Checklist for Submitting your IIP Application

Prior to submitting, be sure you have done the following ready and are prepared to supply the requested materials/test scores within your proposal. You will also have the opportunity to upload materials during the application process.

If you have questions regarding this process, please contact Melis Edwards.

1. In one document, which will be uploaded in place of the “Statement of Purpose,” please:
   a. List of five (5) Committee members (Name, department, phone or email)
      NOTE: Must be a faculty member of a doctoral granting program. Committee members need to provide a bio sketch including his/her role in the IIP.
   b. Provide at least two (2) disciplines of the IIP program.
   c. Indicate a relevant research plan with, at minimum, PhD level research questions.
   d. A curriculum plan that includes proposed courses of study.
   e. An assessment plan that includes details for how your progress in the IIP will be assessed (i.e., Program Learning Outcomes).
   f. Please let the committee know if you have you applied to an existing doctoral graduate program at MSU? (Yes/No) If yes, please explain why you are not pursuing that degree program.
   g. Finally, let the committee know if you have been dismissed from an existing doctoral graduate program at MSU.

2. Updated resume

3. Send official GRE scores (you can self-report scores during the online application).

4. International: Send official English proficiency scores (you can self-report scores during the online application).

5. Completion of at least 20 credit hours of graded graduate course work.

6. A minimum cumulative graduate grade point average of 3.50 (out of a 4.00)

7. Send official transcripts from all previous institutions (Alum of MSU do not need to supply MSU transcripts). If you have attended MSU in the past as a graduate student, indicate this in your application when asked. You will not be required to supply transcripts, if you have already done so.