

Welcome! This document provides instructions to apply for fall graduate admission into the on-campus **Master of International Affairs and Master of Public Health combined degree program** at the Bush School, in conjunction with the School of Public Health, at Texas A&M University.

Fall 2022 application deadlines:

*MIA Priority Funding Application Deadline: **December 15, 2021***

*Final Application Deadline: **February 1, 2022***

Applications completed by the priority funding deadline of **December 15** are considered for optimal funding consideration for the MIA degree portion. Applications completed after the priority deadline, but on or before the final deadline, will still receive a competitive Bush School Scholarship, but may miss nomination for other funding.

APPLICATION PROCESS & OVERVIEW

The Bush School Admissions Office works in conjunction with the Texas A&M Office of Graduate Admissions and the School of Public Health to process applications for the **Master of International Affairs–Master of Public Health (MIA-MPH)** combined degree program.

Applicants begin the application process by applying through the School of Public Health’s SOPHAS application, noting that they intend to pursue the combined MIA-MPH degree and uploading all of their support documents. They then apply to the Bush School’s supplemental MIA application and upload any additional pieces.

All supporting documents, including test scores (if applicable) and recommendation letters, must be received by the application deadlines above. **Incomplete applications will NOT be considered for admission.** Be sure to use the same spelling and name on all correspondence and documents to avoid confusion or delay in processing. Immediately notify the Bush School and the School of Public Health of any changes to your address and/or name.

Note: The Bush School will notify applicants via email of any items missing to complete their application and/or when their application is complete, so be sure to monitor the email address entered on the application.

In early February, applicants selected for the interview round in the admissions process are invited to interview during Interview Conference Weekend (Feb 18-19), with alternate (Zoom) interactions available for those who cannot attend. Admissions and Scholarship Committees meet soon after, and applicants are notified of MIA admissions and funding decisions by mid-March.

SOPHAS APPLICATION

To start, submit an application in SOPHAS to the School of Public Health. A non-refundable application fee is required. Visit the [School of Public Health Admissions website](#) for instructions.

SUPPLEMENTAL MIA APPLICATION

After submitting the SOPHAS application to the School of Public Health, fill out and submit the free [Supplemental MIA Application](#) to the Bush School by the application dates indicated above.

On the Supplemental MIA Application, applicants will answer the following questions:

- Which semester and year do you expect to enter the Bush School portion of the MIA-MPH?
 - Admitted students typically start the “MIA” portion in the spring of their second year.
 - e.g., Applicants admitted for fall 2022 would enroll in the Bush School (and receive MIA scholarship support) in spring 2024 and graduate in May 2025.
- What MIA track and concentrations are of interest to you?
- Where did you hear about the MIA-MPH program?
- How many years of professional experience will you have by the time you begin the MIA-MPH?
- How many years of relevant (international affairs) work experience will you have when you enroll?
- Have you served in the US military? If yes, what is/was your rank/branch? Will you be active-duty military sponsored?
- *What* is your foreign language ability and how did you acquire it? *When* will you be able to pass the required oral proficiency exam in another language?

RÉSUMÉ

Applicants upload a current résumé to their SOPHAS application, but if they would like to submit a MIA focused résumé that highlights their international experiences, language, and focus, we encourage them to upload it to the [Supplemental MIA Application](#) for our committee review.

A [Résumé Template](#) is available for reference:

- **Name and Contact Information**
- **Education**
- **Work/Internship/Military Experiences**
- **International Experience**
- **Skills and Certifications** (language, software, clearance, etc.)
- **Leadership, Service, Organizations, and Honors**

PERSONAL STATEMENT

Applicants upload their personal statement to their SOPHAS application. However, if that statement does not address items in the MIA prompt below, please upload one that does to the Supplemental MIA Application.

Statements should be typed in 11 pt font, spaced 1.5”, and address the following prompt. Include applicant name, the title “Personal Statement”, and page number on each page.

Prompt: *In 750 words or less, please address the following topics in your personal statement:*

- *Your personal and professional goals for a career in international affairs,*
- *What (including the people, places, internships, or events) inspired you to pursue a career in international affairs,*
- *How obtaining the MIA degree from the Bush School will help you achieve your goals, and*
- *What value you bring to the program (including knowledge gained from meaningful experiences, education, or jobs you have had in the past).*

INTERNATIONAL EXPERIENCE ESSAY

The international experience essay is a place for applicants to convey their unique international experiences and influences. It is **in addition to the personal statement and required for the MIA application process**. Applicants upload their international experience essay to the Supplemental MIA Application.

Essays should be typed in 11 pt font and spaced 1.5”, and address the following prompt. Include applicant name, the title “International Experience Essay”, and page number on each page.

Prompt: *In 750 words or less, tell us about the experiences that have influenced your interest in international affairs. We recognize that your experiences and opportunities may vary substantially from others, but we are looking for aspects of study abroad, living abroad, influential courses or readings, language interests, international news or events, cultural interactions, and more. Some repetition may occur from your statement, but this essay should include new material.*

RECOMMENDATIONS (3)

Three letters of recommendation with evaluations are required and submitted through the applicant’s SOPHAS application. The Bush School will use these same letters. Based on SOPHAS requirements, at least one rec must be an academic reference from a higher education institution and at least one professional reference. The academic reference must come from one of the applicant’s course instructors who can attest to the applicant’s capability to pursue graduate school. The remaining letter may be either professional or academic.

TRANSCRIPTS

UNOFFICIAL TRANSCRIPTS REQUIRED TO APPLY

In SOPHAS, applicants upload a copy of their official transcript from all 4-year colleges/universities attended. **NOTE:** Transcripts uploaded to GradCAS or sent via email are considered unofficial, but are sufficient to review an application for admission.

International (non-US) Transcripts: Upload the transcript and diploma (or degree certificate) in its native language along with a World Education Services (WES) ICAP Course-by-Course evaluation of academic records. English translation (if applicable).

Texas A&M Current or Former Students: Please upload a copy of your Texas A&M transcript into SOPHAS. However, an official transcript will NOT be needed if admitted.

OFFICIAL TRANSCRIPTS REQUIRED UPON ADMISSION

Admitted students cannot register for courses until official transcripts from all 4-year colleges/universities attended are received and processed by the Texas A&M Office of Graduate Admissions. A registration hold is placed on the student’s account until officials are on file. Registration typically opens in mid-April, so it is imperative for an admitted student to request official transcripts be sent immediately upon admission. For a transcript to be considered official, they must be submitted directly from the university/college to Texas A&M’s Office of Graduate Admissions (*NOT the Bush School*) in one of the following ways:

- **Electronically** via SPEEDE, eSCRIPT-SAFE, PARCHMENT, or National Student Clearing House to admissions@tamu.edu.
- **Mailed** to Texas A&M Graduate Admissions Processing in a sealed envelope with the registrar’s signature or stamp across the seal.

U.S. postal mail
Graduate Admissions Processing
Texas A&M University
PO Box 40001
College Station, TX 77842-4001

Express mail or courier (FedEx, DHL, UPS, etc.)
Graduate Admissions Processing
Texas A&M University
General Services Complex
750 Agronomy Rd, Suite 1601
College Station, TX 77843-0200

International Transcripts: Applicants must submit their official transcript and diploma (or degree certificate) in its native language as well as an *official English translation* for both. They are to be signed by the registrar, controller of examinations, or president of the university issuing the document. Translations sent directly from the institution

attended or from a recognized translator are considered official. *Consolidated and provisional mark-sheets are NOT considered official.* Please ask the registrar to send individual mark-sheets with the grades earned in each term. Photocopies or other duplications such as notarized copies and faxes are not official.

Texas A&M (College Station, Galveston, or Qatar) Current or Former Students: These students do NOT need to submit official Texas A&M transcripts, or other supporting transcripts, previously sent to Texas A&M.

GRE/GMAT

While GRE/GMAT scores may not be required to apply to the School of Public Health, they may be for the Bush School's MIA portion of the combined MIA-MPH application process.

The MIA requires applicants with a GPA below 3.2 to submit GRE/GMAT scores. We use the cumulative GPA (out of 4.0) as listed on the transcript issuing the degree (bachelor, master, PhD). Many still provide scores for reasons stated below. Applicants weighing the decision to submit scores should consider their testing ability, time to study, and whether scores will help or hinder their application (we have a 308 average).

- **Optional** for those with a cumulative GPA of 3.2 or better. *We do NOT round up! (a 3.18 is below a 3.2).*
- **Encouraged** for those who feel the test could complement a strong file or offset concerns such as a low GPA, lack of experience in the field, or if grades/experience do not reflect current abilities. When deciding if scores will help or hinder, consider our previous years' averages (308).
- **Required for those with a cumulative GPA below a 3.2.**

To be valid, scores must be within five years of the date the application is submitted. Applicants will be given the option to upload a copy of their unofficial Test Score Report to their Supplemental MIA Application. We prefer the GRE test over GMAT.

Official scores are only needed for international applicants who wish to provide Proof of English Proficiency via their GRE/GMAT score. *Official* test scores should be sent directly from the Education Testing Service (ETS) to Texas A&M University and must be within five years of the date the GradCAS application is submitted.

(GRE Code: 7841 / GMAT Code: 7B7-K9-57)

PROOF OF ENGLISH PROFICIENCY (for applicants from non-English speaking countries)

Official English language proficiency (ELP) test scores are required for most international applicants. Citizens of certain English speaking countries are exempt from this requirement. Refer to the list on the [TAMU International Graduate Admissions website](#).

If an applicant's country is not on the exempted list, he/she must have test scores that meet the minimum ELP requirement or meet the Alternative Verification criteria. We have included the [School of Public Health ELP requirements](#) as shown on their site. Acceptable options:

- Score at least 153 on the GRE verbal section (or 22 on GMAT verbal) from a test date within five years of applying.
- Earn a TOEFL score of at least 95 (i-BT) from a test date within five years of applying; *the Bush School prefers a 100 i-BT. MyBest TOEFL Scores not accepted*
- Score an IELTS Academic test score of 7.0 or higher overall band from a test date within two years of applying.
- Alternative Verification: Complete all years of a bachelor's degree (equivalent to four years) or higher (masters is typically two years) at an accredited university in the US.

Applicants are advised to complete tests at least two months before the application deadline. Test scores can take anywhere from two to six weeks to be processed, depending on the test. Applications missing the required proof of English proficiency will not be reviewed or considered for admission.

To report test scores:

- **GRE:** Use code 7841 for the School of Public Health
- **GMAT:** Use code 7B7-K9-57
- **TOEFL Scores** should be sent directly from the testing service to Texas A&M University (Code 5688 for the School of Public Health).
- **IELTS Scores** should be submitted electronically from the IELTS test center to Texas A&M University (College Station and Galveston); no paper Test Report Forms accepted. An institution code is NOT required. Instead, use the address listed below.

Internal Admissions Processing
Texas A&M University
PO Box 40002
College Station, TX 77842-4002
admissions@tamu.edu

CONTACT INFORMATION (Bush School Admissions)

Questions about the application or the application process should be directed to Ashlee Treadway or Kathryn Meyer in the Bush School Admissions Office. Our contact information:

Phone: 979-862-3476

Email: bushschoolapplications@tamu.edu

Address: Bush School Admissions
Texas A&M University
2132 Allen Bldg / 4220 TAMU
College Station, TX 77843

CONTACT INFORMATION (School of Public Health)

If you have any questions about your SOPHAS or MPH portion of the application or application process, please contact the School of Public Health. Their contact information is below:

Phone: 979.436.9356

Email: SPH-OSA@tamu.edu

Address: School of Public Health – Admissions Office
SPH Administration Bldg, Suite 160
College Station, TX 77843

MIA-MPH Application Checklist

Fall 2022

APPLICANT NAME: _____

APP ID: _____

The Bush School's Office of Admissions works in conjunction with Texas A&M's Office of Graduate Admissions and the School of Public Health to process applications for the Master of International Affairs–Master of Public Health combined degree program.

Applicants first apply through the School of Public Health's SOPHAS application (uploading support materials and submitting), then they apply through the Bush School's Supplemental MIA Application (uploading additional pieces and submitting).

Use the checklist below to mark items as you submit your materials. We recommend you make copies of your materials (except pieces in sealed envelopes) for your own records. Our contact information is below.

Priority Funding Application Deadline: December 15, 2021

Final Application Deadline: February 1, 2022

SOPHAS Application to the School of Public Health.

- Fill out the application, upload all supporting materials, and submit via the online SOPHAS portal
- An application fee is required; if questions, check with the School of Public Health.

Supplemental MIA Application to the Bush School (upload required essays; no app fee required)

Résumé: Upload to the SOPHAS application (*and Supplemental MIA Application, if desired*).

- If you would like to submit a different résumé geared toward the MIA, upload to the Supplemental MIA App, too.

Personal Statement: Upload to the SOPHAS application (*and Supplemental MIA Application, if needed*).

- If your statement submitted to SOPHAS does not address the MIA personal statement prompt, upload one that does to the Supplemental MIA App.

MIA International Experience Essay: Upload to the Supplemental MIA application.

(3) Recommendations: Recommender contact information must be submitted through the SOPHAS application.

Transcripts: Required from each US and English-speaking Canadian college-level institution attended.

- Unofficial transcripts (or copies of official transcripts) should be uploaded to SOPHAS.
- A World Education Services (WES) ICAP Course-by-Course evaluation of academic records from institutions outside the US and English-speaking Canada (if applicable) is required.

IF ADMITTED, official documents must be immediately submitted to Texas A&M Office of Graduate Admissions. Registration holds are placed on accounts until officials are received/processed. Visit the websites for instructions on submitting official transcripts.

GRE/GMAT: Upload to SOPHAS and/or the Supplemental MIA Application. Scores may not be required for the MPH portion, but determine if they are for the MIA portion:

- **Required for those with a cumulative GPA below a 3.2.** We do not round up! (A 3.18 is below 3.2.)
- *Optional* for those with a cumulative GPA of a 3.2 or above.
- *Encouraged* for applicants who feel their scores can complement a strong file or offset concerns.

Proof of English Proficiency (*for applicants from non-English speaking countries*)

- Refer to <https://admissions.tamu.edu/international/graduate> for exemptions or ways to demonstrate proficiency.
- Upload proof to your SOPHAS application.

MIA Questions? Contact Ashlee Treadway or Kathryn Meyer * bushschoolapplications@tamu.edu * 979-862-3476

MPH Questions? Contact School of Public Health * SPH-OSA@tamu.edu * 979-436-9356