DEPARTMENT OF GEOGRAPHY

Domestic Applicant Checklist

This checklist is a tool to guide you through the Graduate Admissions application process according to the requirements of the Department of Geography and Atmospheric Sciences programs. If you have questions, please contact geography-gradstudies@osu.edu.

Preparation to Apply
- **Deadlines**: Review the application deadlines as posted on the Department of Geography website. Where these deadlines conflict with deadlines posted elsewhere, the deadlines posted on the department website take priority.
- **Minimum Criteria:** Review the Minimum Criteria for your desired program as posted on the Department of Geography website.

Required Materials
- **Faculty Mentor:** Contact faculty members in the department that best fit with your research interests. You will need to identify a faculty member as your mentor to see you through the application process. They will be your advocate through the admissions process as well as through your first semester in the event that you are admitted to the program.
  - The Faculty Mentor must be identified in your statement of purpose as well as on the application (see below).
  - Please ask the Faculty Mentor for feedback on your materials.
- **Research Statement**: Also called your statement of purpose, this document lays out your research interests and academic direction. Your statement should be no more than 2 pages or 1200 words in length and must clearly identify your faculty mentor.
- **Curriculum Vitae:** An updated CV, even if you are applying for the Master's program and it feels short.
- **Three Letters of Recommendation**: While filling out your online application, you will be prompted to submit the names and contact information for your recommendation letter writers. Once you submit the application, an email will be sent to your writers so they can log in and submit their letters. Please contact your letter writers to confirm that they have received the information and are aware that their letters are required as part of your application.
- **GRE scores:** Official score report sent by Educational Testing Service (ETS) to OSU institution code #1592.
- **Transcripts:** Submit official transcripts. During the application stage, scans of official transcripts are permitted. Be sure to read the Graduate Admissions page on transcript rules.
- **Application Fee:** Your application will not be submitted until the application fee is paid. Application fees are non-refundable as policy as stated on the final steps of the application.

THE OHIO STATE UNIVERSITY
COLLEGE OF ARTS AND SCIENCES