

University of South Florida, College of Marine Science

APPLICATION PROCESS

This page contains important information on the College of Marine Science's application process. Please read these instructions carefully to ensure your application is processed correctly. If you have any questions about the application process please contact Dawna Ishler at 727-553-3944.

Application Deadlines:

Term of Entry	Domestic	International Already in the U.S.	International Not in the U.S.
Fall (August)	January 15	January 15	January 2
Spring (January)	October 1	September 1	July 1
Summer (May)	N/A	N/A	N/A

Program Admission Requirements:

- ▶ Bachelor's degree or equivalent from a regionally accredited university (preferable majors include biology, chemistry, geology, physics or math). Master's degree in one of the above sciences highly preferable for Ph.D. applicants.
- ▶ Have earned a "B" (3.0 on a 4.0 scale) average or better in all work attempted while registered as an upper division student working for a baccalaureate degree. Having these scores does not guarantee admission to our program.
- ▶ Have completed all of the coursework listed on the [Undergraduate Preparation](#) page.
- ▶ Have taken the Graduate Record Examination (GRE) within 5 years preceding application. The scores generally considered acceptable by the college are as follows: Verbal = 500, Quantitative = 600. Having these scores does not guarantee admission to our program.
- ▶ Have the commitment of a Marine Science faculty member to serve as advisor during the student's graduate studies.

Review Faculty Research:

Review the [Faculty web pages http://www.marine.usf.edu/faculty/index.shtml](http://www.marine.usf.edu/faculty/index.shtml) to identify which faculty members are involved with research that is of interest to you. You are encouraged to contact these faculty members by phone or email to identify if your interests are compatible and to determine if they are accepting students for the term you intend to start your program.

Mailing Address:

Please mail all application materials (explained in the application checklist section) to the address below. Do NOT mail your application materials to the Tampa Campus, this will cause a delay in processing your application. It is best to submit your online application before mailing other materials to our office. Once you apply online you will receive your University ID number that begins with a "U". Please include this number where possible on items that you are mailing to our office.

**College of Marine Science
Department of Academic Affairs
140 7th Avenue South, 210C
St. Petersburg, FL 33701**

Application Checklist- Submit the following:

1. [Complete the Online Application](#)
2. [Payment of \\$30.00](#)
3. [An Essay](#)
4. [Three letters of recommendations](#)
5. [Official transcripts of grades](#)
6. [GRE Scores](#)
7. [TOEFL Scores](#)
8. [International Forms](#) (for international students)

1. Online Application:

[Graduate Application \(Apply online\)](#)

<http://facts23.facts.org/admissions/jsp/dageneralinfosfg.jsp>

You will be asked to create a login id and password to access the online application using FACTS.org. Before you visit the online application, use the following tips to ensure that you answer the questions correctly:

- **For the question "Select the campus you wish to attend":**
 - Choose the "Tampa" campus, even though our program is physically located on the St. Petersburg campus, the College of Marine Science is a "Tampa" program that is offered on the St. Petersburg campus
- **For the question "What is your planned major":**
 - For the Masters of Science program, choose "Marine Science - M.S.",
 - For the Doctorate program, choose "Marine Science - Ph.D."

2. Payment of \$30.00 via credit card or e-check (submitted electronically along with online application).

3. An essay

Describe your specific research interests in marine science and indicate the [Faculty members](#) <http://www.marine.usf.edu/faculty/index.shtml> in our college whose research programs are of interest to you. (1-2 typewritten pages; include special talents, jobs, and experiences). You may use this [essay template](#) <http://www.marine.usf.edu/prospective-students/statement.doc> for your convenience.

4. Three letters of recommendation which you must solicit.

5. Official transcripts of grades

One official transcript from all institutions of higher learning where you have earned a degree is required, but applicants may also provide unofficial copies of transcripts to expedite the processing of their applications. Any admissions granted using unofficial transcripts will not be finalized until official transcripts are received in a sealed envelope from the Office of the Registrar where they attended. All transcripts must be in English; it is the applicant's responsibility to have foreign transcripts translated and evaluated* before submitting them as part of their graduate application packet. If you are applying while still completing an undergraduate degree, you must submit transcripts of at least six (6) semesters of completed undergraduate work. Final transcripts showing the award of a bachelor's degree will be required if an applicant is admitted and enrolls. If you have attended USF as a degree-seeking student, you do not have to submit your USF transcripts.

6. Graduate Record Exam scores (GRE - verbal/quantitative)

- Contact ETS at <http://www.ets.org/> to find a testing location and have your scores sent electronically from ETS to USF. The institution code for USF is **5828**.
- Since test scores are received electronically and can take 4-6 weeks to process, please send copies of your GRE score reports with your application materials.
- The GRE scores generally considered acceptable by the College are as follows: Verbal = 500, Quantitative = 600. Having these scores does not guarantee admission to our program.

7. TOEFL exam scores (*For non-native English speakers*)

- Contact ETS at <http://www.ets.org/> to find a testing location and have your scores sent electronically from ETS to USF. The institution code for USF is **5828**.
- Since test scores are received electronically and can take 4-6 weeks to process, please send copies of your GRE score reports with your application materials.
- Applicants whose native language is not English or who have not earned a degree in the United States must also submit TOEFL scores earned within two (2) years of the desired term of entry. A minimum total score of 79 on the internet-based test, 213 on the computer-based test, or 550 on the paper-based test are required. Applications submitted with TOEFL scores that do not meet the minimum requirements will be denied with no exceptions.
- The TOEFL requirement may be waived if the applicant meets one of the following conditions:
 - Has scored 500 or higher on the GRE Verbal Test
 - Has earned a college degree at a U.S. institution of higher learning
 - Has earned a college degree from an institution whose language of instruction is English (must be noted on the transcript).
 - Has scored 6.5 on [International English Language Testing System \(IELTS\)](http://www.ielts.org/) <http://www.ielts.org/> .

8. International Forms (for International Students Only)- please visit the [USF Graduate Admissions](http://www.grad.usf.edu/newsite/admissions/main_int.asp) http://www.grad.usf.edu/newsite/admissions/main_int.asp website to complete the Financial Support Requirements Form and for more helpful information for International Applicants.

Questions? We are here to help you. If you have any questions please contact Dawna Ishler at 727-553-3944 or via email at dishler@admin.usf.edu