

## Required Application Materials: Thesis program

Applicants must have completed at least 30 hours of biology coursework for admission to the MS program. The Department of Biological Sciences no longer requires the submission of GRE scores. When reviewing applicants, the graduate faculty will focus on undergraduate coursework and GPA, as well as research potential and experience. We require this information to be included in the letter of intent, and reflected in letters of recommendation as outlined below.

**A complete application (#1-5 below) is required to be considered for admission.** Incomplete applications due to missing information will not be considered. It is the responsibility of the applicant to inquire about the status of their application

This program has **two separate applications**, the Southeastern Louisiana University application and a department application.

**A. University Application:** Applicants must apply to the university. This consists of completing a university application and submission of transcripts from all universities/colleges attended.

1) Completion of the university application, available at the following link:

<http://www.southeastern.edu/apply/graduate/index.html>

2) Transcripts of all college coursework sent directly from the institution to the admissions office at Southeastern Louisiana University.

**B. Department Application:** Submit items (#3-5) directly to the Graduate Coordinator.

3) A brief resume or curriculum vitae.

4) A letter of intent that includes the following information.

- A. Discuss your academic and research accomplishments (i.e. publications, presentations, grants, etc). In particular, provide detailed information about your undergraduate research experiences (i.e. internships, lab tech, research assistant, honors project, etc). Specifically, what did you do and how were these experiences beneficial to you in your drive to attend graduate school?
- B. What are your career goals? How would obtaining a MS degree from Southeastern Louisiana University help you achieve these goals?
- C. What are your research interests?

- D. Identify the graduate faculty member (**\*\*See below**) with whom you would like to have as a research mentor. Have you communicated with this faculty member and have they agreed to support you in their lab if you are accepted into the program? Why do you want to work with this faculty member? What aspects of their research are most intriguing? Why do you want to attend Southeastern Louisiana University?
- E. Please feel free to provide any other information (i.e. life-experiences, unique situations, etc) that you feel would be relevant for the committee to know as they review your applications.

**\*\*Students applying to the thesis program must contact a potential thesis advisor prior to applying to the program. A full time graduate faculty member in the department must be identified in your letter of intent and agree to serve as the thesis advisor. Potential advisors can be identified by reviewing graduate faculty research interests listed on the department webpage. Admission into the thesis program without the identification of a thesis advisor is unlikely. Applicants that fail to identify an advisor will not be considered for admission.**

5) Two letters of recommendation. Your letter writers, at a minimum, should address the following three areas in your letter:

- A. How does the recommender know you and for what length of time?
- B. An overview of your intellectual ability, work ethic, creativity, and time-management skills as well as information on your ability to get along with others.
- C. Comments on your writing and verbal communication skills.

**Send items #3-5 directly to the Graduate Coordinator:**

Dr. Kyle Piller  
Department of Biological Sciences,  
Southeastern Louisiana University,  
Hammond, LA 70402-0736