
PHD APPLICATION CHECKLIST

SCHEDULE A MEETING WITH THE FYCS COORDINATOR OF ACADEMIC PROGRAMS

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EXPLORE FACULTY RESEARCH AREAS AND DISCUSS HOW YOUR INTERESTS FIT WITH THE PROGRAM

Our program uses a faculty mentor model and it is expected that students will identify at least two preferred faculty mentors in their statement of purpose. Prospective students should become familiar with department faculty and their areas of interest. The best way to do this is to read the CVs on our [Department Faculty Page](#). You should discuss your specific research interests with multiple faculty members as you work on your application.

Student fit with the doctoral program is an important element of the admissions process and applicants should demonstrate their ability to answer the following questions in your statement of purpose:

- Why do you seek a research-based doctoral degree in the social sciences? What type of career do you plan to pursue with this degree?
- What appropriate academic experience and preparation do you have for required doctoral-level courses?
- How familiar are you with the curriculum of the YDFS degree and how do you think the curriculum will contribute to your professional goals and employment?
- Can you demonstrate an understanding of faculty research interests and the correspondence between your interests and those of multiple faculty members in FYCS?

The description of research interests and program fit should be explicitly addressed in the Statement of Purpose portion of the application.

MAKE NOTE OF THE APPLICATION DEADLINE

The priority deadline for your application and related materials is January 15, 2018. Applicants who apply by the January 15 deadline will be given priority in funding decisions for graduate assistantships and fellowships.

A second wave of applications will be accepted from January 15 to March 15.

Note that in order to meet the application deadline, your complete application and all supporting documents must be received by the due date.

BEGIN YOUR ONLINE APPLICATION FOR ADMISSION

Review the University of Florida Graduate School admissions process information prior to completing your application. Fill out and submit your [online application](#). *If you are interested in applying for a Graduate Assistantship, check the box on the UF application and indicate this in your personal statement.*

COLLECT AND SUBMIT YOUR SUPPORTING DOCUMENTATION

Once your application is submitted, your statement of purpose, three letters of recommendation, professional resume, and writing sample may be submitted via the online application system. See below for details.

Statement of Purpose.

The Statement of Purpose is your opportunity to make a compelling case that you are a strong candidate for the doctoral program and to describe your research interests and your fit with the program.

This document should be submitted through the online application system. It must focus on the following and be no longer than 800-1,000 words:

- What are your long-term goals and how can this program help you reach them?
- What previous research, educational, or professional experience do you have that will contribute to your ability to achieve a doctoral degree in YDFS?
- What are your primary research interests? How do these interests align with the research interests of at least two FYCS faculty members?
- Given your professional experiences, career goals, research interests, and the YDFS curriculum, why do you believe you are a good fit for this doctoral program?

Letters of Recommendation

A minimum of three letters of recommendation are required. These should be from faculty members who are familiar with your past performance as a student, or professional references familiar with your performance (we prefer professional references come from a person who held a supervisory role over your work). Letters of recommendation should be submitted via the online application process. If the recommender cannot submit online, the letter should be sent directly to Gregg Henderschiedt, Coordinator of Academic Programs. Letters of recommendation need to be received by the application deadline, so follow up with recommenders to ensure that the deadline is met.

Please note that blind letters of recommendation (letters that are not read by the student prior to submission) are strongly preferred.

Curriculum Vita or Resume

Your curriculum vita or resume should reflect both your relevant academic and professional accomplishments, and be no longer than four pages. Submit your CV or resume via the online system.

 GRE Scores

GRE scores should be sent to UF using ETS test score code 5812 at least **two weeks** before the application deadline. A minimum combined quantitative and verbal reasoning score of 300 is considered competitive. Test scores need to be received by the application deadline to ensure that the application is completed.

 Transcripts

Applicants should submit **TWO** copies of transcripts:

- An official copy directly to the UF Office of Admissions, and
- A copy (either official or unofficial) directly to Gregg Henderschiedt in the Department of Family, Youth and Community Sciences.

Failure to provide transcripts to both offices can result in your application being delayed. Request both transcripts **at least three weeks** prior to the deadline (check with prior institutions as some require a longer period of time to process requests). If you currently attend UF or have in the past, you do not need to submit transcripts for the coursework completed here.

 Writing Sample

Your writing sample should be an example of your academic or professional writing such as a publication or journal article, a chapter of your master's thesis, or a research paper that you submitted for a course requirement. Submit up to a 10-page writing sample as a .pdf document through the online application system.

Note that only 10 pages of text, not including references will be forward to the committee for review.