Familiarize yourself with the following requirements for admission. This checklist will walk you through the application process, but you should be aware of the following requirements before you proceed.

The MALS program is open to all college graduates regardless of undergraduate major. Applicants must hold a bachelor’s degree with a GPA of at least 3.0 from an accredited college or university. The GRE is not required. If your GPA is less than 3.0, please contact the MALS advisor.

REQUIRED: The Graduate School application, all official transcripts, a personal essay, and three references.

Students may apply to transfer up to 11 hours of graduate credit. Transfer credit requires the approval of the program and of the Dean of the Graduate School.

NOTE: Admission to both the MALS degree and the Global Studies Certificate requires separate applications. You only need to submit your transcripts one time.

Check to make sure your equipment meets the minimum computer requirements for the program.

To participate in any online course, students MUST have access to one of the following system set-ups:

MAC
- Mac OS X or better
- 196 MB RAM
- G3 processor or better
- At least 56Kbps modem connection (although Broadband / fast access will be needed for many classes)
- Safari or Firefox

PC
- Windows XP
- 196 MB RAM
- Pentium III or better (or at least a processor running 333 Mhz or better)
- At least 56Kbps modem connection (although Broadband / fast access is preferred)
- Internet Explorer 5.5 or better

Send official transcripts to:

The Graduate School
The University of North Carolina at Greensboro
241 Mossman Building
1202 Spring Garden Street
Greensboro, NC 27412

Order official transcripts from universities attended (except UNCG). If you attended several universities, you only need to submit the transcript from where your degree was earned, provided the other university credits are reflected on the final transcript.
Transcripts, References, and Essays continued

☐ Secure three references from employers, supervisors, professors, or others able to comment on your professional and educational goals and potentials. No friends or relatives. You will need complete contact information from references, especially email addresses. The Graduate School will email each reference provider with an access code and instructions.

☐ Write the admission essay. A great deal of emphasis is placed upon your essay. The essay should be 3–4 pages in length, double-spaced, and should reflect your passion for the liberal arts, how this program can further your personal and/or professional aims, your academic background, and what special abilities, personal qualities, and life experience you bring to the program.

Graduate School Application

☐ Go to the UNCG Graduate School site (www.uncg.edu/grs) and click on Apply Online. You must create an account to access the online application.

☐ Complete application. An incomplete application may cause unnecessary delays in processing. However, you do not need to supply a GRE score or your social security number. Upload the admission essay into Supplemental Document A; nothing is required for Supplemental Documents B or C. Leaving these items blank will not make your application incomplete.

IMPORTANT: You cannot make changes to the application after submission. If you must make changes, submit a Request to Change Information form to The Graduate School.

NOTE: You do not need to contact the MALS program. We will receive a notification letter from the UNCG Graduate School. Eligibility for the program is determined by the MALS Program and the Graduate School.

☐ Pay the $55 application fee. You may use American Express, Discover, VISA, or Master Card. Your application will not be processed until the fee is paid.

IMPORTANT: Admission to the MALS program is good ONLY for the term specified in your admission letter. If you do not register for that term, you may need to reapply.

NOTE: Review the status of your application at any time by logging into your account. Your status will be updated as your application is processed.

Once you are admitted to MALS or the Global Studies Certificate (or both), please continue to the New Student [https://banweb.uncg.edu/prod/hwzkcoff.P_UncgSlctCrsOff] section under Student Resources.