

# Sam Houston State University



*A Member of the Texas State University System*

## COLLEGE OF CRIMINAL JUSTICE FORENSIC SCIENCE PROGRAM



### Information and Instructions for Applicants

- ❖ All application materials must be received by **December 31<sup>st</sup>** for consideration the following academic year. Students are accepted in the Fall semester only. A holistic review of each student's application is completed on a competitive basis. Incomplete applications will not be reviewed.
- ❖ A [Graduate Studies Application](#) (or Texas Common Application) must be completed and returned to Dean of Graduate Studies with a \$45 non-refundable application fee. Checks drawn on U.S. banks or U.S. money orders must be payable to Sam Houston State University. Print your full name, date of birth, and the department to which you are applying on the payment. Do not send cash.
- ❖ Students must have completed a bachelor's degree from a regionally accredited institution in chemistry or biology; or a bachelor's degree from a regionally accredited institution in a forensic or natural science with the equivalent of a minor in either chemistry or biology.
- ❖ All official transcripts from all universities/colleges attended must be submitted. Credits that have been transferred to another school and appear on the school's transcript are not acceptable as official admissions credentials. These must be requested from each school attended. If the courses are in progress, an updated transcript must be sent when they are completed.
- ❖ Test scores for the Graduate Record Examination Aptitude Test (GRE) must be submitted. Scores cannot be more than five years old at the time of application.
- ❖ Three letters of recommendation, two of which should be from academic sources. Please submit the Admission Recommendation Checklist with these letters.
- ❖ A personal statement or essay. This should be less than 1,000 words, typed double-spaced and written in narrative form.
- ❖ International students must submit a TOEFL (Test of English as a Foreign language) score of at least 550, or at least 213 if they took the computerized version of the test, and demonstrate a speaking knowledge of English. International students must also

submit original evaluation of foreign educational credentials and proof official support. International student applications should be completed and received no later than 90 days before the beginning of the initial semester of enrollment. Please contact International Program at [oiip@shsu.edu](mailto:oiip@shsu.edu) or 936-294-4737 for more information.

**Application materials and transcripts should be sent to the following address.**

**Sam Houston State University  
Office of Graduate Studies  
P.O. Box 2478  
Huntsville, Texas 77341-2478**

**Website: [www.shsu.edu/graduate](http://www.shsu.edu/graduate)  
Phone: 936-294-1971  
Fax: 936-294-1271  
Email: [graduate@shsu.edu](mailto:graduate@shsu.edu)**

## Applicant Checklist

- Graduate Studies Application
- Non-refundable application fee
- Official transcripts
- Test scores for the Graduate Record Examination
- Three letters of recommendation and Admission Recommendation Checklists
- MSFS Application Supplement
- Personal statement or essay
- TOEFL scores (if applicable)

# Admission Recommendation Checklist

## To be completed by the Applicant

Applicant's name: \_\_\_\_\_  
Last First Middle

This form is not required as a condition for admission or any other benefits and services from Sam Houston State University. All rights of access to this recommendation conferred by the Family Educational Rights and Privacy Act of 1974 (P.L. 93-380) as amended, or otherwise, are voluntarily waived.

Signature: \_\_\_\_\_

## To be completed by the Respondent

Please evaluate the applicant's qualifications by checking the appropriate spaces.

**1 = excellent 2 = good 3 = average 4 = below average 5 = poor N.B. = no basis for judgment**

	1	2	3	4	5	N.B.
Intellectual ability	<input type="checkbox"/>					
Problem-solving ability	<input type="checkbox"/>					
Knowledge of field of study	<input type="checkbox"/>					
Written expression	<input type="checkbox"/>					
Oral expression	<input type="checkbox"/>					
Maturity	<input type="checkbox"/>					
Initiative & leadership skills	<input type="checkbox"/>					
Laboratory skills	<input type="checkbox"/>					
Creativity and innovation	<input type="checkbox"/>					
Potential for graduate study	<input type="checkbox"/>					
Teaching ability	<input type="checkbox"/>					
Interpersonal skills	<input type="checkbox"/>					
Motivation & perseverance	<input type="checkbox"/>					
Self confidence	<input type="checkbox"/>					
Self reliance	<input type="checkbox"/>					

Your overall recommendation:

strongly recommend     recommend     recommend with reservation     do not recommend

I have known the applicant for \_\_\_\_\_ years as his/her  teacher  department chair  adviser  supervisor  
 employer  other (please specify) \_\_\_\_\_

Name (print or type) \_\_\_\_\_ Title \_\_\_\_\_

Institution or business \_\_\_\_\_ Phone ( ) \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please attach the letter of recommendation to this checklist.**

# MSFS Application Supplement

## To be completed by the Applicant

Applicant's name: \_\_\_\_\_  
Last First Middle

Major: \_\_\_\_\_ Minor: \_\_\_\_\_

The following undergraduate courses are helpful in pursuing a graduate degree in forensic science. To expedite the review process, please indicate whether you have completed, or are in the process of completing the following undergraduate courses. Courses shown in bold are required. Courses shown in italics are recommended. Students who do not have molecular biology *may* be permitted to take this as stem work during their first semester.

Course Name*	Course Number	Institution	Date of Completion	Grade
<i>Instrumental analysis</i>	_____	_____	_____	_____
<i>Analytical chemistry</i>	_____	_____	_____	_____
<b>Organic chemistry I</b>	_____	_____	_____	_____
<b>Organic chemistry II</b>	_____	_____	_____	_____
<i>Quantitative analysis</i>	_____	_____	_____	_____
<b>Molecular biology</b>	_____	_____	_____	_____
<i>Genetics</i>	_____	_____	_____	_____
<i>Biochemistry</i>	_____	_____	_____	_____
<i>Population genetics</i>	_____	_____	_____	_____

If you would like to provide additional comments, please do so in the space provided below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\* or equivalent



# Personal Statement

Pursuing a graduate degree requires a serious commitment. Please answer the following request on a separate sheet of paper. Your response should be typed, double spaced, and limited to 1,000 words.

Address the following questions, written in a narrative format:

- ❖ What are your aspirations related to the field of forensic science?
  
- ❖ Describe one or more significant life events that contributed to the development of these aspirations.
  
- ❖ What is your single greatest personal asset that will serve you in reaching your aspirations?
  
- ❖ What is your experience related to forensic science either paid or volunteered?
  
- ❖ What do you as an applicant have to offer to the forensic science program at SHSU?

