



# Graduate Program (M.S./M.A.) in Communication

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## APPLYING TO THE PROGRAM

Visit the Graduate Admissions page: <https://illinoisstate.edu/apply/graduate/>

### GRADUATE SCHOOL REQUIREMENTS

- You must have earned a four-year bachelor's degree/equivalent from an accredited college or university or do so within one academic year.
- You must present official transcripts from every college or university you have attended (for any graduate, undergraduate, or non-degree credit earned) other than ISU. Transcripts can be emailed to [GraduateAdmissions@IllinoisState.edu](mailto:GraduateAdmissions@IllinoisState.edu) by the college/university or mailed in a sealed envelope to: Office of Admissions, 209 Hovey Hall, Campus Box 4040, Normal, IL 61790-4040

### SCHOOL OF COMMUNICATION REQUIREMENTS

- Minimum GPA of 3.00 in last 60 undergraduate college credit hours
- Letter of Application
  - The letter is a 1-2 page double-spaced letter in which you discuss your background, academic interests, and career objectives, and explain how ISU's School of Communication can help you to accomplish these objectives.
- Resume/Curriculum vitae (CV)
- Writing Sample
  - The writing sample should be an academic paper that demonstrates your ability to research, integrate citations, and engage in quality writing. There is no minimum or maximum page requirements.
- 3 References
  - In the online application, you will submit the names and email addresses of 3 references.
  - Be sure to check that references submit their letters when they get the notification from the online system.
- International Students
  - If you are an international student, you are also required to obtain a minimum TOEFL score of 250 (computer-based testing), 100 (Internet-based testing), or 600 (paper-based testing).

An application is reviewed only when we have received all required application materials. Reviews begin February 2 of each year for fall admission decisions. We are currently not accepting applications for spring admission.

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### Applying for Funding

There are various opportunities for seeking and obtaining funding for your graduate education. These opportunities are intended to facilitate your progress to the degree while providing important professional development. You should apply for these funding opportunities at the same time that you are applying for admission into the graduate program.

**Please note: You will need to apply for funding opportunities separate from the graduate program application. Application processes are described below.**

#### Graduate Teaching Assistantship (GTA)

You can apply to become a Graduate Teaching Assistant (GTA) in the School of Communication. Qualified degree program applicants who intend full-time study may apply for a GTA position. GTAs are trained to teach an introductory course in communication and/or to perform other services for the School of Communication. The assistantship carries a full tuition waiver (you are responsible for paying for fees) and a monthly stipend of approximately \$1,300 for up to four semesters. GTAs also receive a waiver for up to 12 credits of summer coursework. Awards are very competitive. To apply for the GTA position, you must visit the ISU Human Resources jobs website (<https://www.jobs.ilstu.edu>) and search for the position: GA Teaching Assistant - Master's program Graduate Teaching Assistants (the department listed will be the School of Communication).

As part of the application you will be required to upload a 1- to 2-page double spaced Statement of Teaching Interest in which you describe your skills and experiences that may position you to be an effective instructor. This statement is separate and distinct from documents included in the application for program admission.

To be eligible for an assistantship you must, generally,

- be admitted unconditionally as a degree-seeking student into a graduate academic program, or have a minimum of 120 undergraduate hours if in an integrated degree program;
- be in good-standing;
- be enrolled full-time (typically at least 9 credit hours during the fall or spring semesters, or at least 6 hours during the summer session).

#### Graduate Assistantship (GA)

If you are not interested in teaching or are not awarded a GTA position, you can apply for other graduate assistantships (GA) on campus. Communication students are often hired in GA positions in units across campus including Facilities Services, Admissions, Athletics, Graduate School, Health Promotion and Wellness, among others. Students receive a tuition waiver and stipend for these positions (the stipend amount will differ based on the hiring unit). To apply for the GA positions, you must visit the ISU Human Resources jobs website at (<https://www.jobs.ilstu.edu>) and search for Graduate Assistantship positions. You will need to read through the pool of positions and apply to the positions for which you are qualified.

## **Tuition Waiver**

You can apply for a tuition waiver if you do not have a GTA or other graduate assistantship on campus and are taking the required credits for the program. Tuition waiver money can be used toward tuition on required coursework (up to 9 courses for students completing the thesis option; up to 12 courses for students completing the Master's Project option) and up to 6 thesis credits. Waivers do not cover required fees.

Students who apply must have a minimum 3.0 cumulative GPA (first semester students must have a 3.0 GPA in their last 60 undergraduate credits), be in good academic standing, and be making steady progress on completing the program in a timely manner. Priority is given to full-time students in their first two years of the program and part-time students who are taking courses in consecutive semesters.

You must apply for these awards every semester by the deadline to be considered, and award amounts are contingent on funding the School receives from the university and the number and quality of applicants. The amount awarded may vary by semester. The tuition waiver application can be found on the Graduate School website: <https://grad.illinoisstate.edu/funding/> Click on Tuition Waivers and review the section "Graduate Tuition Waiver."

Your completed application should be submitted to the Communication graduate program director by the deadline: Fall - August 20-; Spring – January 20; Summer – May 20

## **Other Sources of Funding**

Also visit the Graduate School for additional funding options, including other waivers and scholarships: <https://grad.illinoisstate.edu/funding/>

## **How Much Does Graduate School Cost?**

To determine the cost of graduate education at ISU, visit the Student Accounts website at <https://studentaccounts.illinoisstate.edu/billing/>. There you can find tuition and fees for graduate school, billing due dates, and other important financial information.

## **Who Should You Contact with Questions?**

If you have a question about applying to an ISU graduate program, contact the Graduate School: [GraduateSchool@ilstu.edu](mailto:GraduateSchool@ilstu.edu).

If you are an international student with questions about funding and required paperwork like the Declaration of Finances, contact [InternationalAdmissions@IllinoisState.edu](mailto:InternationalAdmissions@IllinoisState.edu).

If you have questions about admissions and the online application, contact [GraduateAdmissions@IllinoisState.edu](mailto:GraduateAdmissions@IllinoisState.edu) or Emma Kopko, Associate Director of Marketing and Recruitment in the Graduate School, at [elkopko@ilstu.edu](mailto:elkopko@ilstu.edu)/(309) 438-5745.

If you have questions specific to the School of Communication program, or want to check on the status of your completed application, contact School of Communication graduate program director, who during the 2023-24 academic year, will be Dr. Becky Hayes at [rahayes@ilstu.edu](mailto:rahayes@ilstu.edu).