

# Application Process Overview

[clemsun.edu/graduate/admissions/](http://clemsun.edu/graduate/admissions/)

## Select a Degree/Major and Term

When you apply for graduate study at Clemson, you must specify your intent to pursue a designated degree (examples: PhD, MS, MAT, etc.) via a specific program (major). The online application includes a complete list of degree programs from which you may choose.

Programs are listed in alphabetical order under each degree type. In some cases, you will also be asked to select a specialization area within the major area.

You must also select a term in which you intend to begin graduate study. Term options are Fall, Spring, and Summer II. If you are not sure which term to select, obtain guidance from the coordinator of the program to which you intend to apply.

## Create Your Account

Clemson's application is hosted by CollegeNET. You will be asked to create a userID and password at the ApplyWeb Online Application page; this will keep your personal information secure and allow you return access to your application.

You need not complete the entire application at one sitting. You may begin the application, save it and return to it at a later time using your userID and password. Be sure to retain this userID and password since you will use these for ongoing access to your application. To create an account, look for "Get Started" and then click "Create Your Account" in the Application Process menu at [www.applyweb.com/clemsong/index.ftl](http://www.applyweb.com/clemsong/index.ftl)

## Manage Your Account

Once you have created your userID and password, CollegeNET allows you to complete portions of the application, save your work and then return at a later time to complete and submit the application.

Please note that until you actually submit the application and pay the application fee, no portion of your application is transmitted to the Graduate School. To manage your account, choose an option from the "Manage Account" menu at [www.grad.clemson.edu/admission/application.php](http://www.grad.clemson.edu/admission/application.php)

## Completing the Application

After you are satisfied that ALL information in your application is correct, you may SUBMIT your application. You will be asked to

provide accurate credit card information in order to pay your application fee of \$80 for domestic, \$90 for international and \$60 for non-degree and transient applicants. The application fee must be paid online and is non-refundable. Clemson will not receive your application until the fee is paid online.

Do not mail checks, money orders or other forms of payment to Clemson. They will be returned and we will not receive your application from CollegeNET. If you have technical difficulty with your payment to CollegeNET, please send an email to [help@applyweb.com](mailto:help@applyweb.com), giving them your userID and describing your problem. They will be able to assist you with your problem.

## Relevant Student Numbers

International students: Applicants to Clemson graduate programs who are non-residents of the US are assigned an NR number. If you already have an NR number, please have it available when you complete the online application, so that you can enter it in the appropriate place. If you do not already have an NR number, you will be provided one when you complete the online application.

***Please save this number. You will need it to inquire about your application.***

## Data Validation

Do not click on "Save, Pay, Send" until you have rechecked your data through the validation process.

Once you have completed the online application, you will be asked to validate the data you have entered. You should review your answers carefully and make certain **all** entries are correct. Once you've clicked the "Save, Pay, Send" option, you cannot make additional changes to your application.

## Application Processing

After you have completed the online application, validated your data and paid your application fee, your application will be forwarded to Clemson University.

Applications received from CollegeNET during normal business hours are entered into the applicant database the next day. Applications submitted on Saturday or Sunday will be received by Clemson the following Monday.

# FAQ about the Application Process

## What is the application deadline?

The Graduate School does not set a deadline; however, individual departments may. Please consult the designated contact for the program you're applying to for deadline inquiries: [www.clemson.edu/graduate/academics/programs.html](http://www.clemson.edu/graduate/academics/programs.html).

## How may I apply to more than one program?

Clemson allows you to apply to more than one program, but you must use a separate application for each program. Each application to Clemson is customized to target a specific program, so applications are not interchangeable between programs. After you have submitted and paid for your first application, you may go back in to the CollegeNET application portal and, with the same userID and password, complete another application for your second major. You then will submit the second application and pay another application fee.

## Where do I send my portfolio if my department requires it?

If your department requires a portfolio, please send it directly to the department to which you have applied. If you are unsure of the department contact's address, please refer to the contact list at [www.clemson.edu/graduate/academics/programs.html](http://www.clemson.edu/graduate/academics/programs.html) for the appropriate location.

## What is the institution code for Test Scores?

Clemson University's institution code for most standardized tests is 5111. We do not require individual department codes for your chosen major. For complete details about pre-admission tests and score requirements, please visit [www.clemson.edu/graduate/admissions/preparing-to-apply/supporting-materials.html](http://www.clemson.edu/graduate/admissions/preparing-to-apply/supporting-materials.html).

## How long should it take for a decision on my application to be made?

Time required for an admission decision varies by department and depends on whether the department has a committee review. Please contact your department to see where they are on their decision making process: [www.clemson.edu/graduate/academics/programs.html](http://www.clemson.edu/graduate/academics/programs.html).



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