
- Program of Interest
- Items Required for This Program
- **Save Application**
- **Submit Application**

Callout 1:

Starting Your Application:

If this is your first application you will need to enter Name, Biographical, Mailing Address, Permanent Address and Contact Information.

* Note: If you apply a second time this information will be automatically populated

Callout 2:

Mailing Address Same as Permanent Address?

Click the box to automatically populate

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Residency and Citizenship

Residency and Citizenship

Are you a US citizen?* ● No ○ Yes
Country of Citizenship* [▼]
Country of Birth* [▼]
Do you hold a valid US Permanent Resident Card?* ○ No ○ Yes

Do you hold a valid US Permanent Resident Card?* ● No ○ Yes
What is your current Visa status?* [None   ]
What is your expected Visa status?* [▼]

Are you a Citizen of Another Country?

Select Your Country of Citizenship, Country of Birth and if you hold a US Permanent Resident Card.

If you do not hold a Permanent Resident Card please select your current Visa Status and your expected Visa Status.

Residency and Citizenship

Are you a US citizen?* ○ No ● Yes
What is your state of legal residence* [▼]
How long (Years/Months)?*
    Years [   ]
    Months [   ]

Are you a Citizen of the US?

Select "Yes" and let us know what is your state of legal residence. Also enter how long you have been a resident of the state.

Educational Background

Educational Background

Indicate all colleges/universities where you have previously attended or attempted credit (list the most recent first). We will request EMU transcripts for current and former EMU students. You must request official transcripts in a sealed envelope from all other colleges/universities previously attended.

Applicants with international credentials must submit a course-by-course evaluation done by Educational Perspectives of all of their post-secondary credentials. See this website to apply for the credential evaluation: edperspective.org/emich . Note: Failure to report all institutions attended will invalidate your application and may result in dismissal, if you have been admitted.

Please use the search box to find your institution. If you are unable to find your institution you may add it manually by clicking the Add Unlisted Institution button below.

[+ Add Unlisted Institution]

Search for Institution by: [ⓘ Search Hints]
Name: [   ]
City: [   ] State/Province: [▼] Country: [United States of America ▼]
    [🔍 Search]

Have you completed courses at another College of University?

Enter all previously attended Colleges and/or Universities in the Education Background section.

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Educational Background (continued)

Search for Institution by: **ⓘ Search Hints**

Name:

City: Ann Arbor   **State/Province:**   ▼ **Country:** United States of America   ▼

🔍 **Search**

Add	Access Intl Business Institute
Add	Ann Arbor Inst Massage Therapy
Add	Ave Maria School of Law
Add	Concordia Univ MI
Add	Huron Valley Amb Ctr EMS Ed
Add	Mich Technical Inst
Add	Reading Dynamics Inst
Add	Ross Medical Education Center
Add	Univ Michigan Ann Arbor*
Add	Washtenaw Cmty College

Search of your Institution:

You may search for your previously attended school by entering a Name, City, State or Country and then clicking the search button.

The result of the will show on the screen and you can click add next to your institution to add to your application.

🔍 **Search**

Remove

Univ Michigan Ann Arbor*

Dates attended - from	January ▼	1 ▼	2015 ▼
Dates attended - to	January ▼	1 ▼	2016 ▼
Date of graduation or expected graduation	January ▼	1 ▼	2016 ▼
Degree completed or expected	Masters		

Other Questions

When did you attend?

Let us know when you attended your previous institutions and when you graduated.

Other Questions?

Other Questions

If you previously attended EMU, please provide your student ID

Have you served in the U.S. Armed Forces?*   ○ No ○ Yes

Have you ever been convicted of a criminal offense other than a minor traffic violation, or found to be delinquent by a juvenile court, or are there any such charges currently pending against you at this time?*   ○ No ○ Yes

Have you ever been expelled, suspended, placed on probation, or been subject to any other disciplinary action at any secondary school or college you have attended?*   ○ No ○ Yes

Have you served in the U.S. Armed Forces?*   ○ No ◉ Yes

Date served - from*   [Month ▾] [Day ▾] [Year ▾]

Date served - to*   [Month ▾] [Day ▾] [Year ▾]

Have you ever been convicted of a criminal offense other than a minor traffic violation, or found to be delinquent by a juvenile court, or are there any such charges currently pending against you at this time?*   ○ No ◉ Yes

Please explain*

Have you ever been expelled, suspended, placed on probation, or been subject to any other disciplinary action at any secondary school or college you have attended?*   ○ No ◉ Yes

Please explain*

Have you been an EMU Eagle before?

Let us know if you already have a student Id. If you are not sure don't worry we will find you prior student id for you and you can just leave this blank.

Are you a Veteran?

We would like to know and honor you at EMU. Let us know when you served and we will connect you with campus resources.

Do you have a criminal or academic disciplinary issue in your past?

Give a brief summary of the situation and our disciplinary team will review and make a recommendation on your admission to the University.

Program of Interest

Program of Interest

Please select the admission type for which you are applying. For general studies select Graduate Studies for Department and Undeclared for Program

Application type*   NEW - I want to apply to a new EMU grad program

NEW - I want to apply to a new EMU grad program
Non-DEGREE/GUEST - I am applying for Non-degree or Guest status (not eligible for financial aid)
PROGRAM TRANSFER - I want to switch into a different EMU grad program from my current one
RE-ENROLL - I want to re-enroll in an EMU grad program (I haven't taken classes in 2 years)
UPDATE - I want to update my pending application to a different semester

College*
Program*
Term for which you are applying*

What type of Applicant are you?

Select the application type that describe the you.

Program of Interest

Please select the admission type for which you are applying. For general studies select Graduate Studies for Department and Undeclared for Program

Application type*

🛈 About Application Types

College*
Program*
Term for which you are applying*

College of Arts & Sciences
College of Business
College of Education
College of Health & Human Serv
College of Technology

Items Required for This Program

What Academic Area do you want to study?

Programs of Study are grouped by College. First select your College and then select your program.

Not sure what college your program resides?

Click link to Search

Program of Interest

Please select the admission type for which you are applying. For general studies select Graduate Studies for Department and Undeclared for Program

Application type*   NEW - I want to apply to a new EMU grad program

🛈 About Application Types

College*   College of Health & Human Serv

Program*   Social Work - Family & Children's Services - MSW

Term for which you are applying*   Winter (January - April) 2017

Program of Interest

Items Required for This Program

Please consult the catalog for specific instructions on fulfilling these requirements. Please note that programs may specify additonal requirements not listed below.

All required items can be attached to your application with the upload file button. If preferred, you may submit your application without attaching required items and return after application submission to upload required documents. Please include your name and address on all uploaded documents.

Personal Statement

A letter of intent is required to support the evaluation of your application. Please review the Degrees & Programs section of web site (link above) for any specific guidance. Click here to upload document. *

Upload File

Employment and Volunteer Records

Documented evidence of your work and/or volunteer experience is required to evaluate your application. Click here to upload document.*

Upload File

Official College Transcripts

Official College Transcripts for all of the institutions you have attended are required to evaluate your application. Please request transcrip be submitted by email to:

transcripts_admissions@emich.edu

or by mail to:

Office of Admissions
Eastern Michigan University
P.O. Box 970
Ypsilanti, MI 48197*

Recommendation Letter

Requests for recommendation are available after submission of the Application. To complete the necessary steps to request a recommender, please submit application and return 24-48 hours after submission to access the recommendation system. *

Second Recommendation Letter

The program of interest to which you are applying requires an additional recommendation. Please follow the instructions noted in the initial Recommendation Letter to request an additional recommender. *

Third Recommendation Letter

The program of interest to which you are applying requires an additional recommendation. Please follow the instructions noted in the initial Recommendation Letter to request an additional recommender. *

What are the requirements of my program?

Once you select your program of study the required items for your program will automatically populate. Many departments have specific requirements and make sure to consult the University catalog for your specific area of study. When reviewing the catalog make sure to look for Admissions Requirements within you program of interest.

Click to Link to Catalog

Required Items

Items Required for This Program

Please consult the catalog for specific instructions on fulfilling these requirements. Please note that programs may specify additonal requirements not listed below.

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Third Recommendation Letter

The program of interest to which you are applying requires an additional recommendation. Please follow the instructions noted in the initial Recommendation Letter to request an additional recommender. *

Do I have to upload all required items prior to submitting my application?

Required items can be submitted at the time of application or maybe upload after you submit your application. **Note**: Your application will remain in a pending status until you have submitted all required items.

Official Transcription and test score requirements must be delivered from your home institution and can not be submitted directly.

Application Submission

Submit Application

How do I submit my Application?

Click Submit Application from the lower left menu bar

By submitting this application I certify that all information in this form is complete and accurate to the best of my knowledge, and that I have listed ALL institutions previously attended. I understand that misrepresentation or omission of any information may be cause for denial of or cancellation of my admission OR may result in my being suspended or dismissed from Eastern Michigan University, if discovered subsequent. I understand that all pertinent rules and policies of Eastern Michigan University apply to me immediately upon admission and that it is my responsibility to become knowledgeable about them. I understand that all credentials submitted in support of this application become the property of the University and are not returnable.

Digital Signature

Name: Joe Smith

Date: 12/12/2016

Submit

Signing and Application Payment:

All applications are signed electronically. Please review the certification statement and type your full name. Once complete you can click Submit

Pay by credit card

You will be redirected to TouchNet, a secure payment processor

Continue to Payment

If you have a fee waiver from an Admissions event or representative, please enter it bel

Waiver Code

Apply Fee Waiver

Your Waiver was applied and your application has been submitted

EASTERN MICHIGAN UNIVERSITY

Checking Application Status

Applications	Date Modified
Graduate Application	December 12, 2016

How can I check the status of my application?

Once your application is submitted you may return to the application portal to review status of admission. To access your application status click on the "Graduate Application" link from the Home screen. All required items will be displayed with option to upload and/or list the date received.

Document Checklist Status

Joe Smith

College of Health & Human Serv / Social Work - Family & Children's Services - MSW

Winter (January - April) 2017

Submit Changes

Document Code		Document Description	Received Date	In Process Status		
CLT1	ⓘ Info	College Transcript				
PRSN		Personal Statement	12/12/2016			
REC1	ⓘ Info	Recommendation Letter 1			⊕ Upload File	✉ Send Email Request
REC2	ⓘ Info	Recommendation Letter 2			⊕ Upload File	✉ Send Email Request
REC3	ⓘ Info	Recommendation Letter 3			⊕ Upload File	✉ Send Email Request
SWEV		Employment&Voluntarism Record	12/12/2016			

Requesting a Recommendation

How do I request a recommender?

Click "Send Email Request"

REC1	ⓘ Info	Recommendation Letter 1			⊕ Upload File	✉ Send Email Request

Requesting a Recommendation

Send Email Request for Letter of Recommendation ✕

Recommender's Email Address:

`|`

Waiver Option

○ I waive my right of access to this recommendation letter and understand that I will not be able to see it under any circumstances

○ I do not waive my right of access to this letter of recommendation

[Cancel] [**Send Email Request**]

Selecting your Recommender:

Type the email address of the recommender

Check your preferred waiver option

Click "Send Email Request"

| REC2 | ⓘ Info | Recommendation Letter 2 | | email sent: jnovak17@emich.edu | ✉ Cancel Email Request |

Cancel Email Request for Letter of Recommendation ✕

jnovak17@emich.edu

[Cancel] [**Cancel Email Request**]

Need to Cancel a Request for Recommendation?

Click "Cancel Email Request"

Confirm your cancellation by clicking "Cancel Email Request"

After confirming you cancelation request you can elect a new recommender.

| REC2 | ⓘ Info | Recommendation Letter 2 | | | ⊕ Upload File ✉ Send Email Request |

Requesting a Recommendation

You are receiving this message from Eastern Michigan University - Graduate School because the below referenced student has chosen you to provide a recommendation.

Name of Applicant: Joe Smith

Program of Interest: College of Health & Human Serv/Social Work - Family & Children's Services - MSW

Application Term: Winter (January - April) 2017

Please complete the attached recommendation form. The completed recommendation form can be submitted by accessing the below reference link.

Upload Link

Note: The student has waived their right of access to the recommendation form.

If you have questions or need additional information please contact graduate.admissions@emich.edu.

Thank you for your insight and recommendation!

What does the email look like that is sent to my recommender?

Your recommender will receive a message with an attached recommendation form. Once the recommendation form is complete, the recommender will upload.

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Graduate School Recommendation

Recommedender Information

Last Name: Click here to enter text.   First Name: Click here to enter text.

Employer: Click here to enter text.

Title: Click here to enter text.

Street Address: Click here to enter text.

City: Click here to enter text.   State: Click here to enter text.   Zip: Click here to enter text.

Country: Click here to enter text.

Email: Click here to enter text.

Recommender Rating

How long have you know the applicant?	Choose an item.
What is your relationship with the applicant?	Click here to enter text.
Potential for success in a graduate program?	Choose an item.
Mastery of fundamental academic knowledge in discipline?	Choose an item.
Ability to understand and apply new ideas?	Choose an item.
Ability to take initiative?	Choose an item.
Ability to work well with others?	Choose an item.
Verbal Communication Skills?	Choose an item.
Written Communication Skills?	Choose an item.
Aptitude for technology and it's use?	Choose an item.
Academic Integrity?	Choose an item.
Effectiveness in working with people of diverse backgrounds and populations?	Choose an item.
Motivation to pursue graduate work?	Choose an item.
Personal Maturity?	Choose an item.
Demonstrated capacity for leadership?	Choose an item.
Ability to work independently?	Choose an item.
Do you recommend the applicant for graduate study?	Choose an item.

What does the Recommendation form look like?

The recommendation form asks for information that identifies how the recommender has interacted with you previously. Additionally, the recommender will supply a rating on specific key areas that will help the University assess your readiness for Graduate work and probability for success.

Document Code		Document Description	Received Date	In Proc
CLT1	ⓘ Info	College Transcript		
PRSN		Personal Statement	12/12/2016	
REC1	ⓘ Info	Recommendation Letter 1	12/12/2016	

How will I know if you recommender has submitted their recommendation?

You can review the status of your recommendation from the Document Checklist Status screen. If a recommendation has been received a received date will be noted.

Uploading a Letter of Recommendation

REC1   ① Info   Recommendation Letter 1   ⊕ Upload File   ✉ Sen

Select a file to Upload   ×

Browse...

Cancel   **Upload File**

Have you been approved by your department to upload a Recommendation Letter?

If you program of study allows or has approved the use of a previously submitted letter of recommendation, you may upload by using the "Upload File" link. Please note that prior approval is required from the department and if approval is not given it may delay your admission. Click Browse to locate file and then Click "Upload File". After upload you have the ability to remove file and upload a different file if needed.

REC2   ① Info   Recommendation Letter 2   file uploaded: FAQ.pdf   ⊖ Remove File

Submit Changes

Submit Your Changes?

Uploaded files must be submitted by clicking on the "Submit Changes" button in the upper right corner of the screen. Documents will not be processed and will not be attached to your application until you have confirmed by submitting your changes.

REC2   ① Info   Recommendation Letter 2   12/12/2016

How will I know if you document has been received?

You can review the status from the Document Checklist Status screen. If a received date is displayed, your document has been received and is in the process of being reviewed.