

## **2019-20 Admission Requirements**

### **PhD Urban Planning and Public Policy (UPPP)**

Along with the Office of Graduate Studies application requirements, a complete application includes:

1. Official transcripts from colleges and universities attended. Information about submitting transcripts is available in the Graduate Catalog
2. Graduate Record Exam (GRE) and, for international applicants, the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) official test scores. Information about submitting official test scores is available from the Graduate Catalog. The ETS code for UTA is 6013.
3. Three letters of recommendation attesting to the applicant's ability to do doctoral-level work and complete the dissertation. Letters from references who hold a Ph.D. degree are preferred.
4. Essay by applicant (minimum 500 words, maximum 1000 words). The essay is considered both for its content and writing quality. The essay should discuss: (1) tentative research topic, (2) how your undergraduate and graduate studies have prepared you for doctoral study in Urban Planning and Public Policy; (3) identify your desired field area (see field areas, below) and a potential Planning faculty whose area relates to your research interests; and (4) the reasons for wanting to earn the doctoral degree.
5. (Optional) applicant's sample of written work in English (e.g., thesis, publication, professional report).

Official transcripts and test scores must be sent directly to the Office of Graduate Studies by the institution and ETS respectively. Letters of recommendation and personal essay should be sent directly to the College of Architecture, Planning and Public Affairs at [cappa.advising@uta.edu](mailto:cappa.advising@uta.edu) via email or postal service, at: CAPPA Program - Ph.D. in Urban Planning and Policy (UPPP), Box 19108, Arlington TX 76019.

Your school/institution may submit official transcripts electronically directly to the UTA Graduate Admissions Office via email at [grad.admission@uta.edu](mailto:grad.admission@uta.edu). or by postal mail to the following address:

UTA Graduate Admissions Office, Box 19167  
701 S. Nedderman Dr., Davis Hall Room B17 Arlington, TX 76019

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It is the applicant's responsibility to ensure all application materials are received by the application deadline. Incomplete applications or applications received after the deadline could be deferred.