Department of

**FOREST AND RANGELAND**

**Stewardship**

How to apply to MS and PhD programs

Below is a description for the application process for all programs except our Master of Natural Resources Stewardship.

**Step 1. Explore Faculty Research Interests**

Finding an advisor is a critical piece of the graduate application process. A great starting point is the faculty profiles on our [website](#). Determine which faculty members within our department have similar research interests to your own. Read their recent publications for further information about their research projects.

Contact the faculty whose research interests are closely aligned with your own to ask if they have an interest in accepting you as a student and if they have funding available for the term you wish to start.

**Step 2. Order GRE scores (all applicants) & TOEFL or IELTS scores (if applicable)**

An official report of your GRE scores is required for all Graduate Applicants. We only require scores for the GRE General test; it is not necessary to take the GRE subject test. There is no minimum score requirement.

An official report of your TOEFL or IELTS scores is required for all international applicants that are from non-English speaking countries. CSU requires a minimum TOEFL score of 213 (computer based), 550 (paper based), or 80 (internet based) or an IELTS score of 6.5 or better for admission without condition.

**Copies of score reports issued to you or another party are not acceptable, but you only need to submit your official scores to CSU once regardless of the number of programs, departments, or even colleges you are pursuing for admission.**

The Education Testing Service, ETS, administers both GRE and TOEFL exams. You may request that your scores be sent to CSU when you take your exam(s). The institution code is 4075 and the department code is 0108. ETS will send your scores to CSU electronically where they will be automatically matched up with your application(s) in the university admissions database. We generally receive your results within 4-6 weeks of your testing date.

If you did not initially request that your scores be sent to CSU, you can order additional reports by contacting ETS. Please see the [ETS website](#) for more information about ordering reports. ETS will send the reports directly to CSU, but it generally takes 4-6 weeks for the reports to arrive and be processed.

ETS only keeps GRE scores for five years, so in order to have an official report sent to CSU, your scores must be less than five years old. The CSU Graduate School will only accept TOEFL or IELTS scores taken within two years prior to admission.
**Step 3. Apply Online and Pay Application Fee**

Each application incurs a fee of $60 for domestic applicants or $70 for international applicants.

Spring 2016 applicants:
Fill out and submit the online application.

Fall 2016 or Spring 2017 applicants:
Visit our application to apply for Fall 2016 or future terms.

**Step 4. Submit Application Materials**

We are currently implementing our web-based application process. Spring 2016 applicants will submit materials to the department while Fall 2016 and Spring 2017 applicants will upload to the electronic system.

Note that application submissions vary slightly depending on whether you are a U.S. citizen or an international applicant.

<table>
<thead>
<tr>
<th>U.S. Citizen Applicant Checklist</th>
<th>International Applicant Checklist</th>
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<tr>
<td>☐ A statement of purpose, including a description of your research interests, long and short term goals, and how the graduate program will contribute to both. The statement is important for matching student and professor interests.</td>
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<td>☐ Three letters of recommendation from the following:</td>
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<td>o previous or current college instructors</td>
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<td>o observers other than supervisors who can verify the specific impact of your professional or intellectual expertise. Letters from friends, relatives or character witnesses are considered only supplemental to the three required reference letters.</td>
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<td>☐ One official transcript from every institution you have attended including institutions where coursework was brief and/or seemingly unrelated to the program(s) you wish to pursue. The only exception is coursework completed at Colorado State University; you do not need to send transcripts from Colorado State University. An undergraduate GPA of 3.0 or better is required for admission into Graduate School.</td>
<td>☐ One official transcript from every institution you have attended including institutions where coursework was brief and/or seemingly unrelated to the program(s) you wish to pursue. All transcripts must include a certified translation into English. An undergraduate GPA of 3.0 or better is required for admission into Graduate School.</td>
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Step 5. Follow Up
Maintain contact with any faculty that expressed an interest in working with you and please be mindful of their schedules. If they inform you that they are not accepting graduate students for the semester you wish to begin your program, please explore other options.

Frequently Asked Questions
When is the deadline to apply to the graduate programs?
We have rolling admissions and evaluate applications as they arrive. However, space in the MS and PhD programs is limited; for best consideration complete your application by February 1 for the fall semester and October 1 for the Spring semester.

Is there a form for the letters of reference?
No, there is no form for the letters of reference.

Can I send a photocopy of my transcripts?
No, we must have official copies of all your transcripts.

Spring 2016 applicants
Paper transcripts must be received in unopened envelopes from the institution, while electronic transcripts should be sent from the institution to Simone Short, WCNR_FRS_DeptAdmin@mail.colostate.edu.

Fall 2016 or Spring 2017 applicants
Should have transcripts sent to the Graduate Admissions department at the address listed above or use institution code 4075 when requesting electronic transcripts.

Do I need to send transcripts if I didn’t get a degree at the college, if the subject area was unrelated to the program I am applying for, if it was a very long time ago, or if it is a foreign university and difficult to get transcripts from?
Yes! We require official transcripts from every institution you have attended, regardless of how long ago it was, relevance of the material studied, and whether or not you completed a degree at that institution. This includes any community and technical colleges. There are two exceptions: 1) transcripts from Colorado State University; and 2) if you participated in a study abroad program through a U.S. institution, transcripts are required from the foreign institution only when the U.S. school does not list the course names, credits and grades on its transcript. We do not need copies of your high school transcripts.

How do I get an assistantship?
Whether or not you are offered an assistantship is dependent on your advisor. When a faculty member offers to serve as your advisor, ask them if they have funding available for an assistantship.
How will I know when my application is complete?

Spring 2016 applicants
Will receive two emails from the Department. The first, sent when we receive the on-line application, will list any missing application materials. The second will be sent once all of your application materials are received.

You can send an email to WCNR_FRS_DeptAdmin@mail.colostate.edu and ask about the status of your application. Be sure to include your name. You can also check on RamWeb (https://ramweb.colostate.edu/) to see if your GRE scores and/or ETS/IELTS scores have arrived at CSU yet.

Fall 2016 and Spring 2017 applicants
Can view the status of their application at any time to ensure your application checklist is complete or check on updates. This new online application status is only available to applicants for Fall 2016 and beyond.

My undergraduate degree is not in natural resources. Can I still be considered for graduate studies?
Yes, it is up to the faculty to determine if your undergraduate preparation is sufficient for their research program. They may require you to take more prerequisite courses to compensate, and in some cases faculty may ask an applicant to take more coursework before being accepted into the program.

More questions?
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