How to apply for the Graduate Program in the Department of Chemistry and Biochemistry at the University of Texas at El Paso (UTEP) and more

Please apply on-line to UTEP’s Graduate School using the following links: [https://www.utep.edu/graduate/apply-now/apply-now-domestic.html#SC](https://www.utep.edu/graduate/apply-now/apply-now-domestic.html#SC) (U.S. or Mexican Applicants) and [https://www.utep.edu/graduate/apply-now/apply-now-international.html#SC](https://www.utep.edu/graduate/apply-now/apply-now-international.html#SC) (International applicants). The review of your application is two-tiered. Your application documents will be first reviewed by Graduate School staff and then by the Chemistry and Biochemistry Graduate Committee. The latter committee will make admission or non-admission recommendations based on your entire application as a whole, not based on a single item or score.

**Application Documents needed**

a) Your *Curriculum Vitae*

b) Your original college and university transcripts. Your cumulative GPA should be at least 3.0 (out of 4.0).

c) Your personal statement, approximately one page long, that should address the following questions:
   • What is your interest in chemistry or in a particular area of chemistry?
   • Whose research are you particularly interested in and why? Please identify two or three professors as potential research advisors. This is not binding, but it helps us better understand your interests.
   • Contacting your potential research advisor in advance is highly encouraged.
   • Why did you choose UTEP for your graduate studies?
   • Are you applying to the M.S. or Ph.D. program in the Department of Chemistry and Biochemistry, and what are your future career goals?

d) Your General GRE scores (The chemistry subject GRE is not required).

e) Your TOEFL score if you are an International student from a non-English speaking country who completed his/her undergraduate or M.S. degree in a non-English speaking country. A minimum score of 550 (paper-based TOEFL), 79 (internet-based TOEFL), or 213 (computer-based TOEFL) is required. Alternatively, a minimum IELTS test score of 6.5 will also be accepted instead of the TOEFL.

f) Please provide the email addresses of three letter writers (e.g. professors, research advisors, supervisors) who know you well and who have agreed to write letters of recommendation on your behalf. Your letter writers will be contacted by application system and will be asked to upload their confidential letters electronically.

**Application Deadlines**

The Department of Chemistry and Biochemistry admits graduate students twice per year. For admission for the Fall semester (August), the Priority and International deadline is **January 15th**. For admission for the Spring semester, the Priority and International deadline is **August 15th**. Applicants who apply by these deadlines will be given priority for consideration of financial support. Late applicants will be reviewed on a case by case basis.

**Placement Exams**

All new graduate students take five placement exams one week before the semester starts in analytical chemistry, biochemistry, inorganic chemistry, organic chemistry, and physical chemistry. The placement exams begin on Monday in the week before the semester starts at 9:00 am.

**After You Arrive**

Please make sure to arrive in El Paso at least two weeks before the semester begins. During this time you should move into your new place, report to UTEP’s Office of International Programs (International students only), apply for a social security number, complete paperwork in UTEP’s Human Resources office, obtain your UTEP email address, open a bank account, apply for your student ID card, apply for laboratory/office keys, attend a 1 hour laboratory safety training course, initially register for a minimum of six credits of research to meet the registration deadline. After the placement exams are completed some or all of the research credits will be replaced with lecture and seminar credits.

**Contact Information for the Graduate Advisor in the Department of Chemistry and Biochemistry**

Please direct inquiries and questions to Dr. Mahesh Narayan, Professor, Department of Chemistry and Biochemistry, University of Texas at El Paso, 500 West University Avenue, El Paso, TX 79968, Email: mnarayan@utep.edu