



MASTER IN CLINICAL TRANSLATION MANAGEMENT GRADUATE PROGRAMS CHECKLIST

APPLICATION CHECKLIST

Domestic Applicant	International Applicant	Admission Requirements
✓	✓	Application form for Admission and Fellowships that includes a personal statement describing career goals (1 page maximum)
✓	✓	\$35 application fee (waived if applicant attends a CSB event or open house)
✓	✓	Resume
✓	✓	Recommendation letters (3)
✓	✓	Employment verification letter (Should state the title, dates of employment, and duties/responsibilities/accomplishment in the role.)
✓	✓	Official transcript(s)
	✓	Official transcripts evaluation for international applicants from an approved evaluation service (UST prefers any NACES accredited service or SDR-Houston)
	✓	Proficiency exam: TOEFL 79 ibt, 6.5 IELTS, Level 112 ELS, or 53 PTE Academic
✓	✓	Graduate Record Exam (GRE) Official Scores (General Test only) *
✓	✓	Work history verification letter from employer

* *Waived if the applicant has earned a graduate degree.*

DEADLINES:

- Priority for scholarship consideration: check program website

In order for transcripts to be considered official, transcripts must be sent directly to the Office of Graduate Admissions by the student's degree-awarding institution. Transcripts issued to the student are also considered official only if the documents are in a sealed envelope.

All materials required for application must be addressed to:

University of St. Thomas | Office of Admissions | 3800 Montrose Blvd., Box #7 | Houston, TX 77006
Phone: 713-525-3500 | admissions@stthom.edu