HOW TO APPLY TO GRADUATE SCHOOL

STEP 1
SELECT YOUR PROGRAM OF INTEREST
Oakland University offers more than 130 master’s, doctoral and certificate programs. Explore your options at oakland.edu/grad/programs. If you have questions about specific program details, contact the department or program coordinator at the top of each program listing.

STEP 2
REVIEW ADMISSION CRITERIA AND DEADLINES
To view admission requirements and application deadlines, go to oakland.edu/grad/programs and select your program of interest.

All applicants must submit the following requirements:
• Online application
• Official transcripts providing evidence of a baccalaureate degree awarded from a regionally accredited U.S. institution
• Official transcripts from all post-secondary educational institutions and for any graduate-level coursework beyond a bachelor’s degree
• Two official Recommendation for Graduate Admissions forms

Some programs may have additional requirements, including:
• Official standard admission test scores (GRE, GMAT, etc.)
• Supplemental application
• Goal statement/experience statement/essay
• Additional Recommendation for Graduate Admissions form
• Proof of certification, license, etc.
• Curriculum vita or résumé
• Proof of program prerequisite courses required for admission into a specific degree program

International applicants requiring an I-20 for a visa must also submit additional documents, including an International Student Supplemental Application, financial documents, transcript evaluations, and proof of English language proficiency (TOEFL, IELTS or MELAB). The International Student Supplemental Application is available at oakland.edu/grad/international.

STEP 3
PREPARE SUPPLEMENTAL APPLICATION AND SUPPORTING MATERIALS
Supplemental application
Visit oakland.edu/grad/programs to see if your program requires a supplemental application. Download the supplemental application at oakland.edu/grad/supplement.

Official transcripts
You must submit official transcripts from all colleges or universities you have attended. To be considered official, the transcript must be received in a sealed envelope directly from the issuing college or university.

Recommendation form
A minimum of two recommendation forms are required for each program. Check your program listing at oakland.edu/grad/programs to see if additional recommendations are required. Unless you have been out of school for more than five years, at least one of the recommenders should be a faculty member who can judge your preparation and ability to undertake graduate study. Substitutions for a faculty recommender may include work supervisors or others who can comment on your academic potential for graduate work.

All recommenders must use the form provided at oakland.edu/grad/apply. The recommender may also attach a letter to the form. All forms must be received in a sealed envelope with the recommender’s signature across the back flap. Recommendation forms will be accepted electronically only if sent directly from the recommender’s professional email to gradadm@oakland.edu.

Supporting materials
Go to oakland.edu/grad/programs to see if other supporting documents are required to complete your application.

Mail all materials to:
Oakland University
Graduate Admissions
520 O’Dowd Hall
2200 North Squirrel Road
Rochester, MI 48309-4401

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STEP 4
SUBMIT THE ONLINE APPLICATION

- Visit oakland.edu/apply and click “First time user account creation”
- Create your ID and PIN (you will use them to check your application status and monitor for receipt of required documents)
- Select, complete and submit the application for the degree you are seeking
- Submit all supporting materials

STEP 5
CHECK YOUR ADMISSION STATUS

Approximately one week after you submit your application, you will have access to the “Status Check” feature in your application account.

- Go to the Admissions login page in SAIL at sail.oakland.edu and click “Apply for Admissions”
- Sign in using the ID and PIN you created when you started the online application process
- Click on “Status Check”
- Scroll to the “Requirements” section to see which application materials are missing. Requirements received will have a date displayed; outstanding materials will not have a date.

During peak times, it may take up to 21 working days for your application documents to be entered into the system.

Once Graduate Admissions has received all of the required application materials, completed admission files are shared with the intended program for admission review.

For academic programs that admit on a rolling basis, the review process typically takes 2-3 weeks from the date the file became “complete.” For programs that review applications as a group, the review process begins after the deadline date and can take 4-8 weeks before decisions are announced.

Once an admission decision is made, it will appear in MySAIL. You will also receive a letter with the admission decision.

Graduate Admissions
(248) 370-2700
oakland.edu/grad
gradadm@oakland.edu