ES and CSHPE DUAL-DEGREE APPLICATION CHECKLIST

Educational Studies (ES) and the Center for the Study of Higher and Postsecondary Education (CSHPE) Checklist

ELIGIBILITY
New (first time) applicants who have never enrolled in a Rackham program of study and current or former Rackham students who are applying to a different Rackham degree program. If you were previously enrolled in one of the Rackham approved dual-degree programs and would like to return, please visit the Rackham website to determine the correct application for your situation: www.rackham.umich.edu/admissions/apply_now/current_or_previous_ann_arbor_students/. Contact the Office of Student Affairs regarding additional materials you are required to submit.

Applicants applying to the Dual-Degree in Educational Studies (MA) and Business (MBA), Dual-Degree in Educational Studies (PhD) and Statistics (MA), Dual-Degree in Higher Education (MA) and Business (MBA), or the Dual-Degree in Higher Education (MA) and Public Policy (MPP) must file separate applications and be admitted by both programs. Applicants must indicate on both applications that they are applying to a Dual-Degree Program.

Applicants must submit the following materials ONLINE:

____ Online Rackham Graduate Program Application: www.rackham.umich.edu/admissions/apply_now/
____ Admissions Conduct Code Form
____ Application Fee and Payment of Application Fee Form
____ Statement of Purpose
   For writing guidelines visit www.rackham.umich.edu
____ Personal Statement
   For writing guidelines visit www.rackham.umich.edu
____ 3 letters of recommendation
____ 1-2 page resume
____ GMAT (required only for ES Education & Business Dual-Degree and CSHPE Education & Business Dual-Degree)
____ GRE (required only for ES Education & Statistics Dual-Degree and CSHPE Education & Public Policy Dual-Degree)
____ TOEFL, MELAB, ECPE, or IELTS scores (for non-native speakers of English only)

Applicants must submit the following materials to RACKHAM GRADUATE SCHOOL:

____ 1 official copy of all degree-conferred transcripts sent to:
   Rackham Graduate School
   Attn: Transcripts/U-M ID# (if known) or Date of Birth (mm/dd/yy)
   915 E Washington Street
   Ann Arbor, MI 48109-1070

When filling out the online Rackham application for the Dual-Degree in Educational Studies and Business, use the following information:

• Proposed Program of Study: Educational Studies Mas
• Program Code: 01951
• Subplan: EDBUSDUAL
• Note: Business Administration is not a Rackham program

When filling out the online Rackham application for the Dual-Degree in Educational Studies and Statistics, use the following information:

• Proposed Program of Study: Educational Studies PhD
• Program Code: 01952
• Subplan: ESSTATDUAL
• Note: Education and Statistics are Rackham programs
When filling out the online Rackham application for the Dual-Degree in Higher Education and Business, use the following information:

- Proposed Program of Study: Higher Education Mas
- Program Code: 01954
- Subplan: HEBUSDUAL
- Note: Business Administration is not a Rackham program

When filling out the online Rackham application for the Dual-Degree in Higher Education and Public Policy, use the following information:

- Proposed Program of Study: Higher Education Mas
- Program Code: 01954
- Subplan: HEPPDUAL
- Note: Education and Public Policy are Rackham programs

Note: Program of study requirements vary considerably. Review the program of study’s website for application requirements, deadline dates, testing requirements, and for further details and instructions.

Part-Time Admission: Applicants seeking admission to a master’s program in the Educational Studies Program or the Center for the Study of Higher and Postsecondary Education may attend on a part-time basis. Please indicate this in your Statement of Purpose.

ADDITIONAL WEBSITE REFERENCES:

University of Michigan: www.umich.edu
Horace H. Rackham School of Graduate Studies: www.rackham.umich.edu
School of Education (SOE): www.soe.umich.edu
Registrar’s Office (Tuition & Fees, etc.): www.umich.edu/~regoff/
Office of Financial Aid: www.finaid.umich.edu/