



# UNIVERSITY OF ST. THOMAS

Cameron School of Business

## MASTER IN CLINICAL TRANSLATION MANAGEMENT (MCTM) APPLICATION CHECKLIST

✓	Item	Description
	<b>Online Application:</b>	Apply at: <a href="http://www.stthom.edu/gradapp">www.stthom.edu/gradapp</a>
	<b>Personal Statement:</b>	At least one page describing your career goals
	<b>Resume:</b>	Include professional references
	<b>Recommendation Letters:</b>	At least 3 professional references
	<b>Employment Verification:</b>	Work history verification from the applicant's employer, which should state the title, dates of employment, and duties / responsibilities / accomplishments in the role.
	<b>Official transcript(s):</b>	Official transcript(s) from all previous institutions attended <i>*(Transcript(s) from a foreign country must have a completed course-by-course evaluation)</i>
	<b>GRE or equivalent:</b> <i>(Optional)</i>	Recommended if GPA is below 3.3 <i>*(Waived if applicant has completed a Graduate degree or higher)</i> <i>*(Equivalent test scores include – GMAT, LSAT, or MCAT)</i>
	<b>English Language Proficiency:</b> <i>(For international Students Only)</i>	Poof of English Proficiency from one of the following: <ul style="list-style-type: none"> <li>• TOEFL 79 or higher</li> <li>• IELTS 6.5 or higher</li> <li>• PTE 53 or higher</li> <li>• ELS 112</li> </ul> <i>*(Applicants are waived from the English Proficiency requirement if they have earned a degree from a regionally accredited U.S. institution or earned a degree in a country where English is the official language)</i>
	<b>Personal interview</b>	Case-based; process lasting 3-4 hours.
	<b>Additional Documents:</b>	Additional documents may be required in order to make an admission decision <i>(applicant will be notified by the Cameron School of Business)</i>

### The university prefers the following evaluation services:

- [World Education Services](#) - 212-966-6311
- [Global Credential Evaluators](#) - 979-690-8912
- [Span Tran Educational Services](#) - 713-789-6022
- [SDR Education Consultants](#) - 713-460-3525

### All materials required for application must be addressed to:

University of St. Thomas | Cameron School of Business | 3800 Montrose Blvd. | Houston, TX 77006  
Phone: 713-525-2100 | [MCTM@stthom.edu](mailto:MCTM@stthom.edu) | [stthom.edu/MCTM](http://stthom.edu/MCTM)