

Foreign applicants PLEASE READ CAREFULLY!

Please compute your GPA as requested on the departmental application form. If your grades are recorded in the original transcript as percentages, do not give these percentages as a letter grade on the translation; also, do not omit ANY classes for which you have been given a grade (i.e., include even physical education, military training, etc.):

EXAMPLE	credits	grade	
Programming in C	3	80	3 x 80 = 240
Urban planning	4	95	4 x 95 = 380
Geomorphology	2	78	2 x 78 = 156
Remote sensing	3	88	3 x 88 = 264
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			12 cr 1040
			$\frac{1040}{12} = 86.7\%$

Your GPA would be 86.7% or 87%

NOTE: If you do not calculate your GPA as requested, the processing of your application will be delayed until the office staff is able to recompute as required.

Application fee:

The application fee cannot be waived nor can payment be delayed. We regret that we will not be able to review any application for which the fee has not been paid. There are no exceptions.

GRE and TOEFL:

Although we will accept photocopies of GRE and TOEFL scores, any admission would be subject to the submission of official scores from ETS.

Notification:

If you include an email address, you will be notified of receipt of your application materials. If no email address is included, you will be notified via snail mail ONLY if something is missing from the application packet.

PLEASE DO NOT EMAIL FACULTY MEMBERS WITH REQUESTS AS TO YOUR STATUS. THEY ARE NOT INVOLVED WITH DAY-TO-DAY HANDLING OF APPLICATIONS AND WOULD ONLY FORWARD YOUR REQUEST TO THE GRADUATE SECRETARY.

Funding:

On the departmental application form please do not place a check (☞) by those fellowships for which you are NOT eligible (i.e., DOVE fellowship, NSF, Jacob Javitts--these are open to U.S. citizens and permanent residents ONLY)

Williams; Nicoll(10/02)