

## UNIVERSITY GRADUATE SCHOOL APPLICATION INSTRUCTIONS

There are two separate application processes to complete in order to be considered for admission to the Ph.D. Program: application for admission to the Wayne State University Graduate School, and application to the doctoral program in the School of Social Work. The policies relating to both are published in the official Wayne State University Graduate Bulletin. A free copy of the Bulletin may be obtained by contacting the Ph.D. Program Office by telephone or in writing.

**Application for admission to Graduate School:** There are three categories of applicants from which to identify your status. For each category, there is a different requirement for application. Please read all three and make a determination of your status and follow the prescribed tasks:

Category I.

**New Applicant** applying to the Wayne State University Graduate School. This category includes the individual who applied to WSU more than one year ago, but never registered for graduate courses (due to being denied/program filled, admitted but withdrew, school withdrawn, etc.), nor re-applied for admissions.

Submit to: Office of University Admissions/Graduate Division  
Wayne State University  
Detroit, Michigan 48202

- (A) Graduate Admissions Application Form
- (B) The non-refundable application fee
- (C) Official transcripts from **ALL** colleges or universities attended.

Category II.

**Previous Applicant** who made application to the Wayne State University Graduate School within the past year, was admitted, but never registered for graduate course work.

Submit to: Office of University Admissions/Graduate Division  
Wayne State University  
Detroit, Michigan 48202

- (A) Graduate Admissions Renewal Form
- (B) Any official transcripts not previously received by the Office of University Admissions/Graduate Division.

Category III.

**Applicant with previous admissions status** to the Wayne State University Graduate School (regular graduate status or non-degree) and enrolled in Graduate course work.

Request: From previous graduate school/program that your **Academic file be sent** to the Ph.D. Program Office, School of Social Work, Room 302 Thompson Home.

Please note that most programs do not archive records beyond five years. Therefore, you may be required to resubmit official transcripts from ALL colleges or universities attended.

Category IV.

**Applicant who has previously graduated from Wayne State University.**

Request: A Change of Status from previous graduate school program. Form must be signed and sent to PhD Program Office, School of Social Work, Room 302 Thompson Home.

(A) Change of Status Form.

**Criteria for Admission to Graduate School:** Doctoral applicants must present higher entrance qualifications than those required of master's degree applicants. A doctoral applicant is required to have an undergraduate grade point average of 3.0 ('B'=3) or above for the upper division of the undergraduate course work and must have completed an undergraduate major or have completed substantial specialized work in his/her proposed doctoral major field. Certain departments such as the School of Social Work require the completion of a master's degree with superior scholarship and a minimum undergraduate grade point average of 3.5 or above before considering acceptance of a student as a doctoral applicant.