

## LABOR STUDIES & EMPLOYMENT RELATIONS

Applying to the Masters and Graduate Certificate Programs Quicksheet

We are delighted that you are interested in applying to our Labor Studies and Employment Relations Masters or graduate certification program. **To apply please use the online application:** <a href="http://gradstudy.rutgers.edu/">http://gradstudy.rutgers.edu/</a>

**Application Requirements** for the Master of Labor Studies & Employment Relations programs are as follows:

## Degree Program

- Official Transcripts: Rutgers University requires one official copy from each institution you attended.
- Standardized test scores: We require the GRE unless you have been out of school for more than five years, or if you completed your undergraduate work at Rutgers.
- Personal statement
- Letters of recommendation: We require three letters. We prefer that at least two of these letters come from faculty members. Letters of recommendation may be submitted electronically or via mail to the Office of Graduate and Professional Admissions. The recommendation letter form may be downloaded from: http://gradstudy.rutgers.edu/pdf/2005recommend.pdf
- Résumé, including relevant work, internship, and educational experience.
- Financial Documentation (for international applicants) <a href="http://gradstudy.rutgers.edu/supporting.shtml#financial">http://gradstudy.rutgers.edu/supporting.shtml#financial</a>

## Non-Degree (non-matriculating) or Graduate Certification Programs

- Official Transcripts: One official from each institution you attended.
- Personal statement
- Résumé, including relevant work, internship, and educational experience.
- Financial Documentation (for international applicants) <a href="http://gradstudy.rutgers.edu/supporting.shtml#financial">http://gradstudy.rutgers.edu/supporting.shtml#financial</a>

#	Suggested deadlines for domestic degree applicants (later applications are acceptable for non-degree or graduate
	certifications programs):

Fall: July 1 Spring: December 1 Summer: March 1

Deadlines for international applicants living abroad:

Fall: February 1 Spring: July 1

Financial aid deadlines are March 1 unless an earlier deadline is cited.

Written material and supporting documentation can be scanned and uploaded to the graduate admissions office <a href="http://gradstudy.rutgers.edu/supporting.shtml#official">http://gradstudy.rutgers.edu/supporting.shtml#official</a>. If you are unable to scan your materials into the system you may forward your paperwork to the Office of Graduate and Professional Admissions:

Office of Graduate and Professional Admissions Rutgers, The State University of New Jersey 18 Bishop Place New Brunswick, NJ 08901

For more information or any questions please contact Sattik Deb, Director of Student Services at (732) 932-0303 or by e-mail at <a href="mailto:sdeb@work.rutgers.edu">sdeb@work.rutgers.edu</a>.