

COLLEGE OF JOURNALISM AND COMMUNICATIONS

PROFESSIONAL MASTER'S RESEARCH & THEORY

PROGRAM APPLICATION GUIDE

It is the applicant's responsibility to provide all application materials by the deadline. Failure to submit application materials by the deadline will prevent application review.

We invite you to connect with the admissions team at gradapps@jou.ufl.edu for any questions, concerns, or to check the status of your application.

REQUIRED APPLICATION MATERIALS

- Transcripts
 - Note: Unofficial transcripts are sufficient for application purposes. However, official transcripts will be REQUIRED if admitted to the program. Also, if you are a UF student and you have no financial holds, you do not need to submit transcripts, as they will be available in our internal database.
- English-proficiency exam scores (international applicants only)
- Statement of purpose
- Resume
- 3 letters of recommendation
- Work sample (not required, but strongly recommended)

BEGINNING THE ONLINE APPLICATION

- Create an online account at <https://www.applyweb.com/uflgrad/index.ftl>.
- Once your account is set up, click on "APPLY ONLINE" and log in.
- Complete all personal information, disclosures, and application information.
- On the "Program of Study" page, select "College of Journalism and Communications." On the drop-down menu, select "Degree Name—Masters of Arts in Mass Communication," and then select the Fall term and year that you would like to begin.

TO APPLY FOR THE PROFESSIONAL MASTER'S PROGRAM:

- In the **concentration field**, you MUST select "Professional Communication."
- You may tailor your Professional Master's degree plan to your interests (advertising, public relations, etc.) once you are admitted.

PROFESSIONAL MASTER'S & RESEARCH THEORY

UNIVERSITY OF FLORIDA COLLEGE OF JOURNALISM AND COMMUNICATIONS

TO APPLY FOR THE RESEARCH AND THEORY MASTER'S PROGRAM:

- For the thesis-track Public Relations Concentration, select “public relations” in the **concentration field**.
- For the thesis-track Science/Health Concentration, select “science and health communication” in the **concentration field**.
- If you are interested in one of our customizable Research and Theory thesis tracks, please list one of the following in the **specialization field**: Advertising; International and Intercultural Communication; Joint JD/MAMC Degree; Journalism; Mass Communication Law; Media Production, Management, and Technology; or Other.

TRANSCRIPT SUBMISSION

You may submit your unofficial transcripts directly through the application portal. Unofficial transcripts are sufficient for application purposes. However, official transcripts will be **REQUIRED** if you are admitted to the program.

UF TRANSCRIPTS

- Please note that students who attended UF for prior degrees are NOT required to submit transcript records for those UF degrees. The College can obtain a copy of your UF transcripts from our internal student database as long as you have no holds.

INTERNATIONAL TRANSCRIPTS

- International applicants may use unofficial transcripts through the initial application review process. In the unofficial transcript tab within the application portal, international applicants are required to submit a copy of each transcript, mark sheet and diploma/degree certificate from each university or college attended. All documents must be in their native language. If your native language is not English, a certified English translation is required. You will also need to provide a copy of your diploma/degree certificate.
- Upon admission and arrival in Gainesville, present your official documents to the central Office of Admissions to be properly evaluated. Further instructions will be provided after admission.
- Please note that if you are mailing official documents to the Office of Admissions, those documents become the property of the university, as noted on their website.

SUBMITTING OFFICIAL TRANSCRIPTS

- Send official transcripts from all post-secondary institutions from which you've earned a degree. Please have official transcripts sent electronically through one of the following approved vendors: FASTER, Parchment, National Student Clearing House, ScribbleSoft, e-Scrip Safe, Credential Solutions, SCOIR or Transcripts Plus. If you need to provide an email address to the vendor, please use:
te@admissions.ufl.edu.
- We do not accept official transcripts emailed directly to us by an institution or student. All electronic transcripts must be sent through the approved vendors listed above.
- If transcripts must be mailed, please mail them to: Office of Admissions, 201 Criser Hall, PO Box 114000 Gainesville, FL, USA 32611-4000.
- If you are using a courier service to send transcripts, please remove the PO Box number from the address above.

TEST SCORE SUBMISSION

GRE SCORES: NOT REQUIRED

- The GRE is not required for admission into the Professional Master's, Research and Theory Master's, or Online Master's Program, but you may include test scores in your application if you so wish. GRE scores are valid for five years. Contact the Educational Testing Service to have them send your official GRE scores.

ENGLISH PROFICIENCY EXAM SCORES: REQUIRED FOR INTERNATIONAL APPLICANTS

- English Proficiency Exam scores are required for applicants from countries in which English is not the official language including U.S. territories and protectorates where English is not the primary language.

PROFESSIONAL MASTER'S & RESEARCH THEORY

UNIVERSITY OF FLORIDA COLLEGE OF JOURNALISM AND COMMUNICATIONS

- Exemptions to this requirement are granted if applicants:
 - Have successfully completed one academic year in a degree-seeking program at a recognized/regionally accredited university or college in the United States or a country where English is the official language.
 - Hold an earned equivalent of Associate's, Bachelor's, Master's or Ph.D. degree from a recognized/regionally accredited college or university in the United States or country where English is the official language.
- Please review admissions.ufl.edu/apply/graduate/international for further details on English Proficiency requirements.
- Valid TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing System) scores are acceptable.
 - TOEFL scores are valid for two years. Self-reported TOEFL scores are not accepted. Contact the Educational Testing Service and have them send your official report. The University of Florida code for submission of TOEFL and TSE scores is 5812. A score of at least 90 on the exam and 26 or higher on the speaking portion is expected to be considered for admission.
 - We also accept IELTS scores with a minimum of 6.5.

APPLICATION MATERIALS

STATEMENT OF PURPOSE: REQUIRED

- Title this document "Statement of Purpose" and specify which program you are applying to: Professional or Research and Theory Masters.
- Suggested length is 400-500 words.
- Describe your career plans following completion of your master's degree. Succinctly share what experiences have led to your goals and how you think graduate study will help you prepare for this career.

RESUME OR CURRICULUM VITA (CV): REQUIRED

- Please submit a current resume or CV highlighting both your professional and academic accomplishments. Be sure to include your contact information, including name, phone, email, and current mailing addresses.
- Pursuant to Florida Statute, your application requires the inclusion of all post-high school education and employment, as well as information about ongoing international affiliations and research funding. Please ensure this information is included in your resume or CV.

THREE LETTERS OF RECOMMENDATION: REQUIRED

- Our admissions committee requires a minimum of three letters of recommendation, but you can submit more if you wish. Within the application portal, you will submit your recommenders' names and email addresses. They will be prompted to complete the letters on your behalf and upload them directly into the provided link. This will ensure that letters are uploaded directly into the system.
- Please be advised that all three letters of recommendation must be received by the application deadline. It is the applicant's responsibility to ensure their recommendations are submitted prior to the deadline. You may contact the admissions team at gradapps@jou.ufl.edu to confirm receipt of your letters.
- If you experience technical issues, download the form [here](#) and have recommenders email the completed form and letter of recommendation to gradapps@jou.ufl.edu.

WORK SAMPLE: NOT REQUIRED, STRONGLY RECOMMENDED

- This is not required, but helps the admissions committee consider your writing strength and experience.

INTERNATIONAL APPLICANTS ONLY

PLEASE REVIEW THIS PAGE:

<https://admissions.ufl.edu/apply/graduate/international>

INFORMATION ON SUBMITTING INTERNATIONAL TRANSCRIPTS

- International applicants may use unofficial transcripts through the initial application review process. In the unofficial transcript tab within the application portal, International applicants are required to submit a copy of each transcript, mark sheet and diploma/degree certificate from each university or college attended. All documents must be in their native language. If your native language is not English, a certified English translation is required. You will also need to provide a copy of your diploma/degree certificate.
 - Upon admission and arrival in Gainesville, present your official documents to the central Office of Admissions to be properly evaluated. Further instructions will be provided after admission.
- Please note that if you are mailing official documents to the Office of Admissions, those documents become the property of the university, as noted on their website.

INFORMATION ON SUBMITTING ENGLISH PROFICIENCY EXAM SCORES

- English Proficiency Exam scores are required for applicants from countries in which English is not the official language including U.S. territories and protectorates where English is not the primary language.
- Exemptions to this requirement are granted if applicants:
 - Have successfully completed one academic year in a degree-seeking program at a recognized/regionally accredited university or college in the United States or a country where English is the official language.
 - Hold an earned equivalent of Associate's, Bachelor's, Master's or Ph.D. degree from a recognized/regionally accredited college or university in the United States or country where English is the official language.
- Please review admissions.ufl.edu/apply/graduate/international for further details on English Proficiency requirements.
- Valid TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing System) scores are acceptable.
 - TOEFL scores are valid for two years. Self-reported TOEFL scores are not accepted. Contact the Educational Testing Service and have them send your official report. The University of Florida code for submission of TOEFL and TSE scores is 5812. A score of at least 90 on the exam and 26 or higher on the speaking portion is expected to be considered for admission.
 - We also accept IELTS scores with minimum of 6.5.

INFORMATION ON CERTIFICATION OF FINANCIAL RESPONSIBILITY

- All admitted International students who accept our admissions offer are required to submit this form.
- The University of Florida International Center (UFIC) will send you the form via email with instructions. Without it, the University of Florida will not issue an I-20 (Certificate of Eligibility).
- Do not send the CFR form and bank documents to our office. The UFIC office will contact you via email with instructions.