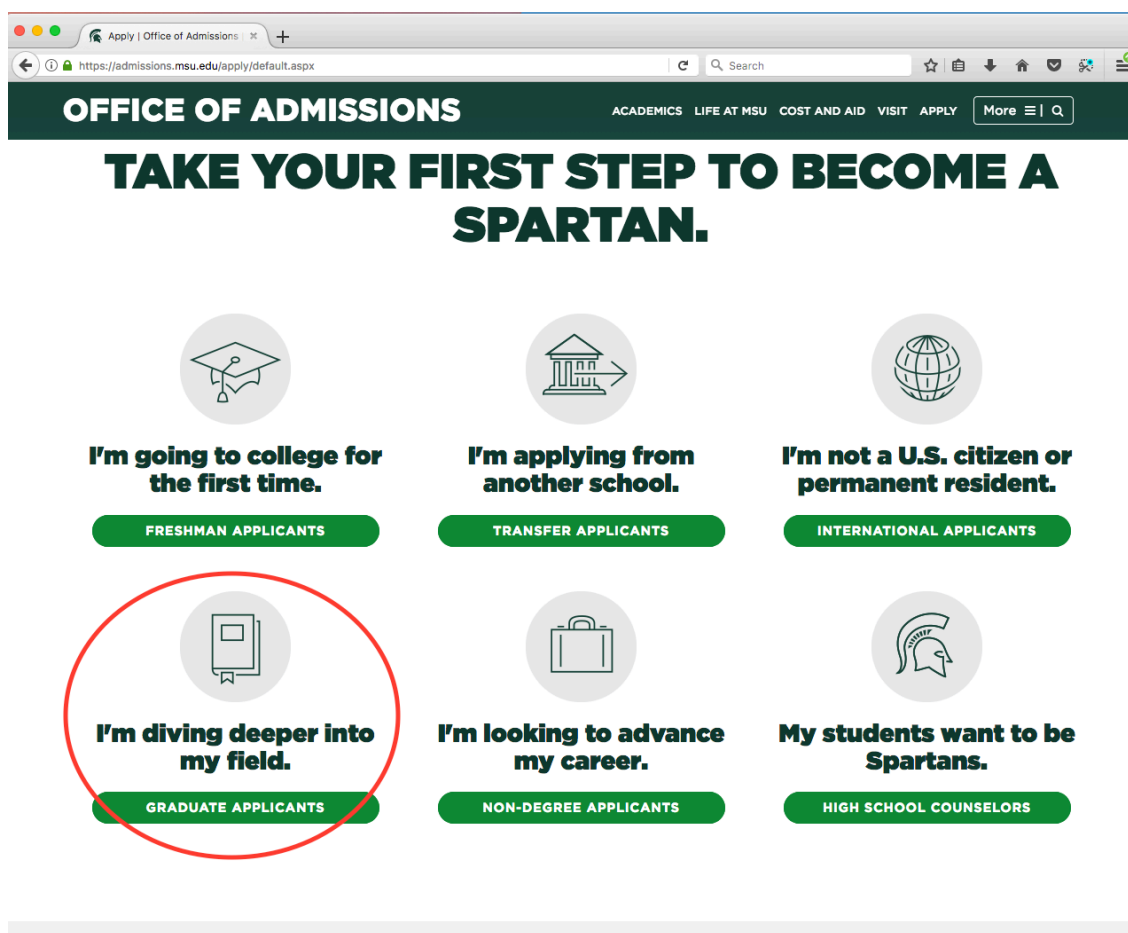


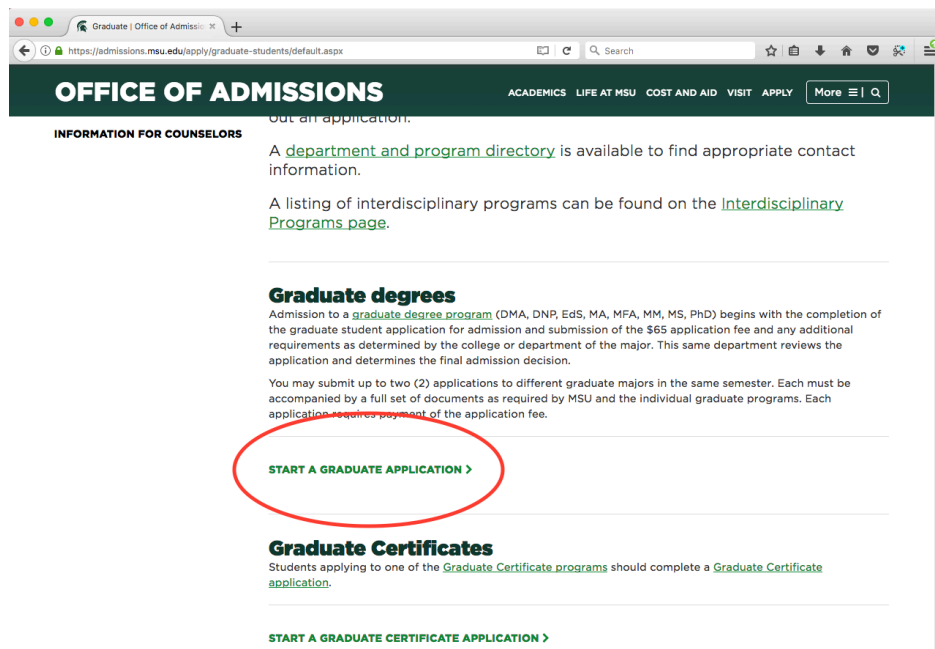
1. Go to the website, <https://admission.msu.edu>
2. In the header, click “apply”



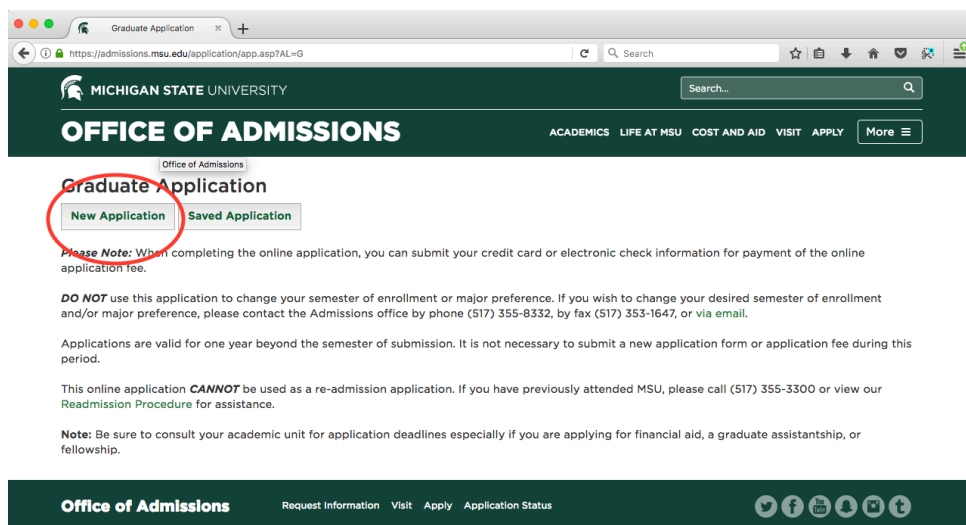
3. Scroll down and click on “Graduate Applicants”



4. Click “Start a graduate application”



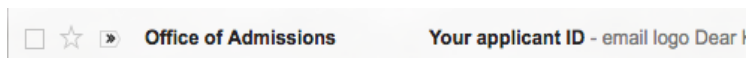
5. Click “New application” (this is also where you will come to work on a saved application, if you cannot finish the form in one sitting)



6. Fill out the form with your personal and contact information, and click “I agree... Create my Application.” If you attended MSU before, use your PID (MSU personal identifier). If you have not attended MSU before, leave that field blank.

The screenshot shows a web browser window with the URL <https://admissions.msu.edu/application/App.asp?AL=G>. The page header features the Michigan State University logo and the text "OFFICE OF ADMISSIONS". Below the header, the page title is "Graduate Application". A note states: "It is important to enter your name accurately as it appears on other official documents such as a passport." The form fields include: "First Name", "Middle Name", "Last (surname)", "Suffix" (with a dropdown arrow), "Birth Date: mm/dd/yyyy", "Personal Email Address", "Confirm Personal Email Address", "Citizenship:" (with a dropdown arrow), "U.S. Citizen" (with a dropdown arrow), "US Permanent Resident Alien (Green Card Holder)" (with a dropdown arrow), "MSU PID (MSU Personal Identifier):" (with a "What is this?" link), and "Create a Password" (with a "What is this?" link).

7. Look for the email from MSU’s Office of Admissions. This email will contain your applicant ID, which you will use with the password you created in the “Create my Application” form to sign in and enter additional information.



Thank you for your interest in Michigan State University.

As part of the application process, you are assigned an applicant ID which you can use to access and update your [application](#).

Your applicant ID is: **1426999**.

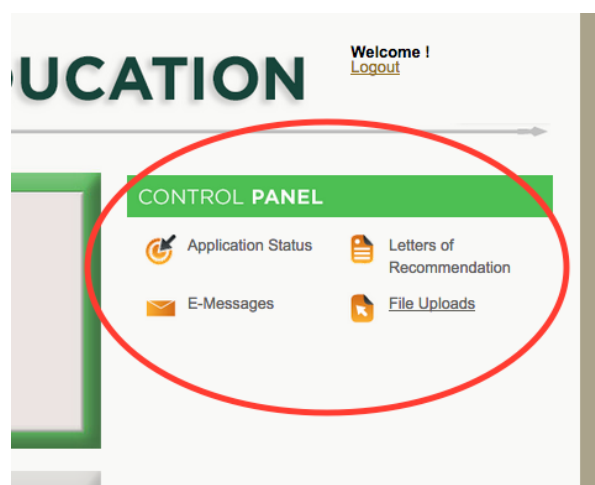
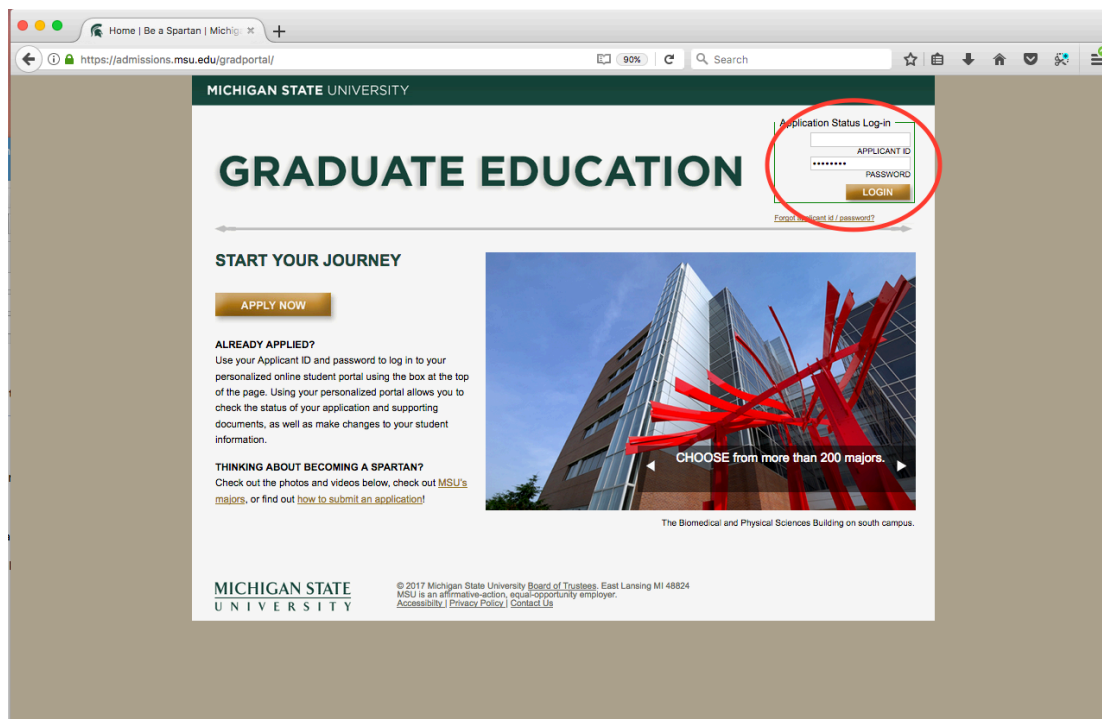
We encourage you to keep a copy of this e-mail message for your records.

Thank you again for your interest in Michigan State University.

8. In the application portal, you will see the sections of the application form as well as buttons that provide detailed instructions, save your application (it also saves automatically as you move between sections), and submit your completed application form. Click the blue speech bubbles for additional information about the form.

9. Fill out the sections of the application form. You can choose to enter your personal and academic statements in this form; you can also choose to upload them as PDFs later, on a different portal that we will also go over in this document. NOTE: You do NOT need to provide answers to the “Departmental Questions,” only the personal and academic statements.
10. When you are done filling out the six sections of the application, click submit. This will take you to a page where you can pay the \$65 (domestic) or \$75 (international) application fee. **Your application will not be considered unless you pay the application fee.** If you do not submit payment immediately, that is OK; just return to your saved application (via <https://admissions.msu.edu/apply.asp>) and hit “submit” again; that will take you to the payment links.

11. Once your web application is complete, go to <https://admissions.msu.edu/gradportal/>. This portal is where you will upload your resume (under “file uploads”), enter the contact information for your 3 letter of recommendation writers, and upload your personal and academic statements if you did not include them in your web application already (also under “file uploads”). For your recommenders, it is a good idea to ask them beforehand to write your letters, and let them know that a request is coming.



12. Contact your past colleges/universities to have them send transcripts to MSU. Send to: Director of MA Studies, Strategic Communication Program, 404 Wilson Road, Michigan State University, East Lansing, MI 48824

If you have any questions, send an email to [stratcom@msu.edu](mailto:stratcom@msu.edu).

# MSU Strategic Communication Master's Program Application Checklist

- ☐ Completed and submitted web application form
- ☐ Paid application fee
- ☐ Uploaded Resume
- ☐ Submitted Personal and Academic statements (either in web application or as separate upload)
- ☐ Submitted information for three letter of recommendation writers
- ☐ Requested transcripts to be sent to MSU from previous higher education institution(s)