



International Graduate Applicant Instructions for Slate Updated October 2022

To begin the international graduate application process:

Go to: <https://explore.msu.edu/apply/>

1. First time users: Click on **Create an Account**

Image 1: Log in screen

2. Enter email address, first name, last name, and birthdate. Click, **Continue**.

Image 2: Create an account Log In



3. A temporary PIN was sent to your email address. Open your personal email address to find an email from Michigan State University, and enter the PIN, and confirm your birthdate.

My account

See where you stand in the admissions process, and keep it moving forward.

Log in to:

1. Check your application status.
2. Submit required documents.
3. Edit your personal information.
4. Change your major.
5. Submit your deposit.

A temporary PIN has been sent to your email address. If you do not receive this message in the next few minutes, please check your junk mail folder.

Email: crimsontwin3@gmail.com [switch](#)

Account: Maximoff, Wanda

Temporary PIN:

Birthdate: April 22, 2000

[Login](#)

Image 3: Confirm account

4. Create your account password

Set Password

Wanda Maximoff Logout

To protect the security of your account, please specify a new password. The password must meet complexity requirements.

New Password:

New Password (again):

- ✓ At least one letter
- ✓ At least one capital letter
- ✓ At least one number
- ✓ Be at least 12 characters
- ✓ New passwords must match

[Set Password](#)

Image 4: Confirm account password



5. Begin completing your application. Click on **Start New Application**

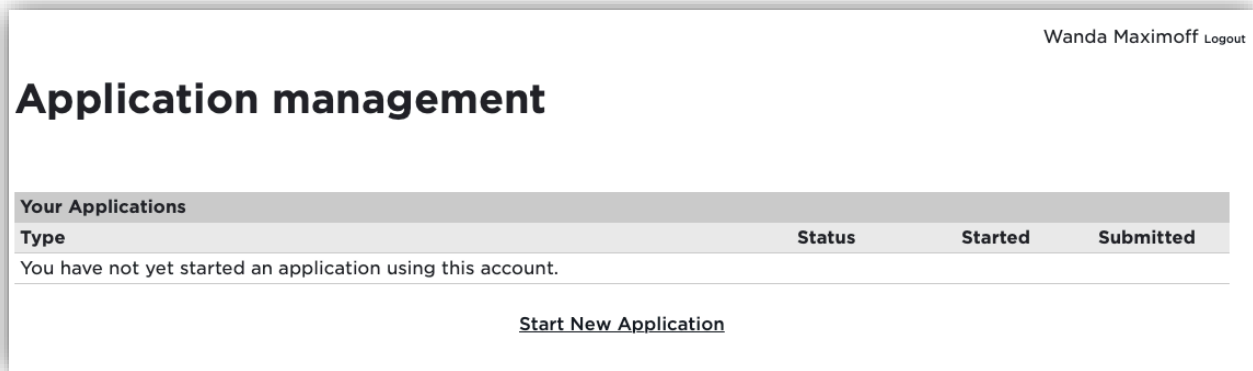


Image 5: Start New Application

6. Choose the type of application (Graduate or Graduate Certificate) then select **Create Application**.

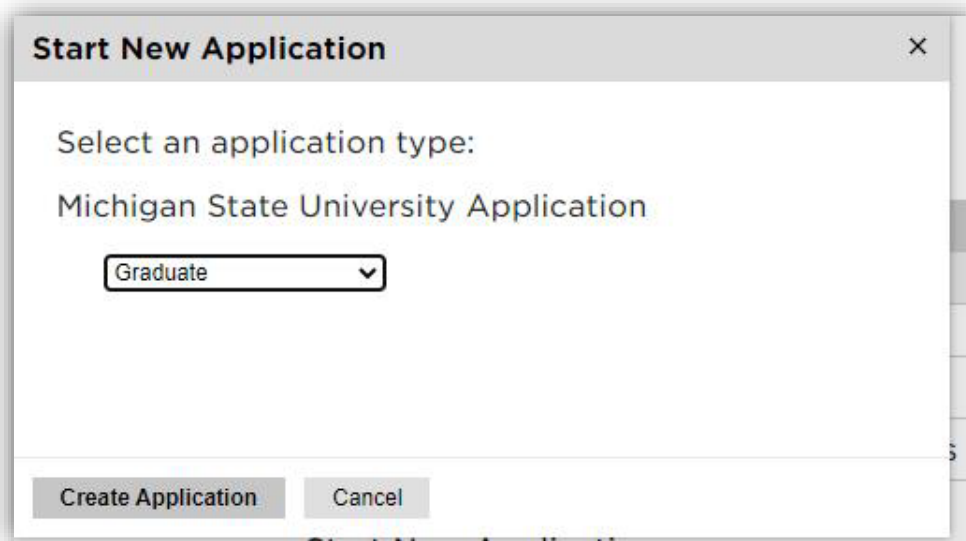


Image 6: Create Application



7. Next, provide **Personal Background** information

Office of Admissions

Wanda Maximoff

Impersonation Active: You may be able to see data and make changes that the user might not be able to see in a single browser session.

[Home](#)
Personal Background
[Personal Background - Continued](#)
[Other Information](#)
[Academic History](#)
[Test Scores](#)
[Employment](#)
[Activities](#)
[References](#)
[Signature](#)
[Review](#)

Personal Background

Name
Prefix
First (Given)
Middle
Last (Family)
Suffix
Preferred First Name
Other Last Names Used

Addresses
Mailing Address
Country
Street Address
City
State
Postal Code



Choose your Primary Citizenship country, and Visa information. Collecting Visa information aids the Office of Admissions and Office for International Students and Scholars with the immigration process and with any required documents they need. This needs to be completed even in situations where an international student is taking online courses. Online students can select “I do not need a visa.” Please note that Race/Ethnicity are optional questions.

Citizenship Information

Primary Citizenship

Dual Citizenship

Residency Status ☐ U.S. Permanent Resident

Do you currently hold a valid U.S. Visa?

Race/Ethnicity Optional

Colleges and universities are asked by many groups, including the federal government, accrediting associations, college guides, and newspapers, to describe the ethnic/racial backgrounds of their students and employees. In order to respond to these requests, we ask you to answer the following two questions. [View Definitions](#)

Are you Hispanic or Latino?

☐ Yes

☒ No

Regardless of your answer to the prior question, please check *one or more* of the following groups in which you consider yourself to be a member:

☐ American Indian or Alaska Native

☐ Asian

☐ Black or African American

☐ Native Hawaiian or Other Pacific Islander

☒ White

☒ Europe

☐ Middle East

☐ Other

Residency Status ☐ U.S. Permanent Resident

Do you currently hold a valid U.S. Visa?

Race/Ethnicity Optional

F-1 Student

A-1 Foreign Diplomatic Personnel

A-2 Dependent Foreign Diplomatic Personnel

A-3 Employee of Foreign Gov Office

B-2 Tourist

E-2 Dependent of Treaty Investor

F-2 Dependent of F-1 Student

G-1 Representative of Intl. Org.

G-2 Dependent of Representative of Intl. Org.

G-3 Dependent of Representative of Intl. Org.

G-4 Dependent of Representative of Intl. Org.

H-4 Dependent of H Visa Holder

J-1 Exchange Visitor

J-2 Dependent of J-1 Visa Holder

L-2 Dependent of L-1 Visa Holder

R-2 Dependent of R-1 Visa Holder

Other Visa Type

I do not know at this time

I do not need a visa

Image 7 and 8: Personal Information



Once all information is completed, select **Continue**.

8. Complete additional information on the **Personal Background – Continued** section

Personal Background - Continued

Citizenship Status

Residency Information

Have you been approved to receive DACA status?

Biographical Information

Are you Chicano/Mexican American?

Gender and Pronouns

Gender

Check one or more options for the set(s) of pronouns you want people to use to refer to you.

☐ He/Him
☐ She/Her
☐ They/Them
☐ Add Another Pronoun Set

Visa Information

If admitted to MSU, please indicate the visa document you will require. If you do not indicate which visa document you need, MSU will send the I-20.

☐ Please issue the DS20-19 form as I will be applying for the J-1 exchange visitor visa.
☐ Please issue the I-20 form as I will be applying for the F-1 student visa.

Example below:

Personal Background - Continued

Citizenship Status

☒ U.S. Citizen or U.S. National
☐ U.S. Dual Citizen
☐ U.S. Permanent Resident
☐ U.S. Refugee or Asylee
☒ Citizen of Non-U.S. Country
☐ DACA
☐ Undocumented
☐ Deferred Enforced Departure or Temporary Protected Status

Gender and Pronouns



Gender and Pronouns

Gender
Female ▼

Check one or more options for the set(s) of pronouns you want people to use to refer to you.

☐ He/Him

☒ She/Her

☐ They/Them

☐ Add Another Pronoun Set

Visa Information

If admitted to MSU, please indicate the visa document you will require. If you do not indicate which visa document you need, MSU will send the I-20.

☐ Please issue the DS20-19 form as I will be applying for the J-1 exchange visitor visa.

☒ Please issue the I-20 form as I will be applying for the F-1 student visa.

Passport Information

Please enter your given name as it appears on your passport

Please enter your middle name as it appears on your passport

Please enter your surname as it appears on your passport

Continue

Image 9: Personal Information continued

Once all information is completed, select **Continue**.



9. Please select your major choice first. This will adjust several dynamic questions, including First semester to enroll, supplemental questions and others. Check with the department you are applying to for program-specific requirements.

[Home](#)
[Personal Background](#)
[Personal Background - Continued](#)
Other Information
[Conduct Questions](#)
[Financial Support](#)
[Academic History](#)
[Test Scores](#)
[Employment Activities](#)
[References](#)
[Geography Supplemental Questions](#)
[Signature](#)
[Review](#)

Other Information

Enrollment Information
Major Preference
Geography (Masters) ▼
First semester to enroll
▼
If there are any specific faculty members who you would be especially interested in working with, please provide their names.

Communications
How did you learn about MSU?
▼
Would you like to receive updates and information from MSU via text message?
▼
Financial Aid
Is your education being financed by a government, organization, or company?
▼
Do you want to be considered for a graduate assistantship?
▼
Have you applied for any external fellowships/scholarships?
▼
Have you applied for any internal fellowships/scholarships?
▼

Image 10: Other Information



10. COVID-19: If you would like MSU program staff to know information regarding hardships or your experience during the COVID-19 outbreak.

COVID-19

MSU understands that individual, family or community circumstances may have affected your previous academic record or educational experience, and that the materials you submit with your application may not be a full reflection of your potential for success in graduate school. If your education has been affected by such circumstances and you wish to provide a more detailed explanation about them, please respond below and use the space to share more about your experiences. For example, you might wish to add an explanation if your grades were impacted by COVID-19, or if you took time off of school to manage a personal or family challenge.

Image 12: COVID-19

11. Other: This section contains additional information about the applicant's background, including whether the applicant is a first-generation college student, previous applications, MSU contacts, employment and employment agreement status, and foreign language proficiency. The first-generation college student question is mandatory, and the applicant must answer either "Yes," "No," or "Prefer not to answer."

Other

Are you a first-generation college student (i.e., your parents/guardians have not completed a 4-year college or university degree)?

Have you previously applied to a graduate program within MSU ?

If you have discussed your application with MSU faculty or staff, please provide names of your MSU contacts.

Currently Employed by MSU?

Employment Agreement for MSU?

If you are proficient in any foreign languages (non-English), please enter them here.



Once all information is completed, select **Continue**.

12. Complete the *required* **Conduct Questions**

Conduct Questions - Required Information

Michigan State University seeks to admit students who provide evidence of intellectual performance, good character, and potential which will permit them to profit from programs of the academic rigor of those offered by MSU. The university recognizes that learning opportunities are enhanced by a secure environment. As part of the admissions process, we require applicants to respond to the following questions. Information provided in response to these questions needs to be reviewed, but rarely results in denial of admission.

Have you ever been expelled, suspended, disciplined, or placed on probation by any secondary school or college you have attended because of

- academic dishonesty,
- financial impropriety, or
- an offense that harmed or had the potential to harm others?

Have you ever been convicted of a criminal offense (including guilty or no contest pleas and juvenile court proceedings) other than minor traffic violations or are there criminal charges pending against you at this time?

Image 13: Conduct Questions

Once all information is completed, select **Continue**.



13. Financial Support Requirements tab

Home	Financial Support Requirements
Personal Background	Financial Support Requirements
Personal Background - Continued	AFFIDAVIT OF SUPPORT FOR GRADUATE INTERNATIONAL STUDENTS
Other Information	Note: A certificate of Eligibility (I-20 Form) will not be issued until sufficient support is verified by MSU. Some programs will offer admitted applicants support which will satisfy this requirement. Otherwise, you must fill out the following Affidavit of Support for Graduate International Students and upload proof of financial support in the portal using the file upload options available there.
Conduct Questions	For funding requirements please review MSU's F-1 Funding Requirements
Financial Support	The Office of Admissions may require proof of additional funding as costs of attending Michigan State University may increase periodically.
Academic History	Spouse
Test Scores	If you plan to bring a spouse with you please provide additional financial proof information. To include a spouse on the visa document you must provide additional financial proof in the amount of U.S. \$5,000.
Employment	Dependents
Activities	If you plan to bring children with you please provide additional financial proof information. Each child requires additional financial proof in the amount of U.S. \$3,000. Please include dependent information exactly as you would like it to appear on the visa document (I-20 form or DS20-19 form).
References	Affidavit of Support Information
Geography	Sponsor Name (in English)
Supplemental Questions	<input type="text"/>
Signature	
Review	



Include your sponsor information under the Affidavit of Support section and click on **Add New** if you plan to include a spouse and/or children.

Dependents

If you plan to bring children with you please provide additional financial proof information. Each child requires additional financial proof in the amount of U.S. \$3,000. Please include dependent information exactly as you would like it to appear on the visa document (I-20 form or DS20-19 form).

Affidavit of Support Information

Sponsor Name (in English)

Country

Street

City

State

Postal Code

Sponsor Relationship

Sponsor Amount Per Year \$

Number of Years

If you plan on bringing a spouse and/or children, please provide their names.

First Name	Last Name	Relation Type
Add New		

Continue

Once all information is completed, select **Continue**.

14. Include all **Academic History** information. To begin: click on **Add Institution**.

[Home](#)
[Personal](#)
[Background](#)
[Personal](#)

Academic History

Please provide your overall GPA from each degree-granting institute.

Institution	Degree	Dates Attended
Add Institution		



Next, begin typing in the name of the previously attended university, and it will populate all the information. **Select your institution.**

Add Institution

Institution: Central Michi

CEEB: Central Michigan University

Country: Central Michigan University

City: Mt Pleasant, MI

State: Clinton Central Junior-Senior High School

Dates Attended: Michigantown, IN

Level of Study: North Central Michigan College

Save Cancel

Image 14: Add Institution

Add the **Dates Attended** and **Level of Study, Degree, Major**, etc. Then click **Save**.



Add Institution ×

Institution	<input type="text" value="Central Michigan University"/>		
CEEB	<input type="text" value="1106"/>		
Country	<input type="text" value="United States"/>		
City	<input type="text" value="Mt Pleasant"/>		
State	<input type="text" value="Michigan"/>		
Dates Attended	<input type="text" value="January"/>	<input type="text" value="2017"/> to <input type="text" value="May"/>	<input type="text" value="2021"/>
Level of Study	<input type="text" value="Undergraduate"/>		
Degree	<input type="text" value="Bachelor of Arts"/>		
Date Conferred or Expected	<input type="text" value="May"/>	<input type="text" value="2021"/>	
Major	<input type="text" value="Philosophy"/>		
GPA	<input type="text" value="4.0"/> on a scale of <input type="text" value="4.0"/> (e.g., 4.0, 4.3, 5.0, 15, 100) Do not recalculate GPA, and do not report if not printed on transcript.		
Class Rank	<input type="text"/> out of <input type="text"/>		
Language	<input checked="" type="checkbox"/> Yes, English is the primary language of instruction at this institution.		

Image 15: Add Institution details

Once all information is completed, select **Save**.



15. Test Scores: To add your test scores begin by selecting **Add Test**.

Test Scores

MSU's institutional code for TOEFL and GRE is **1465**. MSU's institutional code for GMAT is **QH0-5P-41** (Q-H-ZERO-FIVE-P-FOUR-ONE). [Consult your program's requirements page](#) to determine the appropriate department/major codes for these tests.

Test scores must be sent to MSU directly from the testing authority; test scores sent directly from the applicant will not be accepted as official documents. If you have not taken a test but have a scheduled date to do so, please list that date.

The time required to process incoming test scores varies throughout the year but will be slower during peak times.

Note: not all graduate programs at MSU require GRE/GMAT or other test scores, but for most international students, proof of English language proficiency is required.

Date ▲	Type
	Add Test

[Continue](#)

Image 16: Add Test Scores

Once all information is completed, select **Save**.

Next, choose the type of test that you'd like to add. Example below: GRE

Add Test

Type

Test Date

- ✓ Duolingo English Test (100-point scale)
- Duolingo English Test (160-point scale)
- GMAT
- GRE**
- GRE Subject
- IELTS
- LSAT
- PTE
- TOEFL



Enter your Test results.

Add Test

Type: GRE

Test Date: [] [] []

Verbal: [] Percentile: []%

Quantitative: [] Percentile: []%

Analytical Writing: [] Percentile: []%

Save Cancel

Image 17: Add Test Score results

Once all information is completed, select **Save**.

16. Employment: To begin adding your employment history, select **Add Employer**.

[Home](#)

[Personal](#)

[Background](#)

[Personal Background - Continued](#)

[Other Information](#)

[Academic History](#)

[Test Scores](#)

Employment

[Activities](#)

[References](#)

[Signature](#)

[Review](#)

Employment

Please review your program's application instructions to determine if you need to enter your employment history here instead of uploading a CV/resume with this information.

Organization Name	Dates of Employment
Add Employer	

Continue



Add Employer

Organization Name: Stark Industries

Country: United States

City: New York

State: New York

Telephone: +1 347-519-6753

Dates of Employment: January 2012 to Present

Position/Title: Scientist

Description:

Save **Cancel**

Image 18: Add Employment Details

Once all employer information is added, click **Save**.

Continue adding employment information and click **Continue** to complete employment history.

17. Activities: If your program requires your activities or experiences prior to applying to graduate school, please include that information by selecting **Add Activity**. After submitting your application, you will be able to upload your Résumé/Curriculum Vitae in the Admissions portal.

Home

[Personal](#)

[Background](#)

[Personal](#)

[Background](#)

[- Continued](#)

[Other](#)

[Information](#)

[Conduct](#)

[Questions](#)

[Financial](#)

[Support](#)

[Academic](#)

[History](#)

[Test Scores](#)

[ELP Waiver](#)

[Employment](#)

Activities

Activities

After submitting your application you will be required to upload your CV/Resume in the Application Portal. Please review your program's application instructions to determine if you need to also need to add your activity history here.

Organization Name	Dates Participated
-------------------	--------------------

[Add Activity](#)

Continue



Complete the information to add an activity.

Add Activity

Organization Name

Role

Country

United States

City

State

Select State

Dates of Participation

to

Present

Frequency of Participation

hours per week

weeks per year

Description of Participation

Save

Cancel

Once all activities information is added, click **Save**.

18. References: To obtain letters of recommendation, please add your recommender’s information by selecting **Add Recommender**.

Home

Personal

Background

Personal

Background

- Continued

Other

Information

Conduct

Questions

Financial

Support

Academic

History

Test Scores

ELP Waiver

Employment

Activities

References

Signature

References

Michigan State University may require letters of recommendation. Please check your program requirements to determine if additional letters of recommendation are needed.

Name

Status

Add Recommender

Continue



Include all contact information for your recommender. MSU graduate programs typically require three letters of recommendation. Make sure to include all recommenders requested by your program. If you do not provide all required recommenders, you will not be able to submit the application. Example below:

Add Recommender

Prefix

Mr.

First Name

Steve

Last Name

Rogers

Organization

U.S. Army

Position/Title

Captain

Relationship

Colleague

Telephone

+1 347-555-0022

Email

steverogers@gmail.com

Note: Use your recommender's institutional or corporate email address. Submissions from anonymous email addresses (Gmail, Hotmail, Yahoo) may be subject to additional review.

Your name will be displayed to recommender as:

Wanda Maximoff [Change](#)

Under the provisions of the Family Educational Rights and Privacy Act of 1974 the applicant has selected the following option:

☐ I waive my right to access this report.

☐ I do not waive my right to access this report.

In place of your signature, please type your full legal name:

Send To Recommender

Save

Cancel

Once you've completed the contact information, selected the waiver decision, and typed your full name as a signature, select **Send to Recommender**. This will generate an email to your recommender with details for their letter submission.

Clicking on **Send to Recommender** will send an email to the recommender. They will have to click on a link to complete the recommendation form.



19. If your major requires supplemental questions, a new section will appear in the lefthand navigation bar. Complete these questions as required for your major, and then click **Continue**.
20. Provide your signature electronically by typing in your full legal name, then select **Confirm**.

[Home](#)
[Personal](#)
[Background](#)
[Personal](#)
[Background](#)
[- Continued](#)
[Other](#)
[Information](#)
[Conduct](#)
[Questions](#)
[Financial](#)
[Support](#)
[Academic](#)
[History](#)
[Test Scores](#)
[ELP Waiver](#)
[Employment](#)
[Activities](#)
[References](#)
[Signature](#)
[Review](#)

By submitting this application, you agree to the following:

I understand that any falsification of admission and academic records through omission or misstatement by me in the application may result in cancellation of my admissions and/or other disciplinary action by Michigan State University.

In place of your signature, please type your full legal name:

Confirm

21. The **Review** section will provide you with a list of potential errors if a section has not been completed. Please make sure to return to those sections and make the appropriate corrections before finalizing the application and submitting your payment.

[Home](#)
[Personal](#)
[Background](#)
[Personal](#)
[Background](#)
[- Continued](#)
[Other](#)
[Information](#)
[Academic](#)

Review

We have detected the following errors with your application. These errors must be corrected before submission.

Section	Required Field or Error
Personal Background	Please provide your permanent address
Other Information	Please respond to the conduct questions.
References	Please provide at least 3 recommenders.



22. Once you have finalized your application, you will be taken to the payment page. If you are paying the application fee, click on **Submit Payment**. (International application fee is \$75.00. The images below reflect a domestic application fee.) If you are receiving a waiver for your payment, you will need to notify your program that your application is submitted and they need to complete your payment. If your program is submitting the payment, the below information can be disregarded.

Wanda Maximoff

Impersonation Active: You may be able to see data and make changes that the user might not be able to see in a single browser session.

Submit Payment

Payment Details

Description	Application Fee
Amount Due	\$65.00

Submit Payment

Review the information and click on **Continue**.

Enter contact information

* Name

Wanda Maximoff

Maximum 50 characters

* e-mail

crimsontwin3@gmail.com

Maximum 50 characters

Description	Amount
Application Fee (Application Fee) Reference Name: 613134950	\$65.00
Subtotal	\$65.00
Total	\$65.00

?

Cancel

Continue

Choose your method of payment (Apple Pay, Credit/Debit card, or Bank account Information). Enter all information required and click **Continue**.



How would you like to pay?

Payment amount
\$65

*** Payment method**

New credit or debit card

New bank account

Name: Wanda Maximoff
e-mail: crimsontwin3@gmail.com

Description	Amount
Application Fee (Application Fee) Reference Name: 613134950	\$65.00
Subtotal	\$65.00
Total	\$65.00

Secure encrypted payment

Cancel Continue

Confirm and your payment has been submitted.

Over the next few days and weeks, you can now log in to the student portal to review your application status updates, by going to <https://explore.msu.edu/apply>. Here you will choose the **Returning Users: Log In** link.

Application management

Returning users:

[Log in](#) to continue an application.

First-time users:

[Create an account](#) to start a new application.

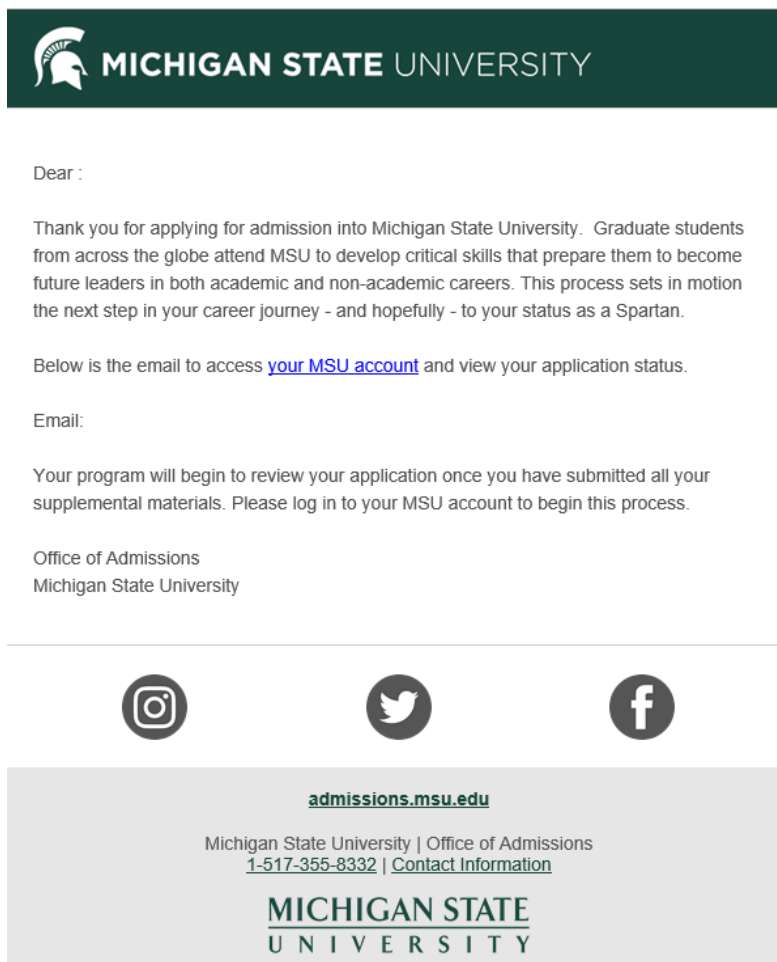
This online application cannot be used for re-admission.

If you have previously attended MSU, please call (517) 355-3300 or view our [Readmission Procedure](#) for assistance.



Next Steps after Submission

1. After your application is submitted and your fee is paid, you will receive a notice to log into your portal. This portal allows you to see status updates on your application, upload critical supplemental materials, and more.



2. International applicants who have been recommended for admission will need to submit the following:
 - Passport
 - Official Transcripts
 - Affidavit of Support
3. Applicants will not receive a reminder of any non-submitted materials. Applicants should be vigilant in gathering and submitting these materials in a timely manner.