

COLLEGE OF JOURNALISM AND COMMUNICATIONS

PH.D. PROGRAM

APPLICATION GUIDE

It is the applicant's responsibility to provide all application materials by December 15. 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)
- GRE test scores
- Statement of purpose
- Resume
- 3 letters of recommendation
- Work sample (not required, but strongly recommended)
- Summary of Information Form (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—Doctor of Philosophy," and then select the Fall term and year that you would like to begin.
- On the next screen, click on "Concentration" and select "None" (unless you are applying for the Clinical and Translational Science training program as a concentration in partnership with UF CTSI).
- In the **specialization field**, please list one of the following areas of interest: Advertising; International and Intercultural Communication; Journalism; Mass Communication Law; Media Production, Management and Technology; Public Relations; Science/Health Communication; or Other.

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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. These may be submitted electronically via the institution's transcript delivery service.
- 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: REQUIRED

- Contact the Educational Testing Service to have them send your official GRE score report using UF school code 5812. GRE scores are valid for five years. A verbal score of at least 156 (550 on prior scoring scale) and quantitative score of at least 146 (550 on prior scoring scale) is strongly preferred. Some applications with scores slightly below the minimum will be considered. Applications with verbal scores below 146 (400 on prior scoring scale) or quantitative scores below 140 (400 on prior scoring scale) will not be processed.

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.

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ENGLISH PROFICIENCY EXAM SCORES (CONTINUED)

- Applicants who are accepted into our doctoral program are usually offered assistantship packages, which includes teaching assignments. If you are an international applicant from a country in which English is not the official language, please note that the Florida State law requires you to pass the TOEFL iBT speaking portion with a score of 28 or higher without taking additional credits of academic spoken English courses. You may also satisfy this requirement by completing the UF Speak test with a score of 55 or higher.
- 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.

APPLICATION MATERIALS

STATEMENT OF PURPOSE: REQUIRED

- Title this document “Statement of Purpose.”
- Suggested length is 500-750 words.
- Describe your career plans following the completion of your doctoral degree. Tell us what experiences have led to your goals, and how you think graduate study will help you prepare for this career. Please address the following questions:
 - In one of two sentences, please state your short-term and long-term career objectives. How have your prior professional, academic, and personal experiences influenced your career plans? Specifically, how will your participation in this doctoral program contribute to your career objectives?
 - As specifically as you can, please discuss your research focus. In addition, which faculty member(s) do you feel closely align with your area of research interest?
 - What unique personal qualities or life experiences distinguish you from other applicants?
 - Why are you interested in this program? How will it help you achieve your goals?
 - What subjects are you interested in teaching? What, if any, prior teaching experience do you have?

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 so 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

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recommendation to gradapps@jou.ufl.edu.

WORK SAMPLE: NOT REQUIRED, BUT STRONGLY RECOMMENDED

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

SUMMARY OF INFORMATION FORM: NOT REQUIRED, BUT STRONGLY RECOMMENDED

- This is not required, but helps the admissions committee consider your research interests and goals. Download the form [here](#).

INTERNATIONAL APPLICANTS ONLY

PLEASE REVIEW THIS PAGE:

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

INFORMATION ON SUBMITTING INTERNATIONAL TRANSCRIPTS

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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.