Graduate Application Instructions

We recommend that you download these instructions and follow them carefully. The Department of Psychological Sciences is accepting applications for all of its graduate programs.

Graduate Application Deadlines

December 1

- Clinical Psychology Ph.D. Program
- Cognitive and Behavioral Sciences (CaBS) Ph.D. Program
- Industrial and Organizational (I-O) Psychology Ph.D. Program

February 1

- Applied Behavior Analysis (ABA) M.S. Program

March 31

- Industrial and Organizational (I-O) Psychology M.S. Program
  - This is a completely online program

All steps must be completed and all materials received by **program application deadline** to ensure full consideration for admission for the fall semester.

Steps to Complete and Submit Application

1. Click on the Auburn University Graduate School Application and click on Apply Online to create an account.

2. *Choose your Planned Course of Study:*

- Select one of the following Department of Psychological Sciences Graduate Study options from the drop down list of majors on the Graduate School's online application.

  - Psychology/Applied Behavior Analysis MS (Non-thesis)

  - Psychology/Clinical/PhD

  - Psychology/Cognitive and Behavioral Option/PhD

  - Psychology/Industrial/Organizational Option/PhD

  - Psychology/Industrial/Organizational MS Online/Distance (Non-thesis)

Admission Term:

- We only admit students to start Fall semester each year, so on the Graduate School's online application indicate admission for "Fall" and the correct year.
- Applications that indicate Spring or Summer semester or a year of admission for which the application deadline has passed will not be considered.

3. Input your ***Biographical Data***

4. Input your ***Educational Background:***

- The names, dates of attendance, majors, GPAs, and degrees earned for all universities/colleges you have attended.

- Even if the GPA question is not asterisked on the online application, you still must answer it in order to be considered for admission to our programs. Please enter your institutions in the following order:

   1. The institution from which you earned/will earn your primary Bachelor's degree (i.e., the one that is in psychology or the field most closely related to psychology);

   2. If you earned/will earn a Master's degree prior to starting our program, enter the institution(s) that granted/will grant you the Master's degree next;

   3. Institution(s) not listed above at which you did any bachelors level coursework;

   4. Institution(s) at which you took graduate coursework but from which you did not/will not earn a graduate degree prior to starting our program.

- Upload ***Unofficial Transcripts***:

   - Please upload unofficial transcripts (or digital copies of official transcripts) from each institution attended or currently attending. Official transcripts are not necessary for submitting application.

   - We will inform you if you need to submit official transcripts. If you are asked to submit official transcripts, instructions for doing so may be found at the end of this document.

5. *GRE scores:*

- For applicants for Fall 2024 admission, the GRE requirement varies by program. Please see our Graduate Application Requirements page for the latest information.

    o **Optional for Clinical Psychology PhD and CaBS PhD** programs
        - All applications will be evaluated holistically, and applicants will not be penalized for not providing GRE scores. If you DO want us to consider your GRE scores, have GRE General Test scores sent directly from ETS to the Graduate School (Code 1005) such that they are received and posted to your online application by December 1
    o **Recommended for Industrial-Organizational PhD**
        - All applications will be evaluated holistically, and applicants will not be penalized for not providing GRE scores. If you DO want us to consider your GRE scores, have GRE General Test scores sent directly from ETS to the Graduate School (Code 1005) such that they are received and posted to your online application by December 1
    o **Not required for online Industrial-Organizational MS** program
        - GRE scores will not be considered by the admissions committee. If you took the GRE, do not enter your scores on the online application and do not have scores sent to Auburn University
    o **Required for ABA MS** program
        - have GRE General Test scores sent directly from ETS to the Graduate School (Code 1005) such that they are received and posted to your online application by February 1
        - A combined (verbal + quantitative) score of at least 290 is required; a combined (verbal + quantitative) score of at least 300 and writing score of at least 3.5 is recommended.

6. Input the *Contact Information for Letters of Recommendation:*

- You will enter information about your letter writers on the online application and they will be sent e-mail prompts with directions for uploading their letters to that system.

- Check with your writers before starting the online application to verify that each one agrees to submit the letter online via that system.

- All letters submitted online must be received by the system by the application deadline for your program.

- For a writer who will not submit the letter via the online system:

  - enter the letter writer's information in the recommenders' section of the online application

  - answer "no" when asked if the writer will be submitting online

  - the writer should instead mail the letter to the Psychological Sciences department (NOT to the Graduate School) per the following instructions: writer should use letterhead stationary of their institution, sign the letter, seal the letter in an envelope, sign over the envelope's seal, and mail the letter to the address below such that it is RECEIVED ***no later than December 1 for doctoral programs, February 1 for ABA MS, or March 31 for I-O MS***:

    > Thane Bryant
    > Department of Psychological Sciences
    > 226 Thach Hall
    > Auburn University, AL 36849-5214

7. Upload your ***Statement of Intent:*** You will be required to upload a Statement of Intent prepared according to the following guidelines:

- **PhD:** Describe experiences (e.g., research, work in applied settings, relevant paid or volunteer work) that stimulated your commitment to the discipline of psychology, explaining the nature of your special interests, indicating your long-range objectives in pursuing advanced study in psychology, and stating your reasons for wanting to attend graduate school in psychology at Auburn University. Please specify faculty who best match your research interests.

  i. For Clinical there is no length limit but most applicants submit a 2 to 5 page (double-spaced) statement.

  ii. For CaBS and I/O applicants, your statement should be no more than 2 pages and should be single-spaced.

- **MS in I-O**: describe why you are interested in pursuing a master's degree in Industrial-Organizational Psychology. Address how your experiences make you a suitable applicant for this program. Your statement should be no more than 2 pages and should be single spaced.

- **MS in ABA**: describe experiences that stimulated your interest in applied behavior analysis in developmental disabilities, including experience you have

had as a student,volunteer, or employee working with individuals with developmental disabilities. What are your reasons for wanting to complete this particular Master's concentration? There is no length limit but most applicants submit a 2 to 5 page (double spaced) statement.

8. Upload your *Diversity Statement:* You will be required to upload a Diversity Statement prepared according to the following guidelines:

    - Auburn University values diversity and inclusion. Please include an essay (maximum of one page, single-spaced) describing how your educational, professional, clinical (if applicable), or personal (e.g., cultural, economic or social) experiences prepare you to contribute to the department's emphasis on diversity and inclusion during your graduate career at AU. These contributions may come in the form of research topic, research population, clinical work (if applicable), professional service, personal perspective, and more.

9. Identify and Rank *Faculty with Whom You Would Like to Work:*

    - You will be required to enter the last names of three professors in our department with whom you would like to work, ranked as first choice, second choice and third choice.

    - **Type just the last name - no titles like "Professor" or "Doctor"**. If the name is hyphenated, type the full hyphenated last.

    - If you are applying for the ABA or I-O master's program, simply type "ZZZ" in the boxes.

10. Upload your *List of Psychology Courses Taken:*

    - List all psychology courses you have taken or will take **by the end of Spring 2023** semester.

    - List them in the chronological order in which you took them.

    - For each course, please provide the course number, title and your grade in the course ("NA" if no grade has been assigned yet). List undergraduate courses first, then graduate courses.

11. Upload your *C.V./Resume*:

    - The CV/Resume is your opportunity to highlight your accomplishments including relevant research experience, publications, awards, volunteer work, and skills.

12. *TOEFL Test Scores*

    o **For International Applicants/Non-native English Speakers Only**:

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- o To be considered for admission to our department's programs, applicants must submit the following documentation of English language proficiency:
  - o the internet-based TOEFL (iBT) with minimum total score of 79 and at least a 16 on each section other than speaking and a minimum of 23 on the speaking section; OR the Test of Spoken English with a minimum score of 50 plus either the paper TOEFL with minimum score of 550 or the computer TOEFL (cBT) with a minimum score of 213; OR IELTS (Academic) with a minimum Overall Band score of 6.5 AND a minimum Speaking section score of 7. These scores are required by the university for the assistantship employment by which we support our doctoral students. They are higher than the scores required by the Graduate School for general admission. Duolingo scores are not accepted for this purpose, despite the fact that the Graduate School may accept them for general admission purposes.
  - o Scores meeting or exceeding these requirements must be officially reported directly by ETS or IELTS to the Auburn University Graduate School (ETS Inst. Code 1005) and must be received by the Graduate School and posted to your online application file *no later than the application deadline for the program to which you are applying*.
  - o In order to achieve delivery by the deadline, you typically must have completed the test and ordered a score report for the Auburn University Graduate School a minimum of 6 weeks prior to the deadline.
  - o Please note that if you have earned a degree from a U.S. or other English-speaking institution, it may be possible for this requirement to be waived. If you are pursuing this waiver, you must - *prior to the application deadline for the program for which you are applying* - request and be granted an exemption from this requirement by the Graduate School's Director of Admissions (contact Theresa Morgan or Penny Christopher at gradadm@auburn.edu). *All of your official transcripts must be received by the Graduate School and posted by them to your online application file in order for them to consider this waiver request.*

13. Pay *Graduate School application fee*.

- $60 application fee ($70 for international students)
- *Special note to McNair Scholars seeking application fee waiver – [please review this information](#) at least 4 weeks before your program's application deadline.*

IMPORTANT: We typically cannot see your application information until two business days after you have paid the application fee and submitted the online application.

Additional Notes

A Note About Letters of Recommendation.

- Once you have submitted your completed application with fee, recommendation letters sent electronically via the online system will be automatically associated with your application as soon as they are received
- Log in to the online application to check the status of your letters.

A Note About "Additional Forms" section of the Graduate School's Online Application.

- This section says that the linked forms "may be necessary to download, print and mail to the Graduate School Admissions office." These forms (a Medical Form for all incoming students and, for international students only, a Statement of Finance and a Transfer-In form) play no role in the program's consideration of your application for admission.
- Do not submit any of them unless/until we offer you admission and you accept.

Additional Information

Procedure: After the Graduate School evaluates your credentials, they make them available to our department.

- Generally, our admissions committees begin meeting shortly after the deadline.
- Finalists may be invited to an open house or interview on campus or remotely.
- Offers of admission and alternate status for doctoral programs are usually made by March 31 or earlier.
- Offers of admission for doctoral programs must be accepted by **April 15** so that the status of alternates may be resolved shortly thereafter.

Official Transcripts: Official transcripts are not necessary for submitting an application. If you are invited to interview, we will at that time contact you directly and ask you to provide official transcripts to the Graduate School as follows:

- *Electronic Transcripts:*
  - The Graduate School accepts electronic transcripts sent from domestic institutions.
  - Make sure your institution sends your electronic transcript to Auburn University GRADUATE Admissions.

- Some institutions by default send electronic transcripts to Auburn's UNDERGRADUATE division, which will result in the transcript NOT being received by the Graduate School. That is why it is important to tell the issuing institution to send the electronic transcript specifically to "Auburn University GRADUATE Admissions" at "graduatetranscripts@auburn.edu".
  - *Applicants with previous coursework at Auburn University:*
    - Be sure to list Auburn University as a previous institution on the Graduate School's online application.
    - You do not have to order a transcript to be sent from Auburn University to the Auburn University Graduate School - the Graduate School will obtain your Auburn transcript directly from the Registrar.

- *Paper Transcripts* should be sent to:

  Graduate School
  106 Hargis Hall
  Auburn University, AL 36849-5122

Financial Aid:

- Students admitted to our Ph.D. programs typically are offered a full tuition waiver and a graduate assistantship. There is no separate application for this.
- ABA master's students typically receive an assistantship and tuition waiver. There is no separate application for this prior to admission.
- Students in the I-O Psychology Master's program are not provided graduate assistantships or tuition waivers by the department of Psychological Sciences. The department does not waive tuition or fees for students in this program who are employed in graduate assistantships at Auburn University.
- For Federal Financial Aid information (e.g., student loans), contact Auburn's Financial Aid office at 334-844-4367.

Catalog: The Auburn University Bulletin may be accessed along with other Graduate School documents via their [web page](#).

Previous Graduate Work: Students seeking exemption from a departmental requirement based on completion of similar graduate work elsewhere discuss this with departmental faculty after enrolling.

- Where appropriate, the faculty will determine whether earlier graduate work, including theses, may be substituted for Auburn departmental requirements.
- Policies and procedures for transferring prior graduate work may be found [here](#).

The Clinical Psychology PhD program subscribes to the Council of University Directors of Clinical Training (CUDCP) Policy for Graduate School Offers and Acceptances.

Questions about the departmental application process should be addressed to Thane Bryant via **e-mail**: bryangt@auburn.edu

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