

## **Graduate Admissions Department of History, University of Georgia**

### **Admissions FAQ's**

(Please see the graduate school website concerning the following-

- The official, on-line application
- Application fee
- The on-line recommendation submission procedures (you will find instructions within the application)
- Receipt of all transcripts
- Receipt of GRE scores
- Please check out their FAQ's on the web site! [www.uga.edu/gradschool](http://www.uga.edu/gradschool)

**The Graduate School lists an August deadline and the History Department a December deadline.**

**Which is correct?** The Graduate School's application directs applicant's to individual departments for departmental deadlines. Our deadline is December 15 for the receipt of all admission materials.

**I am finishing up another degree now- should I wait to send final transcripts?** No. Applications will only be reviewed if all required materials have been received, including transcripts. Most applicants are in progress of another program when they apply. Those with in progress degrees will probably be asked for another, final transcript showing proof of degree if they are accepted.

**Does my recommender have to be a faculty member or a history professor?** We will accept recommendations from others, such as employers, but you should understand that most recommendations are sent from the applicant's instructors.

**The on-line tracking system says I need a proposed study form and an assistantship application.**

**Where do I find those?** Please see our web site at <http://www.uga.edu/history> for departmental requirements and other information, including links to the Graduate School application.

**How do I know when you've received all of my materials?** Once the School of Graduate Studies processes your official on-line application form and the required fee, they will send you instructions on checking the on-line tracking system, where all materials are tracked upon receipt.

**I sent in my writing sample to the Graduate School instead of the History Department- should I send it again?** The graduate school will date stamp any departmental materials and send them on to the History Department, and we will do the same for materials such as transcripts sent to us by mistake.

**Some of my application materials still aren't recorded as received on the on-line tracking page. Should I be worried?**

That depends on a number of things. The department and the graduate school process materials, and record them on the tracking page, as fast as we can but there is always some lag time between the time the materials arrive and the time they show up on the tracking page. Moreover, as the application instructions indicate, neither the department nor the graduate school can process any materials during

the winter break period, when the university is closed. This, inevitably, creates some backlog during December-January.

All materials received by the history department prior to the Dec. 15 deadline are tracked on the document tracking screens. Materials received *after* the deadline will be tracked on-line after the holidays in January. (We will date items received as to the postmark.)

Documents received by the School of Graduate Studies may take 2-3 weeks processing time during our busiest winter holiday period before being tracked on-line due to the large number of materials they receive, and the closing of campus for the holidays.

**My transcript (or GRE scores, writing sample etc.) are going to be late! Can I still be considered for admission?** Our Graduate Studies Committee reviews all completed files. Application completed by the deadlines will be considered first, and several university fellowships require the department to make decisions on competitive nominations early in January.