APPLY FOR GRADUATE SCHOOL

This PDF provides instructions on how to submit the Graduate School application. The Graduate School application is required for those applying as a student for any of our graduate programs, non-degree seeking/certification only, or second bachelor. If you are a returning student, please see the "**Returning Student**" section at the bottom of this PDF (pg. 15).

Pull up the West Texas A&M University website (<u>https://www.wtamu.edu</u>). From the homepage, hover over the Academic tab and select **Graduate School**.



On the Graduate School homepage, select the **Application Process** link to view our Application and Admission Steps informational webpage. Selecting the Apply Now option in the photograph banner will also take you to this page.



Graduate Degree Programs

Application Process
 Academic Calendar

Financial Information

Assistantships

The Application and Admission Steps page provides three different options: 1) **Explore** provides resources about graduate programs offered at WT, program advisors, scholarships and financial aid, and other important information; 2) **Prepare** provides resources and information about admission requirements and deadlines; 3) **Apply** provides information about the Applicant Portal and the graduate school application, information about submitting transcripts, and information about submitting program specific admission documents. The final paragraph on this page provides information about the admission decision process. Explore this webpage as needed before you submit your application. When you are ready to apply, select the **Apply** option at the top of the page or scroll down to the Apply section.

WEST TEXAS	Ą&M	Apply	Visit	Quick Links	My Buff	Q Searc	h	
HOME > ACADEMICS > GRADUATE SCHOOL Graduate School Applica	tion and Admission	Info I	For About	Admissions	Academics	Student Life	Athletics	Research
Graduate School Message from Our Graduate School Dean 🗸 🗸						EDC		
Admission 🗸	APPLIC	ATION				LFS		
Graduate Degree Programs 🗸 🗸	The Graduate School is committed School academic advisors serve as	to promotin s liaisons for	ig graduate all prospe	study at W	est Texas Aa te students	&M Universi . We are hap	ty. Our Gr opy to assi	aduate st you
Financial Information 🗸	Evalara	with any qu		at you may r	lave.			
Current Students 🗸 🗸	Explore		epare		, pry			

Select the WTAMU Applicant Portal link. This is hyperlinked at the top of the Apply section and within the "Submit the Graduate School Application" information box.

Apply

Your first step is to submit your online graduate school application using the new WTAMU Applicant Portal. Next, you will need to send in your <u>application materials</u> to complete your admissions package.

After submitting your application, you can check the status of your application by visiting the <u>Returning User Login</u> page.

If at any time you have questions concerning the application process or submission of materials, please contact us.

Navigating the Applicant Portal



Submit the Graduate School Application

First, you should complete and submit your application using the new WTAMU Applicant Portal.

Register for the Applicant Portal by providing the required information and selecting the Register option.

	Registration Information	
First Name		
First Name (*Required	1)	
Last Name		
Last Name (*Required	1)	
Birthdate (MM/DD/YYYY)	
Birthdate (MM/DD/YY	YY)	
Email		
Email (*Required)		
Password		
Password (*Required)		
Confirm Password		
Confirm Password (*F	(equired)	
Password Complexity R Contains at least eight (8) of Uses three of the following fi Uppercase letters (A, B, C). Lowercase letters (a, b, c). Numerals (1, 2, 3). Special characters (`~!@ Is not a common word or na Is not one of your twenty-fou	<pre>equirements: maracters. bur types of characters: # \$ % ^ * () _ + - = { } [] \: ";' ? , . /). me, or a close variation on a common word or name. ir (24) previously used passwords.</pre>	

NOTE: If you receive an error stating that you have already registered for the portal then select the Back to Login option and use the "Forgot Your Password" link to reset your password. This error means that the email address that you are using is already on file in our system due to either a prior inquiry submission, attendance at a University event, or being a previous student. If you still have trouble logging into the Applicant Portal after resetting your password, please contact our office at (806) 651-2730 or graduateschool@wtamu.edu.

Error:

You are attempting to register as a new registrant. You had previously registered successfully for the applicant portal. Please select "Back To Login" to either enter your Username and Password as a returning user, or to reset your password.

REGISTRATION INFORMATION

Once logged into your portal, you will see the Home page. This page provides information about your application status, important resources, and your application checklist. Note that your checklist will be empty until you submit your application.

To begin your application, select the **My Application** tab at the top of the page or click on the "Start your Application Now!" link found in the Welcome section of your Home page.



Complete the required information in each section of the application. The first section of the application is **My Profile**, which requests personal data such as your name, birthdate, and contact information (including your email address, phone number, and mailing address). Please be sure to include your preferred first name and **all** previous legal first and last names, if applicable. Select the Save and Continue button at the bottom of the screen to move forward in the application.

Note: Throughout the application, only fields that have a red bar next to them are required.

	Personal Data		
University Interest	All fields marked with a red line are required for	submission.	
Citizenship	First name: 0	Phoebe	
Academic History	Middle name:		
Parent Guardian Information	Last name: 0	Laws.	
Residency		Buffay	
Additional Information	Preferred first name:		
	Previous/Other legal name(s):		
	Suffix:		
	Birthdate: O	10/16/1988	
	Last 4 of your SSN:	1 Million	
	Student Context Informatic		
	Student Contact Informatic	MT	
	Email address: 0	pheebs@gmail.com	
	Preferred phone:	Cell	v
	Cell phone:		
		(740) 040 0044	
		(718) 948-2944 International Phone Numbers: (+) followed by country code, city	code and then local number.
		(718) 948-2944 International Phone Numbers: (+) followed by country code, city	r code and then local number.
	Receive texts?	(718) 948-2944 International Phone Numbers: (+) followed by country code, city Yes	rode and then local number.
	Receive texts?	(718) 948-2944 International Phone Numbers: (+) followed by country code, city Yes	rode and then local number.
	Receive texts? • Home phone: Work phone:	(718) 948-2944 International Phone Numbers: (+) followed by country code, city Yes	r code and then local number.
	Receive texts? Home phone: Work phone:	(718) 948-2944 International Phone Numbers: (+) followed by country code, city Yes	r code and then local number.
	Receive texts? Home phone: Work phone: Permanent/Mailing Address information	(718) 948-2944 International Phone Numbers: (+) followed by country code, city Yes Ition	rode and then local number.
	Receive texts? Home phone: Work phone: Permanent/Mailing Address Informa	(718) 948-2944 International Phone Numbers: (+) followed by country code, city Yes tion	rode and then local number.
	Receive texts? Home phone: Work phone: Permanent/Mailing Address Informa (for international students: use your in home country add Country:	(718) 948-2944 International Phone Numbers: (+) followed by country code, city Yes tion turn turn turn turn turn turn turn tur	r code and then local number.
	Receive texts? Home phone: Work phone: Permanent/Mailing Address Informa (For international students use your in home country add Country: Address line 1:	(718) 948-2944 International Phone Numbers: (+) followed by country code, city Yes tion tunted States 2403 Meridan Ave	r code and then local number.
	Receive texts? Home phone: Work phone: Permanent/Mailing Address Informa (for international students: use you in home country add Country: Address line 1: Address line 2:	(718) 948-2944 International Phone Numbers: (+) followed by country code, city Yes tion tun tun tun tun tun tun tun tun tun tu	roode and then local number.
	Receive texts? Home phone: Work phone: Permanent/Mailing Address informa (for international students: use you in hore country add Country: Address line 1: Address line 2: City:	(718) 948-2944 International Phone Numbers: (+) followed by country code, city Yes tion United States 2403 Meridan Ave	roode and then local number.
	Receive texts? Home phone: Work phone: Permanent/Mailing Address Informa (for international students: use your in home country add Country: Address line 1: Address line 2: City:	(718) 948-2944 International Phone Numbers: (+) followed by country code, city Yes tion United States 2403 Meridan Ave Amarillo	r code and then local number.
	Receive texts? Home phone: Work phone: Permanent/Mailing Address Informa (for international students: use your in home country and Country: Address line 1: Address line 2: City: State:	(718) 948-2944 International Phone Numbers: (+) followed by country code, city Yes United States 2403 Meridan Ave Amarillo Texas	roode and then local number.
	Receive texts? • Home phone: Work phone: Permanent/Mailing Address Informa (for international students use you in hore country and Country: Address line 1: Address line 2: City: State:	(718) 948-2944 International Phone Numbers: (+) followed by country code, city Yes United States 2403 Meridan Ave Amarillo Texas 79106	roode and then local number.
	Receive texts? Home phone: Work phone: Work phone: Permanent/Mailing Address informa for international students: use your in hore country and Country: Address line 1: Address line 2: City: State: Zip code: Is your physical address the same as your permanent mailing address 1	(718) 948-2944 International Phone Numbers: (+) followed by country code, city Yes United States 2403 Meridan Ave Amarillo Texas 79106 Yes	roode and then local number.

The next section is **University Interest** which requires information about the academic level to which you are applying, student type, major program, and start term. Note that different fields will populate depending on your answers. If you <u>are</u> a US Citizen or Permanent Resident then the Application Type will be **Graduate**. If you <u>are not</u> a US Citizen or Permanent Resident then the Application Type will be **International**.

If you are applying to a **graduate program**, you will select **Graduate Degree-Seeking (Masters and/or Doctoral)** as the Student Type. Complete the University Interest fields as appropriate. Select the Save and Continue button to move forward.

Home	My Application	Application History	
	My Profile	University Interest	
	University Interest	If you need belo: please see the Admissions Home Page or the hover text in the o icon	
	Citizenship	Application type: Graduate Graduate	
· _ /	Academic History	Student type: 0	
	Parent Guardian Informa	Graduate Degree-Seeking (Masters and/or Doctoral)	
	Residency	Previously attended WT? No ~	
/	Additional Information	"You completed a semester at WT or have a Buff ID number from a previous application to WT." Program: Communication (MA)	
		List of Degree Programs by College and Department	
		Term: O Spring 2022 ~	
		Previous Save Save and Continue	

If you are applying as **non-degree seeking or for a certification**, you will select **Non-Degree Seeking (Includes Certification Only)** as the Student Type. Complete the University Interest fields as appropriate. Select the Save and Continue button to move forward. **Please be aware that non-degree seeking students are not eligible for financial aid.**

Home	My Application App	plication History	
	My Profile	University Interest	
	University Interest		If you need help: please see the Admissions Home Page or the hover text in the 0 icon.
	Citizenship	Application type: 0	Graduate
	Academic History	Student type: 0	Non-Degree Seeking (Includes Certification Only)
	Parent Guardian Information	Previously attended WT?	
	Residency		No "You completed a semester at WT or have a Buff ID number from a previous application to WT."
	Additional Information	Program:	Non-Degree Seeking
			List of Degree Programs by College and Department
		Term: 🕚	Fall 2022 🗸
		Previous Save	Save and Continue

If you are applying for a **second bachelor**, you will select **Second Bachelor's Degree** as the Student Type. Complete the University Interest fields as appropriate. Select the Save and Continue button to move forward.

Home	My Application	Application History	
	My Profile	University Interest	
	University Interest		If you need help: please see the Admissions Home Page or the hover text in the () icon.
	Citizenship	Application type: 0	Graduate
	Academic History	Student type: 🧃	Second Bachelor's Degree
	Parent Guardian Informat	tion Previously attended WT?	No
	Residency		"You completed a semester at WT or have a Buff ID number from a previous application to WT."
	Additional Information	Are you interested in a pre- professional major?	No
		C	
		Program:	Animal Science 🗸
		Tarm	List of Degree Programs by College and Department
		ieni.	Fall 2022 V
		Previous Save	Save and Continue

NOTE: The following sections of the application may vary depending on the program that you selected in the University Interest section. For example, if you selected a College of Business program then a GMAT Waiver Request section will populate for your application. Other programs will not have this section in the application. Complete this section as appropriate and then select the Save and Continue button to move forward.

I	Home	My Application App	lication History
		My Profile	GMAT Waiver Request
		University Interest	
		GMAT Waiver Request	Applicants to the Paul and Virginia Engler College of business Graduate Program at west lexas A&M University are required to submit a GMAT score as a part of their application. Applicants can complete this form to request that the GMAT score requirement be waived if they meet one or more of the eligibility conditions. If you do not meet any of the eligibility conditions, you may skip this section.
		Citizenship	GMAT Waiver Reasons
		Academic History	 I have 10 years of post-graduation, professional experience that show significant, upward career progression. I have previously earned a graduate or postgraduate degree with a cumulative GPA of 3.0
		Parent Guardian Information	or higher.
		Recommendation	Eligibility Statement
		Residency	I hereby request a waiver of the requirement to submit a GMAT score as a part of my application materials to the Paul and Virginia Engler College of Business Graduate Program at West Texas A&M University. This request is based on my meeting one or more of the criteria above, which will be confirmed upon official review of my resume and previous transcripts.
	-	Additional Information	Previous Save Save and Continue
		Payment Method	

The **Citizenship** section requests information about demographics and citizenship. Note that different fields will populate depending on your answers. Please **answer all citizenship questions accurately** as these answers help with processing residency and student status. Incorrect/incomplete responses to this section may result in the delay of application processing and an admissions decision. Select the Save and Continue button to move forward.

Home	My Application	Application History	
	My Profile	Demographic Information	
	University Interest	Gender	
	Citizenship	remaie	•
	Academic History	What is your ethnicity? American Indian or Alaska Native Asian	
	Parent Guardian Informat	ation 🗌 Black or African American	
		Native Hawaiian or Other Pacific Islander	
	Recommendation	wine with	
	Residency	Are you Hispanic/Latino? No	~
	Additional Information	What languages do you speak fluently other than English?	~
	Payment Method		
		Citizenship	
		Are you a U.S. citizen? Yes	~
		Country of birth: United States	~
		City of birth: New York City	
		State of birth: New York	~
		Previous Save Save and Continue	

IMPORTANT NOTE: If, after answering the citizenship questions, you receive the notation imaged below then you will need to **return to the University Interest Section of the application to change your Application Type to International**:



The Academic History section requires information about the colleges/universities that you have previously attended. Official transcripts are required from ALL colleges and universities that you have previously attended. This includes dual credit coursework during high school, community colleges, trade/vocational schools, military training, foreign institutions, undergraduate and graduate coursework, transfer coursework, any institutions that you attended where a degree was not received, and any institutions that you enrolled with but then withdrew from before completing courses. We must have an individual official transcript from each institution that you have attended to complete the transcript requirement. Due to this requirement, we utilize the National Student Clearinghouse to verify post-secondary institutions for ALL applicants. If you have multiple institutions that need to be added, then select the Add Another button towards the bottom of the screen. This will provide more fields for other institutions. When all institution information is complete select the Save and Continue button to move forward.

Home	My Application	Application History	
	My Profile	College	
	University Interest		
	Citizenship	College/University	
	Academic History		
	Parent Guardian Informat	Please list ALL post-secondary colleges or uni on correspondence, and distance learning credit, omission and may lead to forced withdrawal.	versities you have previously attended or are presently attending, including for extension, starting with the most recent. Failure to list all institutions will be considered an intentional
	Recommendation	College/University:	New York University ×
	Residency		To start, please identify your current home institution or the university you most recently
	Additional Information		attended. All institutions that you have attended must be recorded. Click the "Add Another" to include multiple institutions to your profile."
	Payment Method	School not found:	
		I'm currently attending this school:	No
		Attended from:	08/15/2010
		Attended to:	12/15/2018
		Hours earned:	
		Graduation date or expected graduation date:	MM/DD/YYYY
		Degree	Bachelor of Science
		Major/Area of study:	Physical Therapy
		Self-reported college GPA:	3.8
		Previous Save	Add Another Save and Continue

The **Parent Guardian Information** section requests information about your family; however, as a graduate applicant, you do not need to complete this section unless you are a dependent. Select the Save and Continue button to move forward.

Home	My Application Ap	plication History	
	My Profile	Family Information	
	University Interest	Please indicate your family's gross	
	Citizenship	income for the most recent tax year:	•one •
	Academic History	How many people including yourself live in your household?	
	Parent Guardian Information		
	Recommendation	Previous Save	Save and Next

The **Recommendation** section allows you to input information about the individuals that you intend to use for letters of recommendation. Many of our programs require one to three letters of recommendation utilizing an electronic form that is sent to your recommender via the email address that you provide in this section. Input the required recommender information and then select "Save and Send Form" to email the request to your recommenders are inputted then select the Save and Continue button to move forward.

Not all programs require recommendations. If you are applying to a program that does not have this requirement then this section will not populate.

NOTE: If you do not currently know who your recommenders will be, select "No" in the dropdown menu and then select the Save and Continue button to move forward. After you submit your application, you can return to the Recommendation section and add your recommender information by going to My Application and then Recommendation.



The **Residency** section requires information that is used to help us determine your residency for tuition purposes. This includes previous address information, answers to Texas specific residency questions, and employment information. Note that different fields will populate depending on your answers. Select the Save and Continue button to move forward.

Home	My Application	Application History	
	My Profile	Address of residence	
	University Interest	List all addresses where you have lived for the last three years. Enter the most recent address first	
	Citizenship	Have you lived at your	
	Academic History	Permanent/Mailing address listed in Yes	
	Parent Guardian Informat	ion three years?	
	Recommendation	Current Address	
	Residency		
	Additional Information	Mailing Country United States	
	Payment Method	Mailing Address Line 1 2403 Meridan Ave	
		Mailing Address Line 2	
		Mailing City Amarillo	
		Mailing State/Province	
		Mailing Zip/Postal Code 79106	
		Mailing Address Start Date 03/01/2018	

Residency

When you begin the semester for	L New	
which you are applying, will you have	Yes	*
lived in Texas for the previous 12		
consecutive months?		
Do you currently live in Texas?	Vac	
How long have you lived in Texas?	3 years	
Reason for being in the state?	Other	
	Work Assignment	
	Go to college	
	Stablish/maintain a home	
At any time in your life were you placed	1 m	
in foster care or adopted from foster	No	~
care in Texas?		
Are you a member of the U.S. military	ONone	
or a dependent?	O Veteran (former U.S. military servicemember)	
	O Current U.S. military servicemember	
	O Spouse or dependent of a veteran or a current U.S. military servicemember	
	O Spouse or dependent of, or a veteran or current U.S. military servicemember with	h an
	injury or illness resulting from military service	
	O Spouse or dependent of a deceased U.S. servicemember	
	No, I'm not a member, spouse or dependent of a member, or veteran of the U.S.	Military.
Do you own a home, land, or other	No	~
similar property in Texas?		
Do you own a business in Texas?	No	v
Do you hold a state or local license to	1 m	122
conduct a business or practice	NO	•
profession in the state of Texas?		
For the past 12 months, have you been	Var	
gainfully employed in Texas?	163	
For the past 12 months, have you	No	
received service from a social service		
agency that provides services to homeless persons?		
Are you married to a lexas resident?	No	~
Provide any additional information that		
you believe the university should know		
when evaluating your eligibility to be		
classified as a Texas resident.		
Bid on the second second second		
Texas for 36 months leading up to blob	No	~
school graduation or completion of the		
GED?		

Employer name:	Calming Concept Massage Therapy	
Position:	Masseuse	
Start date:	08/20/2018	
End date:	09/15/2021	
Employment type:	Full-time	
		Add Another

The **Additional Information** section requires you to answer our conduct questions, review and agree to the meningitis requirements, and acknowledge the University privacy policy and campus security and fire safety report.

Home	My Application A	pplication History	
	My Profile	Conduct Record	
	University Interest	Have you been convicted of a crime involving violence or sexual	No
	Academic History	misconduct? Have you been expelled from any	l
	Parent Guardian Information	secondary or postsecondary institution for conduct involving violence or sexual misconduct?	NO
	Residency	Are you currently under any investigation or subject to any pending	No
F	Additional Information	disciplinary action at any postsecondary institution for conduct involving violence or sexual	
-	r ayment mento	Meningitis Vaccination Red	quirement
			•
		l agree	I acknowledge that I have read information made available to me regarding the state mandated requirements concerning meningitis.
		Privacy Policy Acknowledg	jement
		l agree	By checking this box, I represent that I have read, understood and agreed to the terms and conditions of the Privacy Policy .
		Campus Security and Fire Safety Report Acknowledgement	
		l agree Previous Save	Notice to applicants: WTAMU's Campus Security and Fire Safety Report includes a crime report, safety checklists, emergency phone numbers, policy statements, descriptions of emergency campus services, information about the security of campus facilities and residence halls, sexual assault, stalking, domestic violence, dating violence, weapon violations, and the abuse of alcohol and other drugs. A printed copy will be provided upon request from the office of Student Affairs or the University Police Department.

The **Payment Method** section requires you to provide a response to how you will pay for the application fee. You can pay the fee at the time of application submission, choose to pay the fee at a later time, choose to waive the fee as a McNair Scholar, or choose to waive the fee as a returning student to the same program. Note that either of the waiver options will require documentation and verification by the Graduate School. Make your selection and then use the Save and Continue button to move forward.

NOTE: We are unable to send your application packet for program review without payment of the application fee or an approved waiver.



The final section allows you to submit your application to the Graduate School for processing. Be sure that you read the acknowledgment before signing, dating, and submitting your application. Note that your application is not submitted until you click on the Submit Application button at the bottom of the screen.

Home	My Application	lication History			
	My Profile	Submit Application			
	University Interest				
	Citizenship	Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review the application information that is collected. Under Section 559.004 of the Texas Government code, you are entitled to correct information held by an institution that is incorrect. You may correct information held by any institution to which you apply by contacting the institution. The information that is collected about you			
	Academic History	will be retained and maintained as required by Texas records retention laws (Section 441.180 at seq. of the Texas Government Code) and rules. Different types of information are kent for different periods of time. The Texas Higher Education Coordination Board, or its authorized			
	Parent Guardian Informa	ion (including, for example, to make you aware of financial aid opportunities) using any of the contact information for communication methods			
	Recommendation	(email, mail, phone, mobile, text message, social media, or automated telephone dialing equipment). You information will not be sold for commercial purposes.			
	Residency	If my application is accepted, I agree to abide by the policies, rules, and regulations at any college to which I am admitted. I authorize the			
	Additional Information	college to verify the information I have provided. I certify that the information I have provided is complete and correct and I understand that the submission of false information is grounds for rejection of my application, withdrawal of any offer of acceptance, cancellation of enrollment and/or supported adjustment and that difficults of my college will use information culture into the form In determine my control of the support of the form in			
	Payment Method	status for residency eligibility. I agree to notify the proper officials of the institutions of any changes in the information provided.			
	Submit Your Application	Signature Phoebe Buffay			
		Date 09/15/2021			
		Previous Submit Application			

Once your application is submitted, you will receive a confirmation notice. Please allow two to three business days for processing of your application by the Graduate School. Use the Return to Homepage button on the verification screen to view your application status and other requirements. The Home page also provides a listing of valuable resources that you can explore.





LOG OUT

Now that your application is submitted, your Application Checklist section on the Home page will provide information about your other required documents to complete your application packet. If you need more information about an individual item, be sure to click on the document title. The Home page will also now provide contact information for your Graduate School Academic Advisor. Please be sure to contact the Graduate School or your advisor directly with any questions or concerns.

WEST TEXAS A&M UNIVERSITYM			
Home My Application Application	n History		
Application Status	Phoebe Buffay - Your Next Steps!	Academic Advisor	
	Thank you for submitting your application.	I'm here for you at every stage of the application process. Please contact me if you have questions.	
PROFILE CREATED	Program: English (MA) Entry Term: Spring 2022 Buffalo Gold Card# : 1107381 (Your student identification number)	1 mg	
UNDER REVIEW	Your next step is to submit additional materials listed in the "Application Checklist" box in order to provide an admission decision. You can click on the checklist item to upload your missing documents or mail/email below:	Cailyn Nymeyer 806-651-2725 cnymeyer@wtamu.edu	
	Graduate School WT Box 60215 Canyon, TX 79016 graduateschool@wtamu.edu	Application Checklist Click on the items below for additional details.	
Resources • Academic Calendar	If you have previously applied for admission to West Texas A&M University, we may still have previous transcripts and documents on file. Please allow 2-3 business days for updates to the portal that will reflect those previously submitted documents.	New York University transcript Application Fee	
Academic Catalog Accreditation Application Process Accidentations	Transcripts: To complete your application package, official transcripts are needed from every post-secondary institution you have attended. Contact the previous institutions you attended and have them mail your	Meningitis Vaccination Proof or Waiver	

Please allow two to three business days for us to process your application.

RETURNING STUDENTS:

- If you are a returning student, but <u>have not</u> used the WTAMU Applicant Portal to apply then please follow the above instructions to register for the portal and submit the Graduate School application. **NOTE** that your credentials to access the Applicant Portal are not the same as the credentials used for your Buff Advisor/Student account.
- If you are a returning student, but <u>have</u> previously used the WTAMU Applicant Portal to apply then you will use the Returning User Login and the credentials that you used when you registered for the portal to access the portal.

Apply

Your first step is to submit your online graduate school application using the new <u>WTAMU Applicant Portal</u>. Next, you will need to send in your <u>application materials</u> to complete your admissions package.

After submitting your application, you can check the status of your application by visiting the Returning User Login page.

If at any time you have questions concerning the application process or submission of materials, please contact us.

Navigating the Applicant Portal



Submit the Graduate School Application

First, you should complete and submit your application using the new WTAMU Applicant Portal.

- Applications for graduate admissions require a non-refundable application fee (\$55)
- Applications for International admissions require a non-refundable application fee (\$90)

To check the status of your application, please visit Returning User Login.

NOTE that if you do not remember the password that you previously used to register for the portal then utilize the "Forgot Your Password?" link to reset your password. If you do not remember what email address you used previously when you registered for the portal then please contact the Graduate School at (806) 651-2730 or graduateschool@wtamu.edu for assistance.

INFORMATION RESOL	URCES ACCESS POLICY
This computer system is the system. All unauthorized us subject to security testing an	a property of West Texas A&M University. Only authorized users may login to this computer ie is strictly prohibited and subject to local, state, and/or federal laws. Therefore, this system is nd monitoring. Misuse is subject to criminal prosecution.
If you proceed to log into thi University Security Controls otherwise provided by appli	is system, you acknowledge compliance with all related TAMU System Security Standards ani isocated at www.wtamu.edu/rules. There should be no expectation of privacy except as cable privacy laws.
Email (Username):	
Email (*Required)	
Password:	

Once you are logged into the Applicant Portal, you will select "**Application History**" at the top of the screen.



Click the "Create New Application" button to proceed.

						LOG OUT	
Home	My Application Appl	ication History					
	My Profile	Application History	/			,	
	University Interest		If you are needing a Change of Term / Admissions Cancellation: Click Here If you have questions, please call Admissions at 1-800-99-WTAMU. We're happy to help! This is the descriptive text				
	Citizenship	Admissions at 1-800-99-W					
	Academic History	This is the descriptive text					
	Parent Guardian Information	APPLICATION ID	ADMISSIONS STATUS	PROGRAM NAME	TERM NAME	DATE APPLICATION SUBMITTED	
	Residency	App ID-306800 (Active)	Admit	Communication, MA degree	Fall 2022	01/23/2022	
	Additional Information	Create New Application					
	Payment Method						

Continue the application as instructed. **NOTE** that if you are returning to a program to which you have previously applied and/or enrolled in courses for, then you will not need to pay the application fee again. When the application asks for the application fee payment, you will select the "I Have Previously Applied and Paid for this Specific Program (requires verification)" option. If you are applying to a different program, the fee will still be required. **Please allow two to three business days for processing of your application and previously submitted transcripts.**