**CCAPS Graduate Application Checklist**

**Application Deadlines**

**Addictions Counseling, Integrated Behavioral Health**
Fall: March 1 | Spring: October 1

**Applied Sciences Leadership, Leadership for Science Professionals, Regulatory Affairs for Food Professionals**
Fall: June 1 | Spring: November 15

**Arts and Cultural Leadership**
Fall: June 1 | Spring: October 1

**Biological Sciences, Horticulture, Human Sexuality, Sex Therapy**
Fall: March 15 | Spring: October 15

**Civic Engagement**
Fall: June 1 | Spring: November 1

**Sexual Health**
Fall: March 15 | Spring: October 15

**Application Timeline**

1. At least 2-3 months before deadline – Start compiling your application materials
2. 2 months before deadline – Request unofficial transcripts from schools previously attended
3. 1-2 months before deadline – Start to draft your professional statement
4. 4-6 weeks before deadline – Ask individuals for recommendation letters, if required
5. 4 weeks before deadline – Update your resume or CV
6. 1 week before deadline – Review your entire application as if you were on the admission committee; print out the checklist to make sure you have all your materials
7. Any day before the deadline – Submit your application!

**Application Materials**

- Professional Statement
- Exceptional Circumstance Statement (if GPA is below the required GPA for your program)
- Two Letters of Recommendation (may be optional; check with your program)
- Transcripts (Unofficial) for each institution attended
- Resume or CV
- Scores from the TOEFL, MELAB, or IELTS English Proficiency Exams, if applicable
- Application Fee (due at time of submission)

Congratulations! You’ve taken the next step towards a graduate education at the University of Minnesota. You can visit the [Graduate Admissions website](https://www.graduate.admissions.umn.edu) to check your application status.