

# APPLICATION PROCEDURES

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A link to the online application, other supplemental forms and instructions for applying to all graduate programs are available in the admissions and aid section of the VCU website (<https://www.vcu.edu/admissions/apply/graduate/>).

A \$70 nonrefundable application fee must accompany each application. This fee will not be credited toward tuition payment.

Completed applications and all supporting materials must be submitted according to the application guidelines provided in this bulletin and before the program deadlines specified throughout this website. Late applications for some programs may be considered when possible but may require provisional action.

**Note:** Reference letters, the statement of intent/personal essay and any other supplementary materials such as art portfolios, resume/vita or specific program-required documents should be submitted to the address specific to the program to which you are applying. However, some programs require that all application materials be sent directly to the Graduate School.

Application instructions, including how to submit supplementary materials, and a list of program-specific addresses for supplemental materials (<https://www.vcu.edu/admissions/apply/graduate/>) is available on the Graduate Admissions website. All transcripts and test scores must be submitted to Graduate Admissions. Supporting documentation submitted by mail should be addressed to Virginia Commonwealth University, Office of Admissions, Box 843051, Richmond, VA 23284-3051. Application materials submitted in person may be delivered to the Graduate Admissions office on the third floor of Blair House, 408 W. Franklin St., Richmond, Virginia.

Graduate students must use the Office of Admissions' online graduate application (<https://www.vcu.edu/admissions/apply/graduate/>). Supporting materials for online applications must be submitted promptly. An application cannot be given final consideration until all required documentation and the application fee have been received. Applicants are strongly encouraged to pay by credit card when submitting the online application.

Students are encouraged to apply well before the program deadline to ensure receipt of all application materials. Program deadlines are found with degree/program information elsewhere in this bulletin. Use the program index to navigate to the program(s) of interest.

Completed applications and supporting materials are reviewed by the graduate faculty of the intended program, and final official notification of acceptance is made by the Office of Admissions.

Admission to a graduate program may be contingent upon the successful completion of undergraduate course work, degrees or other prerequisites that may be specified by the program or school. Remedial course work will not apply toward a graduate degree.

Students who do not apply at least one month prior to the beginning of any semester risk their financial aid eligibility in the event that the admission process is not completed prior to the first day of classes.

Apply (<https://www.vcu.edu/admissions/apply/graduate/>)