

**DEPARTMENT OF HISTORY
WESTERN MICHIGAN UNIVERSITY
APPLICATION CHECKLIST**

All applicants for admission to masters or doctoral programs who are also applying for financial assistance must have completed applications on file in the department **no later than January 15th**, the application deadline for all forms of financial assistance administered by the Department of History.

I. Submit to the University Office of Admissions and Orientation

Office of Admissions
Western Michigan University
1903 W Michigan Avenue
Kalamazoo, MI 49008-5211

___ White copy of the self-managed Graduate College application form, or complete the online application at <<http://www.wmich.edu/admi/gradapp>>.

___ \$40.00 nonrefundable application fee.

___ Official transcripts from every undergraduate and graduate institution attended, excluding WMU.

___ Scores from the Graduate Record Examination General Test.

II. Submit directly to the Department of History

Department of History
Western Michigan University
1903 Michigan Avenue
Kalamazoo , MI 49008-5334

___ Blue copies of the self-managed Graduate College application form, if you did not complete the application online.

___ Department of History application form for admission and financial aid, available online at <<http://www.wmich.edu/history/graduate/toapply.html>>.

___ Official transcripts from every undergraduate and graduate institution attended, excluding WMU.

___ Three letters of recommendation. Forms are supplied with departmental application materials and are available online at <<http://www.wmich.edu/history/graduate/toapply.html>>. Letters must be returned either directly from referees to the department or, if gathered and sent by the applicant, must be in sealed envelopes with referee's signature over the flap.

___ A 2-3 page statement of intended professional objectives and intended fields for specialization for graduate study. If appropriate, please include possible choices for your supervising professor.

___ A writing sample demonstrating your writing and research abilities. We strongly prefer a thesis, a chapter, a major research paper or article, or seminar paper with footnotes.