

Application Instructions Doctoral Program Applicants

To pursue graduate study in Social Work at the University of Texas at Austin, admission to both the Graduate School and the Steve Hicks School of Social Work is required. In order to be considered for admission, you must complete an online application, the link to which, can be found at the Doctoral Program admissions webpage. A single application should be submitted for consideration by both the Steve Hick's School of Social Work and the Graduate School.

Application is a multistep process and applicants should begin the process early in order to ensure all materials are received on time. In particular, be aware that the online application must be submitted before supporting materials (i.e., transcripts, test scores, curriculum vitae, writing sample) can be uploaded. More information in the application submission process can be found at the [Graduate School Website](#).

After the Doctoral Program Committee review's applications, recommendations for admission will be forwarded to the Dean of Graduate Studies of the University. Official acceptance into any graduate program requires the approval of the Dean of the Graduate School. Applicants should expect to hear from both the Graduate School and the Steve Hicks School of Social Work.

Description of Materials to be completed:

A non-refundable application fee

US Citizens & Permanent Residents - \$65 International Applicants - \$90 Pay application fee online (Visa and Mastercard accepted). If the application fee is not paid at application submission, it can be paid later via What I Owe (MasterCard, Discover and electronic checks accepted). Visa is not accepted after application submission.

Letters of reference (3 required)

Letters of reference are submitted electronically directly by the referee. You will have the opportunity in the online application to identify those persons you wish to complete the letters of reference. Applicants are highly encouraged to request letters of reference from their referees as early as possible to ensure they have ample time before the deadline to submit their letters. For the Doctoral Program in Social Work, letters of reference from professors, mentors, research supervisors, or other persons who can speak to the applicant's academic or research experiences or potential are particularly appropriate.

Narrative statement

Prepare your narrative as outlined in the Steve Hicks School of Social Work Application. The narrative statement must include the names of faculty with whom the applicant is interested in working, and a rationale as to why these faculty were selected.

Publication/writing sample

Include one copy of a scholarly publication or other academic writing sample, authored in the last five years, that is representative of your critical thinking, analytic, and writing skills. If you are not the sole author of the writing sample, please specify your individual written contribution to the work.

Curriculum Vitae

Please upload a curriculum vitae (CV), which lists in chronological order, all academic and professional experiences and accomplishments. In addition, also include any memberships or other organizations and academic, professional, and public service honor. Guidance on developing a CV is available [here](#).

One uploaded copy of each of your transcripts

Please read the instructions provided in the link below for instructions on uploading transcripts at the [Graduate School Website](#). Applicants are highly encouraged to request transcripts from their institutions as early as possible to ensure they have ample time before the deadline to submit these documents.

Additional Requirements for International Students

In addition to requirements listed above, international students will need to; provide information regarding immigration status; complete certification of financial responsibility form; and provide an official copy of the Test of English as a Foreign Language-Internet Based Test (TOEFL-IBT).

Application Checklist

Items completed in the Online Application:

- Non Refundable Application Fee
- 3 Letters of References
- Narrative Statement
- 1 Publication/academic writing sample
- Curriculum Vitae
- Uploaded Transcripts

Materials Sent to the Graduate and International Admissions Center (GIAC):

- Official TOEFL-IBT Score Report from ETS, if International Applicant (instructions in Online Application)