### Application Procedure

#### Applying

An applicant for a master’s, doctoral, or certificate program must submit a completed graduate application for admission, pay a nonrefundable application fee, and submit transcripts from previously attended academic institutions for admissions consideration. Depending on the academic program, students may also be required to submit test scores, resume/CV, recommendation letters, personal statement, and/or proof of a professional license. For more specific information about graduate admission requirements and the application process, visit the Graduate Admissions website (https://www.uah.edu/admissions/graduate/apply-for-admission/).

New applicants to The University of Alabama in Huntsville will be directed to complete The Common Application, a third party application portal that will assist UAH in collecting your required documents.

Please note you will be directed to one of the following applications:

- Engineering students will use "EngineeringCAS";
- Business students will use "BusinessCAS";
- Science, Nursing, Education and Arts, Humanities and Social Sciences will use "GradCAS";
- Alumni will be directed to use "Banner" to complete their graduate application.

Within The Common Application, you will be requested to provide transcripts, test scores, and a resume. Depending on the program you select, you may also be requested to provide additional documents, such as recommendation letters, a personal statement, and/or proof of a professional license. Each document that is requested will be noted in the application and will have a corresponding upload feature. Alumni may be requested to provide the same information but will email their domestic or international admissions officer directly when requested to do so.

Please see our Graduate Admissions Requirements (https://catalog.uah.edu/grad/admissions/graduate-admission-requirements/) for additional information.

#### Concurrent Degrees

An applicant for an additional graduate program (including a different degree in the same discipline, e.g. adding a master’s program to a Ph.D. program, or adding a certificate) who has been previously admitted to the Graduate School must submit a new application form to the Graduate School for the new program. The student must inform the chairs of both departments/programs that he/she is pursuing two degree programs concurrently.

Students who fail to enroll in classes within one year of their date of admission must submit a new application.

#### Disciplinary History Review

UAH is committed to insuring a safe learning environment for all students, faculty, and staff. As a part of this commitment, students who indicate on their admissions application that they have pending criminal charges or have been convicted of a crime may be required to disclose information as a required step in the application process. In addition, students who have ever been expelled or dismissed from an educational institution for disciplinary reasons may also be required to disclose information as a required step in the application process. A previous conviction, pending criminal charges, or other expulsion or dismissal does not automatically bar admission to the University, but does require review and evaluation.