GENERAL ADMISSIONS PROCEDURES

Students seeking admission to pursue graduate degrees in art must apply to the Office of Graduate Studies. Application deadlines for admission to Graduate Studies may differ from those in the Department of Art and should be obtained separately by the applicant. The application deadlines for both admission and graduate assistantships in the Department of Art are:

Spring Term: November 1  
Fall Term: February 1

Applications received after these deadlines may still be considered, but late applicants should be aware that the admissions committee may not be able to notify them of acceptance or rejection until days before the beginning of the semester.

APPLICATION TO THE OFFICE OF GRADUATE STUDIES

1. Completed application. www.applytexas.org
2. Application Fee: $50
3. Official transcripts of undergraduate and, if applicable, graduate work. Transcripts should specify degree(s) earned and the dates of graduation.
4. One letter of recommendation
5. Statement of Intent
6. Art Portfolio Website Link

INTERNATIONAL STUDENTS

1. Completed application. www.applytexas.org
2. Application Fee: $75
3. Official Transcripts & Diplomas – Request official transcripts and official copies of diplomas, translated in English, from each college or university attended.
4. TOEFL or IELTS – Applicants whose native language is not English are required to submit proof of English proficiency. TOEFL Score – 79 or IELTS Score - 6.0
5. One letter of recommendation
6. Statement of Intent
7. Art Portfolio Website Link

Return to: Virgil Scott, Graduate Coordinator, Universities Center at Dallas, Texas A&M University-Commerce  
1901 Main St., Suite 314, Dallas, Texas 75201

Revised 9/29/14
Letter of Recommendation for Graduate Study in Art

To be completed by the applicant:
Applicant’s Name: ____________________________________________________________________________
Applicant’s Address: __________________________________________________________________________
____________________________________________________________________________________________
Email: _______________________________________________________________________________________
Area of Specialization: __________________________________________________________________________

( ) I Request Access To This Letter.
( ) I Waive Access To This Letter.

To be completed by the sponsor:
1. In what context and for how long have you known the applicant?

2. Does the applicant’s undergraduate performance suggest potential for graduate study?
   ( ) yes ( ) no  If no, please elaborate.

3. Please rank the applicant in the following categories.
   0 = Outstanding, Aa = Above Average, A = Average, P = Poor, U= Unable To Rank
   _____ Breadth Of General Education  ______ Work Habits
   _____ Educational Background In Art  ____ Speaking Ability
   _____ Creativity  ____ Writing Ability
   _____ Mastery Of Own Medium  ____ Ability To Problem Solve
   _____ Competency In Other Media  ____ Potential As A Teaching Assistant

4. Please use the space below or the reverse side of this page for additional comments about the suitability of
   this applicant for graduate study.

Name Of Sponsor: ________________________________________________ Date: ______________
Signature: __________________________________________________ Position: ____________________
Address: _______________________________________________________________________________
_____________________________________________________________________________________

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