ASU Department of Psychology

<u>INSTRUCTIONS</u>: Doctoral Program Admission

These instructions are for applying to a PhD program in the Department of Psychology at Arizona State University. [Click here to jump to the checklist](#).

Application Deadlines
The programs offer a start term of fall only (August). Applications are due a year in advance of starting the program. Incomplete applications are not considered. All materials must be received by the department by the following deadline by program:

Applications Open Date	Deadline	Program
September 1st for both applications	December 1st	Behavioral Neuroscience
		Clinical Psychology
	December 5th	Cognitive Science
		Developmental Psychology
		Psychology (Quantitative Research Methods)
		Social Psychology

Notifications
If selected for an interview, applicants may be notified between late January and early March. The interview invitation would contain additional details. If an admission offer is extended, then a response is required by April 15th. Most decisions are completed and applicants are notified by April 15th but in rare instances, an applicant on a waitlist may be notified just after April 15th.

Applications
The department requires <u>two</u> applications:
- [The ASU Graduate Application](#) ($70 fee for US citizens/ permanent residents/ DACA; $115 for international students)
- [Department SlideRoom Application](#) ($10 fee)

Applicants who do not complete <u>both</u> applications <u>will not be considered</u> for admission. The department recommends applicants aim to complete all items a month prior to the deadline.

Important Note on Application Process
Applicants need to complete the ASU Graduate Application <u>first</u>. The system sends out emails with the application ID number and the applicant's ASU Affiliate (10-digit) ID number, which are both required for completing the department SlideRoom Application.

Required Items

- ASU Graduate Admission Application and fee
- Department SlideRoom Application and fee
- Official transcripts (unofficial ones can be uploaded into both applications; if admitted, official transcripts will be needed prior to the start of the school year. If no transcripts are uploaded into the ASU Graduate Application, then official transcripts will be required in order for the application to be reviewed and considered, per ASU policy)
- Statement of Purpose form
- Applicant Response form
- Graduate Assistantship Application form
- Updated Curriculum Vitae (CV) or resume
- GRE scores (from within the last 5 years)
- Three letters of recommendation (preferable from faculty or research supervisors) – names and email addresses are needed
- Proof of English Proficiency (from within the last 2 years, if needed – click link to read the policy)

Recommended Order and Additional Resources

Items can be completed in any order but the list below is designed to outline the smoothest application submission process.

1. Identify references for the letters of recommendation. Reach out to people who know you and can discuss your ability to thrive in a graduate program or research setting, such as faculty from your major or a research lab supervisor. Three letters are required but you can have up to five. Ask references if they are willing to write letters in advance so they are able to quickly submit their recommendation upon being prompted through the application system. You will need a list of names and email addresses – three to five – for your references. This is needed in the SlideRoom application.

2. Prepare for and take the GRE General Exam months in advance of applying. ASU's institutional code is 4007 (a department code is not needed). Score results take about three weeks to reach ASU, so beware of the application deadline. Peak testing months are October – January, so reserve a testing date well in advance. GRE test scores are valid for five years. The GRE is required of all applicants.

3. Prepare for and take an English Proficiency Exam (click the link to see requirements) months in advance of applying. Note that the university has specific score requirements for students to serve in a Teaching Assistantship role, which may be higher than the requirement for being admitted to the university. The policy is located here. English Proficiency scores are valid for two years. Questions about the English Proficiency requirement must be directed to ASU Graduate Admissions, not to the department.

4. Research the programs, faculty and research labs. Reach out to potential faculty mentors (those who work in your program or lab of interest) and discuss your interest in the program and in their research. You will want to reference potential mentors in your statement of purpose form and will be asked to list your top three potential mentors in the SlideRoom application.

5. Update your CV or resume. Be sure to include graduation dates or anticipated graduation dates, start and end dates of jobs or experience (e.g., Jan 2015 – May 2017) and include your research experience (volunteer or paid) and publications if applicable.

6. Obtain unofficial transcripts (in PDF format) for all colleges and universities attended, including any in-progress degree). You will need to upload unofficial transcripts in the ASU Graduate Application prior to submitting (if you don't, then you will have to submit official transcripts to ASU Graduate Admissions before the department can review your application). You will need to upload unofficial transcripts into the SlideRoom application. If you have technical difficulties with the ASU Graduate Application, then contact Graduate Admissions, not the department.

7. Submit the ASU Graduate Application (cannot submit before September 1). Upload unofficial transcripts and pay the application fee. Look for emails that indicate your ASU application number and your ASU Affiliate ID (ask ASU ID number), which is 10-digits long and may begin with "121". You will need this information for the SlideRoom application.

8. Complete the Graduate Assistantship Application form (located on the department website). List your 10-digit ASU ID number instead of your social security number. Save the completed form as a PDF. Review to ensure it is legible and not upside down.

9. Complete the Applicant Response form (located on the department website). List your GRE scores and English Proficiency scores (if applicable) on the form. The "advanced" score is applicable for the subject-specific GRE exam. Most applicants will take the GRE General Exam and will leave the "advanced" boxes blank. Save the completed form as a PDF. Review to ensure it is legible and not upside down.

10. Complete the Statement of Purpose form (located on the department website). Save the completed form as a PDF. Review to ensure it is legible and not upside down.

11. Submit the SlideRoom application (cannot access before September 1) and pay the fee. You do not need to wait for the recommendation letters to be received before submitting your application. Your references can submit them after you submit your SlideRoom application. You will need to upload and answer questions related to the following items:

    - Form: Graduate Assistantship Application (PDF format)
    - Form: Applicant Response (PDF format)
    - Form: Statement of Purpose (PDF format)
    - Item: Updated CV or resume (PDF format)
    - Item: Unofficial transcripts (PDF format)
    - Item: GRE score report (PDF format)
    - Item: English Proficiency score report (if applicable; PDF format)
    - Question: ASU application number (see automated email sent after submitting the ASU Graduate Application)
    - Question: ASU Affiliate ID number (see automated email sent after submitting the ASU Graduate Application)
    - Question: 3 to 5 recommenders (name, email address, title and company/institution)

MyASU

After submitting your ASU Graduate Application, you can log into your MyASU account. It may state that your application is complete and in review; however, it is not connected to SlideRoom and the status may not be accurate. Log into your SlideRoom account to check the status of the letters of recommendation.

Contact Information
ASU Graduate Admissions
URL: https://graduate.asu.edu/about/contact#graduate-admissions

Contact this office if you have questions about the following:
- ASU Graduate Application (and status in MyASU)
- English Proficiency requirements
- Transcripts
- Financial Guarantee form, I-20, and other items specifically for international students

Department of Psychology (Application Questions)
Email: gradpsych@asu.edu
Phone: (480) 965-7598
Webform: https://psychology.clas.asu.edu/degrees/graduate/psychology-developmental-phd#RFI

Contact this office if you have questions about the following:
- SlideRoom application
- General questions on how to apply
- Questions not answered by the Psychology PhD FAQ page

Department of Psychology (Faculty)
Contact the area head or faculty who work in your area of interest if you have questions about who is accepting applicants, faculty research, specific questions about curriculum, current grants, etc.

Current area heads by program: see the Doctoral Admission Requirements page

- Behavioral Neuroscience faculty
- Clinical Psychology faculty
- Cognitive Science faculty
- Developmental Psychology faculty
- Quantitative Research Methods faculty
- Social Psychology faculty

Research labs in our department: https://psychology.asu.edu/research/labs

ASU Department of Psychology

<u>CHECKLIST</u>: Doctoral Program Admission

This checklist is for applying to a PhD program in the Department of Psychology at Arizona State University. Click here to jump to the detailed list of **instructions** for successfully submitting application materials for consideration.

☐ Prepare for the **GRE General Exam** and **English proficiency** exam (if required).

☐ Find 3-5 people to agree to be your references. Ask references to write a letter in advance (to save time later). Create a list of the following about <u>each</u> of your references:

- First and last name
- Job title
- Employer (company/ university)
- Email address

☐ Review our 6 PhD specializations and narrow down the options to your <u>top</u> interest.

☐ Research our faculty and their research labs. Discuss your interests with faculty directly. The goal is to develop a list of three potential faculty mentors (a question on the SlideRoom application) and to figure out the best program (specialization) to which you should apply. Conversations can also help you structure your statement of purpose.

- My top program specialization preference: _____
  (Behavioral Neuroscience, Clinical, Cognitive Science, Developmental, Quant, or Social)

- My top preferred faculty mentors:

  1. _____ 2. _____ 3. _____

☐ Collect an unofficial transcript (PDF format) for each university or college you have attended. You will need to upload all of them into SlideRoom; the bachelor's degree transcript (at minimum) into the ASU Graduate Admissions application.

☐ Register for a GRE testing date (take exam no later than the first week of November). Test dates can fill up fast; plan to register for a test date several weeks in advance.

☐ Register for an English proficiency (if required) testing date (take exam no later than the first week of November). Test dates can fill up fast; plan to register for a test date several weeks (or months) in advance.

☐ Update your resume/ curriculum vitae; save in PDF format

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<u>CHECKLIST</u>: Doctoral Program Admission (continued)

☐ Download the *Statement of Purpose*, *Applicant Response*, and *Graduate Assistantship Application* forms

☐ Complete an **ASU Graduate Admissions application**. Upload unofficial transcripts (can skip if undergrad degree is from ASU). Submit and pay the application fee. Look for emails with your application ID number and your ASU Affiliate ID number (these are needed for the SlideRoom application). Recommended: submit by early November if possible.

☐ Complete the ***Statement of Purpose*** form. Add your name, indicate your top choice (X, circle, or highlight), and add your essay (guidelines are at the top of the form). Save as PDF. Upload into your SlideRoom application.

☐ Complete the ***Applicant Response*** form. You will need your GRE (and English proficiency – if applicable) test scores to fill this out. Scores take about 3 weeks to receive after your test date. List your grade point average (GPA) – cumulative and junior/senior (most recent 60 semester/ 90 quarter/ 2 years for those still completing their bachelor's). Save as PDF. Upload into your SlideRoom application.

☐ Complete the ***Graduate Assistantship Application*** form. You will need to submit the ASU Graduate Admissions application first to get the "ASU ID" number (it's 10 digits and may start with "120"). Do not list your social security number on the form. Save as PDF. Upload into your SlideRoom application.

☐ Complete <u>one</u> SlideRoom application.
  o You will need to submit the ASU Graduate Admissions application first (you need the application ID and ASU Affiliate ID number; both are emailed to you after you pay the application fee).
  o List your top three potential faculty mentors.
  o List your references' information (3-5 people).
  o Upload unofficial transcripts (from all universities and colleges attended, for all degrees).
  o Upload all test score reports (GRE and English proficiency – if applicable).
  o Upload the completed Statement of Purpose, Applicant Response, and Graduate Assistantship Application forms.
  o Upload your revised resume/ CV.
  o Submit the application and pay the fee.
  o Recommended: submit by November 25th (about a week before our application deadlines).