Additional Required Documentation

All official transcripts, recommendation letters, etc. must be sent directly to the program to which you are applying. Mailing addresses for individual programs can be found at the program's website.

Official Transcripts

Applicants for admission must submit official transcripts of all work beyond secondary school. Please request two (2) transcripts from each institution you have attended. A document is official when it is issued by the school with the official seal/stamp and an official signature. They must be submitted to the program you are applying to in a sealed envelope, signed across the seal by the appropriate academic officer.

Please note:

- Photocopied documents are NOT official.
- Transcripts not written in English must be accompanied by an official translation.
- If your official transcript does not state that a bachelor's degree has been conferred, you will also need to submit an official certification of degree(s) awarded.
- If you are in the process of completing a degree, please send an official transcript that shows your progress to this point.You will need to send a final, official transcript once your degree is conferred.
- Provisional Degree Certificates are not proof of final degree conferral.

Letters of Recommendation

The Graduate School requires three letters of reference unless waived in writing by the individual program. If your referees do not wish to submit their recommendations online, please provide them with the paper recommendation form that can be downloaded from the online system.

Paper recommendations must be received in sealed envelopes, signed across the seal by the recommender. They should be included unopened in your application packet.

Official Test Scores

GRE

The GRE general test is required of all applicants, with the exception of the following programs . You must also request that the Educational Testing Service send official copies of the scores to Stony Brook. Our school code is 2548.

LANGUAGE PROFICIENCY: TOEFL / IELTS

Applicants whose first or native language is not English must demonstrate proficiency in English prior to matriculation.

To be considered for admission, an applicant must present an acceptable score on the TOEFL **or** IELTS test. A score of at least 550 (paper) / 213 (computer) / 80 (Internet) for general admission

/ 90 (Internet - for admission to a doctoral program and to be eligible for consideration for TA/GA support) is required on the Test of English as a Foreign Language (TOEFL).

An overall score of at least 6.5 with no sub-section below 6, is required on the International English Language Testing System exam (IELTS).

Spoken English :
All doctoral students and students with a TA/GA stipend whose native language is not English must demonstrate a sufficient level of English-speaking proficiency, and may be required to take ESL courses based on these measures. Doctoral and TA/GA students are exempt from ESL courses or a speaking evaluation with one of the following scores:

• TSE: 55
• IELTS speak: 7
• iBT speak: 28

All other Doctoral and TA/GA students will be required to take the SPEAK test on arrival.

You must request official reports to be sent electronically from the Educational Testing Service. Our Institution code is 2548 (TOEFL, TSE, TOEIC). IELTS scores should be sent to us in paper form at this time.

For information concerning the time and place of the TOEFL test contact: http://www.toefl.org
For information concerning the time and place of the IELTS test contact: http://www.ielts.org

Additional Materials

Some programs require supplemental documentation such as interest questionnaire, performance tapes, artwork, etc. **You must check with the specific program for other requirements.**

Applicants are Responsible for Incomplete Applications

It is the responsibility of the applicant to make certain the admission file is complete in every respect. Neither the programs nor the Graduate School can assume the responsibility of informing the applicant about erroneous or missing credentials.

Please refer to the Graduate School 's Completed Application Checklist to see that you have submitted all required documents. \

Application Processing

The Graduate School will not see your application on the online system until you officially submit it. When your application is submitted, we will make it available to the program to which you are applying. The specific graduate program committee reviews your file and makes a recommendation to the Graduate School based on program requirements. Upon receiving a program recommendation for admission, the Graduate School reviews your file to verify that the minimum admission requirements for the Graduate School have been met.

Students who accept the offer of admission will receive a packet of information from the Graduate School which will include a health form that must be submitted within the first 30 days of the start of the admit term.