

# GRADUATE AND DOCTORAL PROGRAM ADMISSION



UNIVERSITY OF THE INCARNATE WORD  
Office of Admissions ■ 4301 Broadway ■ San Antonio, Texas 78209  
210-829-6005 ■ 1-800-749-9673 ■ Fax: 210-829-3921 ■ [www.uiw.edu](http://www.uiw.edu)





Are you currently, or have you ever been, charged with or subject to disciplinary action for scholastic or any other type of misconduct at any educational institution?     No     Yes

Have you ever committed, been convicted of, pleaded no contest to, or had adjudication withheld with respect to any criminal act other than a minor traffic violation.     No     Yes    *If yes to either question, please explain on a separate sheet of paper.*

Have you taken the:

Graduate Record Exam (GRE)    No     Yes     Scores: Verbal \_\_\_\_\_ Quantitative \_\_\_\_\_ Analytical Essay \_\_\_\_\_ Date \_\_\_\_\_  
Miller Analogies Test (MAT)    No     Yes     Score: \_\_\_\_\_ Date \_\_\_\_\_  
Graduate Management Test (GMAT)    No     Yes     Score: \_\_\_\_\_ Date \_\_\_\_\_  
Other \_\_\_\_\_    Score: \_\_\_\_\_ Date \_\_\_\_\_

## EMPLOYMENT INFORMATION

	Employer	Position held	Length of time
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

Please list any professional awards, honors, offices held in organizations, etc. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## OPTIONAL

*Incarnate Word does not discriminate against any applicant because of race, sex, national origin, disability, or religious affiliation. In order for the University to respond to required state and federal questionnaires, you are asked to assist us on a voluntary basis, by answering the following questions:*

Religious preference or denomination to which you belong: \_\_\_\_\_

Ethnicity:     Hispanic or Latino     Non-Hispanic

(Hispanic or Latino is defined as a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race)

Race: (check all that apply)

- American Indian or Alaska Native     Native Hawaiian or Other Pacific Islander  
 Asian     White  
 Black or African American

Spouse's Name \_\_\_\_\_ Spouse's Occupation \_\_\_\_\_

Children's Names and Ages \_\_\_\_\_

Names of relatives who are UIW alumni, current students, faculty, or staff:

name	relationship	class/year
_____	_____	_____
name	relationship	class/year
_____	_____	_____
name	relationship	class/year
_____	_____	_____

By submitting this application, I certify that I am seeking to enroll at Incarnate Word and that the information which I have given on these pages is complete and true to the best of my knowledge. I agree that if accepted for admission, I shall comply with all the rules and regulations of the University which may be in effect or which shall be put into effect while I am a student.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Return to: University of the Incarnate Word Admissions Office  
4301 Broadway, San Antonio, Texas 78209, U.S.A.  
210-829-6005, 1-800-749-WORD



# APPLICATION INSTRUCTIONS

(Apply online at [www.uiw.edu/admissions](http://www.uiw.edu/admissions))

## First Time Graduate and Doctoral Program Admission

- Complete the application and return it with a \$20.00 application fee in the form of a check or money order. This fee is non-refundable. A business reply envelope is enclosed or you can mail the application to the Office of Admissions at 301 Broadway, San Antonio, Texas, 78209.
- Submit official transcripts from all colleges attended, undergraduate and graduate, reflecting degree(s) received from an accredited U.S. institution or equivalent training at an institution outside the U.S.
- If necessary, submit official score reports from the Graduate Records Examination (GRE), Miller Analogies Test (MAT), or the Graduate Management Aptitude Test (GMAT), according to the requirements of the program for which you are applying.
- **For UIW Accelerated Bachelor to Master (ABM) Students Only:** All ABM program students must consult their advisor prior to admission. Please indicate the semester you will be exclusively enrolled in graduate-level coursework. Indicating the incorrect semester may result in a loss of federal funding and/or scholarship.
- **Please consult with the Graduate Bulletin for specific program requirements or for any additional admissions requirements in the program for which you are applying. The bulletin can be found online at [www.uiw.edu/gradcat](http://www.uiw.edu/gradcat).**
- **Please note**, this is NOT an Adult Completion Program (ADCaP) or Virtual University application. All Extended Studies applications can be found at <http://adcap.uiw.edu/admissions/graduate-admissions> or <https://www.universeonline.uiw.edu/> respectively.

## International Student Admission

Prospective students who are not U.S. citizens or resident aliens must complete the Application for International Student Admission. Please contact the International Student Office for this application, or apply online at [www.uiw.edu/admissions](http://www.uiw.edu/admissions).

## Financial Assistance

The Office of Financial Assistance supports UIW graduate students seeking the means to fund their education. Aside from students who receive reimbursement from their employer, the most common form of financial aid for graduate students are loans available from the federal government, often at a low interest rate. A limited number of assistantships are available each year.

To apply for financial assistance, graduate students must complete a Free Application for Federal Student Aid (FAFSA) and submit it to the federal processor. The FAFSA form can be obtained by contacting the Office of Financial Assistance at UIW. The results of the FAFSA will be used to determine your financial aid eligibility. The financial aid code for the University of the Incarnate Word is 003578.

For questions concerning financial assistance at UIW, please call the Office of Financial Assistance at (210) 829-6008 or 1-800-749-WORD, or refer to the website at [www.uiw.edu/finaid](http://www.uiw.edu/finaid).



## HELPFUL DEFINITIONS

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- A. FULL-TIME:** Those wishing to enroll in 9 hours or greater for Fall or Spring terms.
- B. PART-TIME:** Those wishing to enroll in fewer than 9 hours for Fall or Spring terms.
- C. DEGREE-SEEKING:** If you meet all the standards of admissions to the graduate program, you will be considered for full degree-seeking status, meaning you hope to achieve a degree from UIW. (see University catalog)
- D. NON-DEGREE-SEEKING:** Non-degree seeking students are not hoping to achieve a degree from UIW. Students may not take more than 12 credit hours, and are ineligible for University of federal financial aid. Acceptance as non-degree seeking does not ensure acceptance into the respective program, regardless of course grades received.
- E. TRANSIENT:** If you are pursuing a graduate degree at another institution, you may take graduate level courses at UIW by submitting a completed application form and application fee with a letter of good standing or current transcript of your primary institution.
- F. RE-ADMIT:** If you are a former UIW graduate student who has been away from the program for more than a year, you will need to re-apply to the University. All pertinent materials should be updated. If you have been out for just one fall or spring semester, you will fill out the Graduate Readmit form at: <http://www.uiw.edu/readmission/> If you have been out longer than one fall or spring semester, you must fill out a new graduate application.
- G. ACCELERATED BACHELORS TO MASTERS:** Qualifying UIW students may participate in an accelerated Bachelor's to Master's (ABM) program. This program enables completion of a combined undergraduate and graduate degree in less time (minimum 5 years). This program is only available for students currently enrolled as full-time undergraduate students at UIW, who meet the admission criteria. This program is limited to select majors.
- H. ACADEMIC CERTIFICATE:** Professionals who have completed master's degrees or higher, or professionals who otherwise meet the standards of admissions as non-degree-seeking students, are eligible to obtain professional certificates by completing courses outlined in the concentration sections of the programs outlined in the graduate catalog. Upon completion of the specified graduate coursework, the student is awarded the professional certificate.
- I. ROLL-OVER:** You are permitted to roll over a complete or incomplete transcript with supporting documents for up to one year at the graduate level. Beyond one year, students must submit a new graduate application. Admission supporting documents are kept on file for up to two years.