

Application Checklist

2-year option

Master of Science in Engineering (MSE)

Thank you for your interest in graduate studies at Purdue University! The following checklist will assist you in completing your Graduate School application and preparing the documents supporting your application.

☐ Create an **application account** to start your Graduate School application.

☐ Complete the following sections of the application:

- Personal Background
- Emergency Contact
- Residency
- Campus and Program
 - > Select a Campus: Select "West Lafayette (Main Campus)"
 - > Select Your Proposed Graduate Major (PWL): Select "Interdisciplinary Engineering"
- Program Details
 - > Area of Interest: Select from the following options:
 - Engineering Management and Professional Practice (on campus)*
 - Aeronautics and Astronautics Management with Professional Practice (on campus)
 - Mechanical Engineering and Management with Professional Practice (on campus)
 - > Degree Objective: Select "MS in Engineering (MSE)"
- Education Background
- Additional Information
- Employment
- **Statement of Purpose** Upload
- **Test Scores**
 - > Graduate Record Examination - **GRE** (Required – application code 1631)
- Diversity Essay (not required)
- Resume Upload
- **Letters of Recommendation**
- Acknowledgments
- Signature
- Review

*All disciplines besides those individuals interested in Aero & Astro or Mechanical Engineering should select "Engineering Management and Professional Practice (on campus)" as their Area of Interest.

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- ☐ Pay the nonrefundable **application fee** by credit card. The Graduate School degree application fee is \$60 (U.S. dollars) for domestic applicants and \$75 (U.S. dollars) for international applicants.
- ☐ **Upload an official transcript** to the online application for every institution of higher education attended, regardless of whether or not a degree was received. An unofficial transcript printed from your institution's student system is not an acceptable document. Transcripts not in English must be uploaded with a certified English translation by the college or university which issued it. If the degree granted and date awarded are not noted on the transcript, an attested copy of the original diploma certificate is needed.

If uploading the diploma, a copy of the original must be made and verified by one of the following: the institution that issued the diploma, the employer, an official such as a lawyer (notarized), or an upper level financial institution employee (notarized). The verifier must write "This is a true original copy of the diploma for (student's full name)" on the copy, sign and date the copy, and write their name, title, phone, and email address on the copy. The copy cannot be faxed or sent over email, it must be mailed to the graduate program.
- ☐ Three letters of recommendation are required for degree-seeking applicants. Online recommendation providers will receive an email notification with instructions for accessing the recommendation system during the application process once you enter their names in the application. For recommendation providers who prefer to submit a **paper recommendation**, the recommendations should be emailed directly to Eric VandeVoorde (evandevo@purdue.edu).
- ☐ International degree-seeking applicants whose native language is not English are required to submit proof of English proficiency. The Graduate School accepts the Test of English as a Foreign Language (TOEFL), International English Language Testing System (IELTS) or Pearson Test of English (PTE) Academic scores for admission. Some graduate programs may have higher score requirements than the Graduate School's **minimum score requirements**. The Graduate School will routinely waive the English proficiency requirement for applicants who have received a degree within 2 years from a school where English is the primary language of instruction in one of the recognized **English speaking countries**. Note: If you have not done so already, request that ETS send your scores electronically to the Purdue University - West Lafayette campus using code 1631.
- ☐ You may check the status of your submitted application by logging into your **online application**. The graduate program to which you applied updates your application status. If you have additional questions regarding your application status, you should contact the graduate program directly.

Mail Application Materials to:

Professional Master's Program Administrator
Engineering Professional Education
Seng-Liang Wang Hall
516 Northwestern Avenue, Suite 2500
West Lafayette, IN 47906-3105

You may submit letters of recommendation online, send to the address above or fax to: (765) 494-6628.