

Components of the application

1. Statement of Purpose

The Statement of Purpose is limited to 1000 words. This is one of the most important components of your application. Your Statement of Purpose should include the following information: what are your research interests, what do you plan to do in a Ph.D. program, why are you pursuing a Ph.D. in Chicana and Chicano Studies, what do you plan to focus on and with whom at our department you will be interested in working with and why. Statements that articulate interest in undertaking a particular project have a competitive edge over statements that indicate interest only in broad topics or areas of research.

Hint:

- Keep it academic. You may include autobiographical information in your Personal Statement, but do not use the very limited space you have for personal or autobiographical details.
- We are more interested in what you plan to do in your advanced studies in the Ph.D. program than in a narrative of what you have already done in the past. Draw on your past education and experience to bolster your proposal (to show how well-prepared you are in specific ways) rather than make that history serve as the proposal itself.

2. Writing sample

The writing sample is a 10-25 page scholarly paper that demonstrates originality of ideas, familiarity with the conventions of academic research, and writing proficiency. Ideally, the writing sample should complement the project described in your statement of purpose, but if you do not have a writing sample that reflects a tight fit with your statement of purpose, just send us an example of your best academic work.

3. Letters of Recommendation

We ask for three letters of recommendation, preferably from professors in your field(s). Letters of Recommendation must be submitted electronically through the online application. We believe that the strongest letter of recommendation comes from an academic who can speak to your readiness to embark on advanced research in a Ph.D. program. The best rule of thumb is to aim for recommenders in your academic field who know you well and who can describe you honestly and in detail.

4. Exam scores

GRE Exam

Only the general GRE Examination is required. There is no subject exam in our field.

We do not establish a minimum GRE score for admission to the program. Test scores are only one component of the overall application. They are rarely the deciding factor in admissions, but we do take scores into careful consideration for a well-rounded sense of the applicant (especially for consideration for some fellowships).

Exam scores should be submitted electronically. For exam purposes use Institution Code: 4837 and Department Code: 626. To insure that the program receives scores before our deadline, **you should take the exam no later than October 15.**

The institution code for UCLA for the GRE is 4837, the department code is 626.

TOEFL Exam

In addition to the GRE, applicants whose native language or language of instruction is not English must take the TOEFL (The Test of English as a Foreign Language) Exam.

TOEFL is given by the Educational Testing Services (ETS). Official score reports must be sent from ETS directly to UCLA Graduate Division. The overall minimum score required for admission to UCLA is 87.

The institution code for UCLA for the TOEFL is 4837 and the department code is 696.

Important:

- Keep it current. If your GRE scores are more than 5 years old, you need to retake the exam. If your TOEFL scores are more than 2 years old, you need to retake the exam.
- We are unable to accept scores for exams taken after December 1st. If your scores come in after the deadline, we will have to consider your application during our deliberations as “incomplete”.

Applicants may obtain more information regarding GRE/TOEFL Test Scores by visiting Educational Testing Service (ETS): <http://www.ets.org/>

For more information on UCLA Graduate Studies Admissions and Test Scores, see: <http://www.gdnet.ucla.edu/asis/infoserv/faq.html#testscores>

5. Official transcripts of all graduate and undergraduate work

UCLA Graduate Division requires a minimum GPA of 3.0. Transcripts must be sent to the department before December 1st deadline.

Please mail official transcripts to:

César E. Chávez Department of Chicana and Chicano Studies
Attn.: Graduate Admission, UCLA
7349 Bunche Hall
Los Angeles, CA 90095-1559

If you use expedited services, e.g., Fedex, omit the Box number.

6. Fellowship application

We highly encourage prospective students to apply to the fellowships offered by UCLA Graduate Division (see UCLA Graduate Division web site, Financial Support section (<http://www.gdnet.ucla.edu/asis/entsup/finsup.htm>)).

Fellowship applications must be submitted electronically on or before December 1st.

7. Résumé or Curriculum Vitae

Additional useful information can be found in our Graduate Program website FAQ.

You should also visit the Graduate Division Home site FAQ (<http://www.gdnet.ucla.edu/asis/infoserv/faq.html>)