



GRADUATE APPLICATION CHECKLIST

▪ *Master of Science (M.S.) degree in Human Ecology, with a specialization in Human Nutrition*

DECEMBER 1

Application Deadline for ALL students applying to M.S. in Human Nutrition

Admission to the M.S. program in the Department of Human Nutrition requires: (1) a bachelor's degree from an accredited institution, (2) a cumulative point-hour ratio at or above on all previous undergraduate (3.25/4.00) and graduate coursework (3.50/4.00), (3) official GRE scores regardless of GPA or degrees received with a minimum score of Verbal, 60th percentile; Quantitative, 45th percentile; Writing 50th percentile.

Please read all instructions carefully before applying and visit <http://ehe.osu.edu/hn/> for more details.

STEP ONE

APPLY TO THE GRADUATE ADMISSIONS OFFICE

- Submit a completed online application at <http://gradapply.osu.edu>
 - Choose (Autumn 2012, program/department and subplan)
- Submit a nonrefundable application fee
 - Domestic Applicants - \$40.00
 - International Applicants - \$50.00
 - There are NO application fee waivers.
- Submit ONE official transcript (in a signed sealed envelope) or record of marks for each college or university level school ever attended.
 - If you have attended The Ohio State University in lieu of an official transcript, you may submit a copy of your OSU Advising Report located at www.buckeyelink.osu.edu.
 - An official transcript MUST be submitted for all transfer work.
 - An English translation of any foreign documents is REQUIRED.
- Submit official GRE scores.
 - ALL applicants MUST submit GRE scores regardless of GPA or degrees received. ONLY the general/revised GRE is accepted. The GMAT is NOT accepted.
 - Scores may not be older than FIVE years at the time of application.
 - Test information and how to register is online at www.gre.org
 - The Ohio State University institution code is **1592**. There is no department code.

International Applicants Only:

- Submit official TOEFL scores – ONLY if you are an applicant whose native language is not English.
 - If you have earned a bachelor's degree or equivalent in a country where English is the native language you DO NOT need to take the TOEFL.
 - Competitive applicants will have scored minimum or higher: TOEFL: 600 paper, 250 CBT, 100 IBT; MELAB: 86 IETLS: 8.0.

MAILING ITEMS FOR STEP ONE

Regular U.S. Mail

Graduate Admissions Office
The Ohio State University
P.O. Box 182004
Columbus, OH 43218-2004

Express Mail

Graduate Admissions Office
SAS Building, 1st Floor
281 West Lane Avenue
Columbus, OH 43210-1132

International Mail

Graduate Admissions Office
The Ohio State University
P.O. Box 182083
Columbus, OH 43218-2083

QUESTIONS ABOUT STEP ONE?

Phone

614-292-9444

Fax

614-292-3895

Email

gradadmissions@osu.edu

Web

<http://gradadmissions.osu.edu>

STEP TWO

APPLY TO THE Department of Human Nutrition

MAILING ITEMS FOR STEP TWO

Regular U.S. Mail

Graduate Admissions
Department of Human Nutrition
The Ohio State University
PAES Building A100
305 W. 17th Avenue
Columbus, OH 43210

QUESTIONS ABOUT STEP TWO?

Phone

614-292-6787

Fax

614-292-7229

Email

Nutrition_ms@ehe.osu.edu

Web

<http://ehe.osu.edu/hn>

NEED MORE DETAILS?

<http://ehe.osu.edu/hn/programs/nutrition/ms-nutrition.php>

CHECK YOUR APPLICATION STATUS

<http://appstatus.osu.edu>

- Submit a signed statement of purpose
 - Should be approx 1000 words or less, and answer the following questions:
 - Why are you interested in the M.S. program in Human Ecology with a specialization in Human Nutrition at The Ohio State University?
 - As a citizen of the Department of Human Nutrition, what will you bring in terms of leadership, service, and experiences?
 - What are your long and short term professional goals?
 - Describe your background in research and/or work experiences that will contribute to your work in Human Nutrition.
 - What research area(s) and with whom are you interested in pursuing graduate work at the Ohio State University?
- Submit ONE transcript (can be official or a copy) or record of marks for each college or university level school ever attended.
 - If you have attended The Ohio State University in lieu of an official transcript, you may submit a copy of your OSU Advisory Report located at www.buckeyelink.osu.edu.
 - A transcript MUST be submitted for all transfer work.
 - An English translation of any foreign documents is REQUIRED.
- Submit THREE letters of recommendation
 - Each letter must be on recommender's official letterhead in a signed sealed envelope.
 - Each letter must be accompanied by a completed OSU Reference Form, located at <http://admissions.osu.edu/apps/pdfs/refer.pdf>
- Submit a current professional resume or curriculum vita
 - Must include full name, and program of interest

Application Organization & Submission Tips

- ✓ Keep copies of all application materials. Once submitted, the application and all supporting documents are the property of Ohio State and may not be returned to the applicant, forwarded to another institution, or duplicated for any purpose other than the OSU application and admission process.
- ✓ Include identifying information (i.e. name, application #, program) on each item (statement of intent, letters of recommendation, and resume). If your name has been changed, note this on all application materials to ensure items are properly matched.
- ✓ Correctly identify the program for which you are applying. There are distinct differences between tracks within programs and between degrees within programs (i.e. M.A. vs. Ph.D).
- ✓ The statement of intent, resume and recommendation letters should be submitted in hard copy form to Human Nutrition directly. From experience, letters submitted via hard copy are more professional and provide a stronger recommendation than those submitted electronically. Additionally, electronic submission of these items does not guarantee a faster processing time.
- ✓ It is recommended that you send your application materials for Step 2 together in one envelope. This ensures that all materials are received together making processing your application easier and faster.
- ✓ Information about your Application Status and receipt of materials can ONLY be obtained online. It may take several days for items to show as received online.