

# PSYCHOLOGY PHD GRADUATE ADMISSIONS NEWSLETTER

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## 2018 ADMISSIONS OPEN: NOW-DECEMBER 1, 2017

Admissions for entry in 2018 is open from now to December 1, 2017. Applications received at this time are considered for Autumn Quarter 2018 start, which is September 26, 2018. The Department of Psychology Graduate Program Office and the UW Graduate School have one integrated online application. Applicants are required to upload everything into an online application. Please use this newsletter as a guide to the different components of the application. Everything is required, unless otherwise specified, see page 4 for optional materials.

### Links for Admissions materials and information:

- Online UW Graduate School Application is located here:  
<https://grad.uw.edu/admissions/apply-now/>
- Psychology Department forms are available for download here:  
<http://www.psych.uw.edu/psych.php?p=137>

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## APPLICATION DEADLINE IS DECEMBER 1, 2017 FOR ALL APPLICANTS

- Your online UW Graduate School Application must be submitted with payment no later than 11:59pm (PST) on December 1, 2017. If you believe you will be late (such as waiting for an application fee waiver, see next section), please let us know BEFORE the deadline.
- Both U.S. and International applicants have the SAME deadline of December 1.
- The Department of Psychology no longer accepts any mailed paper items for admissions. However if you find you may need to mail something, please see page 4 for mailing addresses.

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## APPLICATION FEE WAIVER INFORMATION: APPS DUE 7 DAYS EARLIER

Only U.S. applicants are eligible to be considered for an application fee waiver. The fee waiver request is located on the payment step of your application. If a fee waiver is requested, your entire completed application is to be submitted 7 calendar days EARLIER than our application deadline. Late fee waiver requests will automatically be denied.

Please check your email for a decision from the Graduate School. If you receive a waiver, you must log back in to apply it to your application as “payment” before you can submit it to the Department of Psychology. The Graduate School does not submit your application for you. If your waiver request is denied, you will then need to pay the application fee in order to submit your materials.

Please let us know if you have applied for a fee waiver and are waiting for a decision. We will wait for your decision to be made and will not mark you as late if we know in advance.

McNair Scholars and PPIA Fellows: Please have your faculty advisor send documentation to the Graduate School at [uwgrad@uw.edu](mailto:uwgrad@uw.edu) prior to requesting the application fee waiver.



PSYCHOLOGY  
100 YEARS  
of DISCOVERY  
UNIVERSITY of WASHINGTON

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### SELECT YOUR AREA(S) OF INTEREST

When completing the “Program Information” step of your online application, you will be asked to select your 1st area of interest. Select this area from the drop down menu. If you have a 2nd area of interest, feel free to select it from the 2nd drop down menu.

“Good to Know” tips:

- The clinical areas (general or child) can **ONLY** be listed as a 1st area interest with **NO** 2nd area interest. Please list either general **OR** child in the 1st area interest. Please do not list both clinical areas.
- It is not required to have a 2nd area of interest. If you only have one interest, please list only the one.

### MATCH WITH SCHOLARLY INTEREST OF FACULTY

Once you have indicated your area(s) of interest (Animal Behavior, Behavioral Neuroscience, Child Clinical, Cognition & Perception, Developmental, General Clinical, Quantitative, or Social Psychology & Personality), please list which faculty members (up to 3) you wish to work with. Locate faculty profiles by visiting our website, selecting the area(s) you are applying to, and then click on “people/faculty.” Only **core faculty** (indicated with an asterisk and usually on the left column) are eligible to accept and mentor students. Check the individual faculty profiles to know which faculty are accepting new students in your year of application. Please list only faculty names in the text boxes provided.

*Email us your  
questions:  
[PsyGrad@unm.edu](mailto:PsyGrad@unm.edu)*

### STATEMENT OF PURPOSE

Typically, the statement of purpose describes what motivates you to pursue a career in psychology. What theoretical issues, research problems, clinical problems, or application areas are your central interests? Why are these issues especially interesting and important? Include in your statement the following: description of research experience, reason for applying to our graduate program, and the name(s) of faculty members who are pursuing similar research in our department with whom you may wish to work. Please explain why you have chosen the faculty (see Match with Scholarly Interest of Faculty section above) in your statement. This is considered your writing sample. No form or template is provided, but they are typically 2pgs (single-spaced) to 4pgs double-spaced (or equivalent formatting). Upload your statement into your online application. This step is required; please do not confuse this with the optional Personal Statement, see page 4.

### FINANCIAL SUPPORT INFORMATION

We normally guarantee entering graduate students 9mos of financial support during each of their first four years in our program. This support comes from one or more sources—Teaching Assistantships, Research Assistantships, fellowships, or traineeships. Most entering students are supported on TAs or RAs. Students generally move back and forth between these two types of support. International students are required to submit additional language testing to qualify for TAs (see next page Requesting GRE/TOEFL Score Reports). Both types of assistantships provide a stipend (\$2,466 per month for 2017-2018), a full tuition waiver, and health insurance. We normally do not take students without a promise of financial support of the types discussed above and there is no additional paperwork to apply for this funding package. Everyone (U.S. and international applicants) is(are) automatically considered upon applying to the Psychology Graduate Program.

Although it is not guaranteed by the Psychology Department, many students also obtain support during summers and after their four-year guarantee period. Departmental financial support, whether during the first four years or later, is dependent on a student remaining in good standing in our program. All students are responsible for paying student fees that total about \$317 per quarter (for 2017-2018).

If you have applied for any outside funding, please let us know by indicating a “yes” in section 3 under “Optional Applicant Profile Questions” in the online application and provide a brief explanation, such as name of the opportunity.

NOTE: Ronald E. McNair Scholars may be eligible for a special fellowship. If you are or were a participant of this program, please indicate a “yes” in section 1 under “Optional Applicant Profile Questions.”

## ONLINE LETTERS OF RECOMMENDATION

Letters of recommendation are ONLY accepted electronically\* as part of your application. Three letters are required. While you complete your online UW Graduate School Application, you will be able to designate who your recommenders will be. Your recommenders will receive an email stating that they have agreed to provide a reference for you, including a link to a brief online form they will complete before uploading a letter written in advance that has already been saved to their personal computer. It is your responsibility to have an accurate email address for each recommender to ensure timely completion. They will receive the request immediately upon clicking “save & continue” and not when you finish/pay for your application.

If your recommender has not received the email request for recommendation, have them add our email, [psy-grad@uw.edu](mailto:psy-grad@uw.edu) to their address book. The original request might have been sent to their bulk or junk email folder. Then, you must log into your application, go to “Designate Recommendations,” and click “Re-send Email.”

\*If you use a letter service, please view our website FAQ section on recommendation letters for assistance.

## UNOFFICIAL (REQUIRED NOW) AND OFFICIAL TRANSCRIPTS (MAYBE LATER)

U.S. Applicants: It is required to upload unofficial, online versions of transcripts from collegiate institutions where you *earned a Bachelor's degree or higher* to your online UW Graduate School Application. We are not accepting paper transcripts during this stage of admissions. We do not need your junior college/community college, transfer, or study abroad transcripts. If your degree is in-progress, upload the transcript that you have available. If you are a current UW student, we still need your transcript uploaded. If you receive an interview invite or offer from the Department of Psychology, then we will ask for an official set of paper transcripts to be mailed.

International Applicants: Please upload unofficial, online versions of transcripts from ALL colleges and universities attended to your online UW Graduate School Application. If you receive an interview invite or offer from the Department of Psychology, then we will ask for an official set of paper transcripts to be mailed.

Suggestions for obtaining electronic transcripts: Visit your university's student web portal and copy/paste the information into a document, print to file/pdf, or scan a paper transcript. Be honest in determining whether your scan can truly be read easily. Smudges, dark watermarks and backgrounds make scans very difficult to read. If it cannot be read, we cannot evaluate your materials and your file is marked incomplete.

*We have an extensive  
FAQ page:*

[http://  
www.psych.uw.edu/  
psych.php?p=139](http://www.psych.uw.edu/psych.php?p=139)

## GRE/TOEFL SCORE REPORTS

Institution Code - University of Washington - 4854 Department code: 5199 (any department)

The General Test (verbal, quantitative, and analytical writing) is required. The Psychology Subject Test is optional. GREs taken within the past five years are accepted by the University of Washington, but they may not be available from ETS. We will use the best scores from a single exam seating if there are multiple exams.

TOEFL scores within two years are accepted and the most recent exam results will be used. The TOEFL is not required of International applicants who have or will have completed a degree in the U.S. and a handful of countries where English is the language of instruction (see memo 8 below). However, to qualify for Teaching Assistantship funding, International applicants must meet a speaking requirement (see memo 15 below).

International applicants, please view Graduate School Memo 8 & 15 for further details: <http://grad.uw.edu/policies-procedures/graduate-school-memoranda/memo-8-graduate-school-english-language-proficiency-requirements/> & <https://grad.uw.edu/policies-procedures/graduate-school-memoranda/memo-15-conditions-of-appointment-for-tas-who-are-not-native-speakers-of-english/>

Visit the ETS website for information on GRE/TOEFL testing: <http://www.ets.org>.



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## MAILING ADDRESSES

	STANDARD POSTAL SERVICE	SPECIAL HANDLING SERVICE	WEBSITE	PHONE, FAX, EMAIL
DEPARTMENT OF PSYCHOLOGY	Department of Psychology Graduate Selections Committee University of Washington Campus Box 351525 Seattle, WA 98195-1525	Department of Psychology Graduate Selections Committee University of Washington Guthrie Hall, Room 119 Seattle, WA 98195-1525	<a href="http://www.psych.uw.edu/">http://www.psych.uw.edu/</a>	Phone: 206-543-8687 Fax: 206-685-3157 Email: <a href="mailto:PsyGrad@uw.edu">PsyGrad@uw.edu</a>
UW GRADUATE SCHOOL	University of Washington Graduate Enrollment Management Services Box 353770 Seattle, WA 98195-3770	University of Washington Graduate Enrollment Management Services G-1 Communications Bldg 4109 Stevens Way Seattle, WA USA 98195-3770	<a href="http://grad.uw.edu/">http://grad.uw.edu/</a>	Phone: 206-685-2630 Fax: 206-685-3234 Email: <a href="mailto:UWGrad@uw.edu">UWGrad@uw.edu</a>

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## POLICY REGARDING LATE SUBMISSION/INCOMPLETE

The online UW Graduate School Application must be submitted with payment no later than December 1 by 11:59pm (PST) by BOTH U.S. and International applicants or it will be considered late. If this deadline is not met, your application will not be reviewed.

It is important that supporting documents be prepared in conjunction with your online UW Graduate School Application as explained in this newsletter. Incomplete applications risk missing the meetings of committees that make decisions relevant to admissions.

Applicants are urged to request online recommendations early and to complete the GRE/TOEFL no later than the October test date. If you must take the November test you are taking a risk that your application will not be complete and will not go out for review. Please plan very carefully when scheduling the GRE test.

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## OPTIONAL APPLICATION MATERIALS

The following are application materials which the Department of Psychology have included as optional responses within your online UW Graduate School Application. Because these are optional, please do not upload anything that is not the intended file (i.e.: a statement saying you won't be providing this or a writing sample/paper is not necessary). It is appreciated that if you choose to submit anything listed below, to use your discretion and not submit an excessive amount of extra application materials which may delay application processing.

1. Curriculum Vitae (C.V.) or Academic Resume.
  2. Personal Statement (different than required Statement of Purpose). The writing prompt is included within the online application OR the form is available for download from the Psychology Department website.
  3. One or two additional Online Recommendations.
  4. GRE Subject Exam (the General Test is required).
  5. Responses under the section labeled "Optional Applicant Profile Questions."
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