Purdue University - Biological Sciences Department
Domestic Student Application File Checklist

— Deadline December 7

— Purdue University Graduate School Application for Admission - includes
  o Statement of Purpose – This required item is part of the Graduate School Application and must be completed prior to submission of that application.
  o Vita/Resume – is not required but recommended
  o Writing Sample – You may submit a research paper from a class or a pdf of a publication. The faculty would like to view your writing skills.
  o Three letters of recommendation from persons of professional rank, preferably professors in charge of your upper division science courses or with whom you have done research. The recommenders listed as part of the Graduate School Application will receive notification and instructions on how and where to submit their recommendation electronically.

— All Applicants: BEGINNING with Fall 2016:
  o You must upload to the online application transcript(s) and/or academic document(s) for every institution of higher education you attended. If a transcript is not in English, you must upload an English translation certified by the college or university which issued it.
    ▪ If personal identifying information such as a student identification number or social security number appear on the document, REMOVE THIS INFORMATION from your electronic version of your document or mark out the information in black ink before scanning your document.
      Hint: make a copy of the transcript then mark out in black ink before scanning.
  o Provisional Certificates are not accepted
  o All transcripts and/or academic documents uploaded to the online application system will be considered unofficial.
    ▪ You will need to provide official transcripts and/or academic records at the request of the graduate program or if you are admitted and choose to enroll. An official transcript bears the original signature of the registrar and/or the original seal of the issuing institution. Official documents should be submitted to:
    ▪ Transcripts and/or English translations must be mailed directly from a Registrar’s office to the Office of Graduate Admissions. (You can choose to send the transcripts yourself, but the transcripts must be in an envelope sealed by the Registrar).
  o Domestic Applicants:
    ▪ The Office of Graduate Admissions also accepts electronic transcripts from accredited U.S. colleges and universities sent via eSCRIP-SAFE, Docufide, Parchment Exchange or directly from the accredited U.S. college and university. Under a new pilot program, effective August 1, 2014, the Office of Graduate Admissions will also accept electronic transcripts from colleges and universities in India via TrueCopy Credentials or Parchment Exchange. The transcript must be sent to gradadm@purdue.edu. The Office of Graduate Admission does not accept electronic transcripts from international colleges or universities except for those noted in the pilot program above. Transcripts will not be returned.

— Official GRE Aptitude Test Scores (Verbal, Quantitative, Analytical Writing) - must have been taken after March 31, 2005. Copies are NOT acceptable. Scores must be sent directly to the Purdue University Graduate School from ETS. Minimum score of 3.5 is required for the Analytical Writing.

Our Admissions Committee requires this information in order to evaluate your application. The Committee will not consider applications until all of the information is received and the application fee has been paid.

You are reminded that December 7th is the deadline for all application materials to be RECEIVED in this office for an August/Fall entry.

Updated: 8/28/2015