

Admissions Frequently Asked Questions

1. What are the requirements to complete my application?

Prospective students, both M.S. and Ph.D. applicants, should submit their official college or university transcripts, GRE scores (optional), three letters of recommendation, a curriculum vitae or resume, a personal bio, a writing sample (minimum 5 pages) and a personal statement explaining why the student has chosen to study Global Affairs at DGA as part of their application.

The Ph.D. applicant's personal statement should include an area of interest and the name of a DGA core faculty member that the student would want to work with on his/her dissertation. Ph.D. students must also submit a writing sample of 10-20 pages in length.

2. What are the deadlines to submit my application?

Application deadlines vary by semester and residency. Please reference the table below to determine what deadline you need to meet.

Note: You must have all your documentation turned in by the appropriate deadline. Application submission well in advance of the deadline is strongly encouraged.

Division of Global Affairs Application Deadlines

	US Citizens	Non-US Citizens
PhD - Fall	February 1	February 1
PhD - Spring	November 1	November 1
In-Residence MS - Fall	August 1	June 1
In-Residence MS – Spring	January 1	November 1
Online MS - Fall	August 1	June 1
Online MS - Spring	January 1	November 1
Certificates – Fall	August 1	June 1
Certificates - Spring	January 1	November 1

3. What is the application fee?

Our application fee is \$75 USD.

4. Where do I send my official transcripts?

In order to meet our application requirements, you must submit your *official* college or university transcripts. Please send your transcripts to the following address:

Office of Undergraduate and Graduate Admissions
Rutgers University-Newark
190 University Avenue, Room 101
Newark, New Jersey 07102

If you have any questions regarding your application or issues with submitting your transcripts, please contact the Office of Undergraduate and Graduate Admissions.

Phone: 973-353-5205

Email: newark@admissions.rutgers.edu

University Website: <http://www.newark.rutgers.edu>

5. Is the GRE required?

No, the GRE is optional.

6. If I'm an international student, am I required to take TOEFL? If so, what is the required score and what is Rutgers' code?

Students who are not U.S. citizens, U.S. permanent residents or citizens of countries where English is the official language must submit a TOEFL score based on a test taken no more than two years before the time of application submission. International students who have received a degree from a U.S. university or college may be exempt from taking TOEFL if they can submit proof of their degree (i.e. official transcripts, scanned copy of diploma).

Rutgers University requires that TOEFL scores are 213 and above on the computer-based test, 550 and above on the paper-based test, and 79 and above on the Internet-based test. The Rutgers TOEFL code is 2790.

7. What is considered full-time study? Can I enroll part-time?

A full-time academic load is defined as nine or more credits per semester. Anything less than that amount is considered part-time.

Your eligibility to study part- or full-time depends on the program you're considering. Ph.D. students must be enrolled full-time, but prospective M.S. and Certificate students may apply for part-time enrollment.

8. What are the tuition/fees for the program?

Please consult [Tuition and Fees](#) and for a complete fee schedule for the Graduate School (School 26). For the most up-to-date information, please go online to [The Office of Student Accounting, Billing and Cashiering](#).

9. What types of funding opportunities are offered?

Please visit the [Financial Aid](#) section of our webpage to view the various funding opportunities available to our students.

10. How do I check my application status?

To view your application status, please visit the [Online Status Site](#) and login with your credentials:

Note: Documents can take up to 48 hours to process through our system. If you have questions concerning your application or whether your documents have been processed, please contact the [Office of Undergraduate and Graduate Admissions](#).

11. How long does it take for my application to be reviewed?

Full review of an application may take up to two months. Incomplete applications, i.e. those without three letters of recommendation and transcripts will not be considered. Application submission well in advance of the deadline is strongly encouraged.

12. How do I confirm my attendance?

To reserve your place, please login to your [online status site](#) and accept

your offer of admission. If needed, further instructions can be found [here](#).