



Graduate International Student Admissions Checklist

University of Houston-Downtown
Office of International Admissions
One Main Street, Suite GSB 308
Houston, TX 77002-1001
Phone: (713) 221-8048

Email: Internationaladmissions@uhd.edu

Use this checklist as an aid to ensure that you have completed all necessary steps before submitting your application. Check the boxes in the section that pertains to you as you complete each item. Your application is complete when all boxes in your section are checked.

MBA

<http://mba.uhd.edu>

- Completed Online Application: connect.uhd.edu/portal/GRAD
- \$80 application fee
- Transcripts:** official transcripts from all secondary schools, colleges, or universities attended in the United States. If you attended a college or university outside the United States, your transcripts must be evaluated by a **credential evaluation service** recognized by UHD prior to applying for admissions to the university.
- Passport copy** (name, date of birth, expiration date)
- Original Affidavit of Support**
- Original bank statement** from sponsor, showing a minimum of \$35,000 in the bank account.
- English proficiency (one of the following):**
 - TOEFL score (**UHD school code 6922**):
 - 81 – internet-based (IBT)
 - IELTS score: 6.5
 - TOEFL/IELTS scores waived if degree earned in U.S.
- GMAT Score or waiver**
<http://www.mba.com/us>
- Statement of Purpose**
- 2 Letters of Reference**
- Resume**

Master's Programs (except MBA)

<http://www.uhd.edu/admissions/graduate>

- Completed Online Application: connect.uhd.edu/portal/GRAD
- \$80 application fee
- Transcripts:** official transcripts from all secondary schools, colleges, or universities attended in the United States. If you attended a college or university outside the United States, your transcripts must be evaluated by a **credential evaluation service** recognized by UHD prior to applying for admissions to the university.
- Passport copy** (name, date of birth, expiration date)
- Original Affidavit of Support**
- Original bank statement** from sponsor, showing a minimum of \$35,000 in the bank account.
- English proficiency (one of the following):**
 - TOEFL score (**UHD school code 6922**):
 - _____ – internet-based (IBT)
 - _____ – computer-based (CBT)
 - _____ – paper-based (PBT)
 - IELTS score: 6.5
 - TOEFL/IELTS scores waived if degree earned in U.S.
- GRE Score or waiver**
www.ets.org/gre
- Statement of Purpose**
- Letters of Reference**
- Resume**
- Writing Sample**

Foreign Advisor's Report & Transfer-in Form (If currently studying in U.S.)