

## APPLICATION PROCEDURES FOR THE HDO MA PROGRAM

All students applying for formal admission to the HDO Master's program must complete the online application with the university.

**January 15, 2019** – Early admission deadline for all applicants

**March 01, 2019** – Regular admission deadline for international applicants

**April 01, 2019** – Regular admission deadline for U.S. citizens and permanent residents

You will find general information about graduate school admission via their web site:

<https://gradschool.utexas.edu/how-to-apply>

### Application for Admission

Complete an online application for admissions and pay the application fee at **ApplyTexas.org**. Please make sure to choose the **Fall 2019** application as your 'Semester of Entry.' You will be asked to select your major. Scroll down to 'Liberal Arts' area. You will find 'Human Dimensions of Organizations' under that listing.

*\*Recommendation: Complete online application as early as possible to allow enough time for recommendations to be completed and submitted before the deadline and for all required documents to be uploaded and officially received by the admissions center.*

### Supporting Application Documents

Note: All materials are submitted electronically. Please do not send hard copies of required application materials to HDO. We are unable to return original copies of documents.

### Submit to the Graduate and International Admissions Center (GIAC)

- 1. Statement of Purpose:** Please see the HDO application checklist for content details for the two (2) required essays (statement of purpose).
- 2. Three (3) Letters of Recommendation:** When you complete the "References" portion of the online application for admission, you will give the names and e-mail addresses of those you have asked to recommend you. Be sure that the e-mail address is current and accurate. Within 24 hours of your application submission, an automatic e-mail message will be sent to your recommenders. **Note: you must submit your application in order for your recommenders to receive their email notification.** The e-mail will contain instructions and a secure link to the letter of recommendation website. After you submit your application, you will be able to monitor the status of your pending requests for references through your online [MyStatus](#) page.

3. **Transcripts:** Official transcripts from every senior college you have attended are required. Upload an official copy to the Status Check page. If you are admitted official hard copy transcripts will be required. **Important information about transcripts:** Do not mail transcripts during the application period. See instructions for uploading the pdf of your transcript at <https://gradschool.utexas.edu/how-to-apply>.
4. **GRE Scores:** Official report of the General Test scores taken within the past five years. Reports must be sent directly from respective testing service. UT's School Code is 6882. *Please see the HDO "Apply" page for information regarding a GRE/GMAT waiver request.*
5. **TOEFL Scores:** International students must submit official [TOEFL](#) scores taken within the past two years. Reports must be sent directly from the Educational Testing Service (ETS).
6. **CV or Résumé**

**Contact Information for Graduate Admissions:**

<https://gradschool.utexas.edu/admissions/contact>

The following link will take you to the Graduate and International Admissions Center's webpage, where you will find instructions for submitting your application:

<https://gradschool.utexas.edu/admissions>