



## GRADUATE APPLICATION INFORMATION: CHEMISTRY DEPARTMENT

Thank-you for considering our graduate program. Please read the information below and explore the linked websites.  
We cannot pre-screen applicants, but every **complete** application receives full scrutiny by the admissions committee.

**All application materials and fees go to the Graduate School as per instructions for the online application:**

Graduate Admissions Office  
534 Goodell Building  
University of Massachusetts  
140 Hicks Way  
Amherst MA 01003-9333

<http://www.umass.edu/gradschool/admissions> email [gradadm@grad.umass.edu](mailto:gradadm@grad.umass.edu) phone 413-545-0722 fax 413-577-0010

**Application Fee** Pay directly to the Graduate School. The Graduate School does not allow fee-waivers for international applicants. **We cannot see your application unless the fee is paid.** Note the additional information for internationals: <http://www.umass.edu/gradschool/admissions/international-students>

**Upload after “Submit” (Can’t): Alternative for Submitting Documents after Filing the Application**

System limitations do not allow documents to be uploaded after the application is submitted – after “Submit” is hit.  
☞ **Workaround:** Simply email whatever documents directly to the Graduate School: [gradadm@grad.umass.edu](mailto:gradadm@grad.umass.edu)

**Format of Attachments** PDFs. No images – no jpegs, scans, etc.

**Chemistry Dept Website** <http://www.chem.umass.edu/> ☞ Note the “Research” section of faculty research areas.  
Also see Institute for Applied Life Sciences: <https://www.umass.edu/ials/>

**December 15** Deadline to apply. Supporting materials may arrive after the deadline (within reason), but the **application form and fee must be filed by the deadline.** Late applications are considered up to a reasonable point. Consult the Chemistry Department before submitting a late application: J.M. Stowe (jms): [jms@chem.umass.edu](mailto:jms@chem.umass.edu)

**Fall Admission** Assistantship funding, program continuity, and success in finding a research adviser all depend on fall admission. (Other factors matter as well, but fall-admission is key.) Therefore, we do not have spring admission.

**PhD Applications Only** While it may be possible for a doctoral student to earn an MS degree “en route” to the PhD, we are a PhD program and do not accept applications for the MS degree.

**Objectives Page (online application)** Select “**Doctoral Degree**” as your Objective and “**Chemistry (PhD)**” as your Degree(s). A button then appears, “**Program Web Site**” – this links to our **Research Interests Form**.

**Research Interests Form**

This supplemental form gives us in-depth information about your research interests and background, and gives you an idea of which faculty have active research groups or might be taking new students. **Research Interests Form** (it’s a fillable-PDF): [https://udrive.oit.umass.edu/xythoswfs/webui/\\_xy-15543783\\_1-t\\_9ycVTNek](https://udrive.oit.umass.edu/xythoswfs/webui/_xy-15543783_1-t_9ycVTNek)

*Two ways to submit the Research Interests form:*

① **With the online application – before you hit the submit button.**

☞ **Save v. Submit Caveat:** You can save the application and then work on it later.

Hitting “Submit” locks you out of the application. Save the form before submitting it!

*or*

② **After you submit the application (no more uploading, remember):**

☞ email the form directly to the Graduate School: [gradattach@grad.umass.edu](mailto:gradattach@grad.umass.edu)

**Statement of Purpose (“SOP”)** The SOP should describe your research interests, background, goals, and how/why our graduate program is a good fit. This info will be somewhat redundant with our newly required Supplemental Form, but nonetheless will be useful.

**Recommendations/References** Minimum two required, but we would like to see **three** relevant letters.

**Resume** Submit your resume to the Graduate School/Graduate Admissions, same as other application materials.

### **3917 = Code for Sending Test Scores to UMass Amherst Graduate School**

- ☞ **Test scores should be sent to the Graduate School -- not to the Department.**
- ☞ **No department code** for Chemistry Department. There is **only the Graduate School code (3917)**.
  - ☞ ☞ If you must enter something for a departmental code use **0000**.

**GRE: General Test** The general test of the GRE is required. There is no minimum-score requirement as the GRE is only one aspect of the applicant’s overall qualifications.

**TOEFL (or IELTS)** Minimum score for the TOEFL is 550 paper/213 computer/80 internet. For the IELTS, 6.5 is the minimum combined score. (Our more successful international applicants have TOEFL scores of 600/250/100 minimum. The TSE is of particular interest to us. The TOEFL/IELTS should be taken within two years of the entrance date. (If you scored high enough on the previous test you may not need a retake.) Exemptions from the TOEFL/IELT are discussed in the FAQ section of the Graduate School’s Admissions page, see “Can the TOEFL requirement be waived?”

**Copies of Test Scores & Transcripts: Official v. Unofficial** We can review an application with unofficial copies of test scores and transcripts. But if we offer admission, official documents will be necessary before the Graduate School will process a formal admission. No admission offer is official until the Graduate School approves and implements it.

**Transcripts & GPA Conversion (Internationals)** If the grading system at your university is not the standard for the USA, you can use one of the Graduate-School approved organizations <http://www.naces.org/members.htm> to provide an official conversion of your transcript/GPA. Or (and/or) you can list your actual GPA on the Graduate-School application and very briefly explain what the grading system is. Usually this information is on the transcript, but your notation on the application form would be helpful. *Example:* Your GPA is 92/100 on 100-point scale, or 18/20 on a 20 point-scale, etc. Again, the transcript typically has an explanation of what score range is and what range corresponds to what category (“excellent,” “superior,” whatever . . .)

**Check Your Application File and Status** Approximately four days after you pay the application fee, the Graduate School will email you a **Net ID and access code**. **This will allow you to check your application status and to see which application materials have been received.** In fact, it is your responsibility to ensure that your file is complete. (We may not review an incomplete application.) Once a decision is made on your application, the Graduate School will send you an email prompt to check the status of application. Accepted applicants will also hear immediately from the Chemistry Department. The link to check your application status and file (after you have the admissions ID and access code): [http://webapp.spire.umass.edu/admissions/htdocs/applicant/gradapp\\_logon.html](http://webapp.spire.umass.edu/admissions/htdocs/applicant/gradapp_logon.html).

**Assistantships/Financial Support** We support PhD students in good standing with TA/RAships year-round for up to five years. Stipends currently average \$28+K with waivers of tuition and most fees, plus a substantial discount on health insurance. Because of the waivers, being in-state or out- (including international) has no bearing on the net fees a student (TA/RA) will actually pay. Moreover, credits are way fewer and fees are significantly less after the first year,