



The Florida State University  
Tallahassee, Florida 32306-1580

Department of English

## MEMORANDUM

To: Prospective Graduate Students

From: Janet Manuel-Atwater ([jatwater@fsu.edu](mailto:jatwater@fsu.edu))  
Graduate Program Assistant, English Department  
[www.english.fsu.edu](http://www.english.fsu.edu) – Department website

Date: **Fall 2018**

RE: Graduate Application Processes

**When selecting a major:** *All R/C majors should select **ENGLISH** – All CRW majors should select **CREATIVE WRITING PhD or MFA**- All Literature majors should select **LITERATURE**. Thank you for your interest in Florida State University. We hope to see you around our campus.*

### These are answers to some frequently asked questions about our department's application process:

1. Our department's graduate application timeline is expected to be **8/01/2017 through 12/15/2017** for admission in **Fall 2018 (subject to change)**. Everyone will have access to the application at the same time. It will **NOT** be available prior to **8/1/2017** nor after **12/15/2017**.
2. **Admissions is two-fold.** *Acceptance to your program & admission to the University.* Your program asks for unofficial documents to use during the review process which should be uploaded into the application portal. Our Office of Admissions asks for official documents that must be sent from institution to institution. For additional help with this, contact: [graduateadmissions@fsu.edu](mailto:graduateadmissions@fsu.edu)
3. We **only** require the GRE General Test. Our school code is **5219**
4. Please review our webpage listed below for each degree requirement (MA, MFA, PhD):  
  
<http://english.fsu.edu/graduate/brochure.htm#ap>
5. International applicants must also take the Test of English as a Foreign Language (TOEFL) and should score at least 26+ on the TOEFL iBT Speaking section.

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Applicants with score lower than 26+ or don't have TOEFL scores will be required to take the SPEAK test during their first enrollment term. International Students should use this link if you have further questions:

<http://admissions.fsu.edu/international/>

**International Student Coordinators:**

**Nathan Duddles**

[nduddles@fsu.edu](mailto:nduddles@fsu.edu)

**John Easterbrook**

[jeasterbrook@admin.fsu.edu](mailto:jeasterbrook@admin.fsu.edu)

6. The applicant selection process is done by committee review and does **NOT** include interviews.
7. All material supplemental to the application should be uploaded into the application portal or sent directly to Admissions (official transcripts only). We do NOT accept application materials sent directly in the English Department. The processes for admission to the university and acceptance into your program vary. The deadline is set so that every applicant has an equal opportunity to be reviewed. Documents sent in after the deadlines are subject to the progress of the reviewing committees and not guaranteed to be reviewed. Incomplete applications are not guaranteed a follow-up review.

Please review the Admissions link below, many questions about university admissions and others are answered at this link:

<http://admissions.fsu.edu/>

Or this email:

**[graduateadmissions@admin.fsu.edu](mailto:graduateadmissions@admin.fsu.edu)**

8. Teaching Assistantship & Fellowships are briefly explained on the department's website; however, the Office of Graduate Fellowships & Awards has a separate site. Each student accepted to an English program is offered a teaching assistantship. **A separate application is NOT required.** The link to OGFA is shown below:

<http://ogfa.fsu.edu>

9. Students interested in the Creative Writing degrees **DO NOT** have to submit critical writing samples. Questions about the length of your submitted samples for

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Creative Writing should be directed to the Program's Graduate Assistant's email, [kk11g@my.fsu.edu](mailto:kk11g@my.fsu.edu)

10. The English Department **DOES NOT** offer online degrees, at this time. While there may be some courses that are offered online, it is for the convenience of our in-house students and not an indication of any online program. We offer teaching-based programs. Every accepted student is required to serve as an on-campus teaching assistant.
11. We have an online recommendation system connected to our application. It is the preferred method for recommenders to use. If they insist on not using this method the applicant still needs to input their information but instead of selecting "online" select "offline recommender". Our application software is **not** designed to accept submissions from **Interfolio**. Recommendations sent in through other methods, instead of our online process, will be made accessible to the reviewing committees but cannot be attached to the original online application.
12. The Graduate School is the proprietary body for each graduate department (which includes English). Please check the link to their website for additional admission information as well as scholarship & fellowships for incoming graduate students. The due dates for them will determine when your admission application needs to be submitted, particularly for the **Legacy, McKnight and Wilson-Auzenne Fellowships**.

<http://gradschool.fsu.edu/>

13. Here are the links the Legacy Fellowship, McKnight Fellowship:

**Legacy:** <http://www.gradstudies.fsu.edu/News-Recognitions/The-Grad-Connection/The-Graduate-School-Announces-New-Legacy-Fellowship>

Contact the Graduate School for the 2018-2019 application deadlines.

**McKnight:** <http://www.fefonline.org/mdfapply/>

**APPLICATION DEADLINE: Applications must be postmarked no later than January 15th of each year.**

**Wilson-Auzenne:** <http://gradschool.fsu.edu/funding-awards>

Contact the Graduate School for the 2017-2018 application deadlines.

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**List of application materials:**

1. Submit an electronic application at <https://admissions.fsu.edu/gradapp/>
2. The following items should be uploaded in the supporting documents portion of the application
  - a. Statement of Purpose (250-500 words describing the applicant's academic and professional experience and goals)
  - b. Resume/Curriculum Vitae
  - c. Writing Sample (applicants to the literature or rhetoric program should submit a critical essay; applicants to the creative writing program should submit 10 poems, a story, or a chapter from a novel)
  - d. GRE Scores (Please note: GRE General Test scores are required for all degree applications: the GRE Subject Test is not required for any degree application)
  - e. Unofficial Transcripts
3. Submit three (3) letters of recommendation through the electronic application.
4. Submit the application fee upon completion of the electronic application.
5. Submit official transcripts (from every university attended) and GRE scores to:
  - o Office of Admissions
  - o Florida State University
  - o 282 Champions Way
  - o PO Box 3062400
  - o Tallahassee, FL 32306-2400

Important: students applying for the MFA or the PhD in Creative Writing should specify intended genre (poetry, fiction, non-fiction) within statement of purpose.



*Thank you for your interest in our program.*

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