

Instructions for Uploading Program Admission Material

1. Login to the Graduate College Admission Application.
2. Navigate to 'Program Requirements' it should be on the left hand side of the page.



3. The Program Requirements will populate on the screen under 'Additional Materials'. You can upload all of your additional materials by selecting 'choose file' and then hitting 'upload' once you have chosen a file. After you have uploaded all the materials required by your Program you can select 'Continue'.



Additional Materials

Program Requirements

Application Letter:
An application letter that provides a description of your professional experiences and the relevance of those experiences to doctoral study in education. Include a statement of career goals, and your interest in a particular area of specialization (i.e., educational leadership, mathematics education, counselor education, special education, bilingual education, kinesiology, or literacy). Also, describe your research interests to be pursued in the program.

No file chosen

Resume or Curriculum Vitae (CV):

- A resume emphasizes skills and is used when applying for a position in industry, non-profit, or public sector. The document is typically 1 to 2 pages in length.
- A curriculum vitae (CV) emphasizes academic accomplishments or serves as a detailed overview used when applying for positions in academic, fellowships, and grants. The document does not typically have a prescribed page length.

Writing Sample:
A writing sample that includes a recent sample of scholarly and/or professional writing (e.g., master's thesis or project, scholarly papers or publications, project reports, grant proposals, etc.).

No file chosen

Trouble with your Program Material?

If you are experiencing problems with your application, please review the following troubleshooting guide below regarding the most common problems.

If you are still experiencing problems with your application, you may contact the Graduate College office at graduatecollege@boisestate.edu or by phone at (208) 426-3903 and we will be happy to assist you.

Help! My application material won't upload!

- If you are unable to upload your material, here are a few simple steps you can take to resolve the issue.
 - First, make sure that your file is within the file upload parameters.
 - Export your document as a PDF and try to upload again.
 - Try clearing your cache and cookies, and closing and reopening your browser to try again.
 - Try a completely different web browser (many people find problems when using the Microsoft Edge browser or Internet Explorer).
 - If you are still experiencing issues, please forward your recommendation material to the program you are applying for.

Can I waive my GRE or GMAT scores?

- Because the GRE and GMAT are program specific requirements, you will need to contact your program or program coordinator directly to see if they are able to waive the scores for you.

My program told me I don't need [a resume, a letter of intent, etc.]?

- The Graduate College only requires three things from applicants: a complete and submitted application, an application fee, and all of your official transcripts. If a program has notified you that they do not require certain material for your application to be complete, you will need to verify that information with them.