To begin the international graduate application process:
Go to: [https://explore.msu.edu/apply/](https://explore.msu.edu/apply/)

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

![Image 1: Log in screen](Image 1: Log in screen)

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

![Image 2: Create an account Log In](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 1, 1992

Login

**Image 3: Confirm account**

4. Create your account password

**Set Password**
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**

![Start New Application](Image 5: Start New Application)

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

![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 within a single browser session.

Personal Background

Name
Prefix: Ms.
First (Given): Wanda
Middle: 
Last (Family): Maximoff
Suffix: 
Preferred First Name: 
Other Last Names Used: 

Addresses

Mailing Address
Country: United States
Street Address: 123 Stark Ave.
City: New York
State: New York
Postal Code: 10001
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.

**Image 7 and 8: Personal Information**
Once all information is completed, select Continue.

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

Example below:
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.

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 Image]

**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.”

<table>
<thead>
<tr>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are you a first-generation college student (i.e., your parents/guardians have not completed a 4-year college or university degree)?</td>
</tr>
<tr>
<td>Have you previously applied to a graduate program within MSU?</td>
</tr>
<tr>
<td>If you have discussed your application with MSU faculty or staff, please provide names of your MSU contacts.</td>
</tr>
<tr>
<td>Currently Employed by MSU?</td>
</tr>
<tr>
<td>Employment Agreement for MSU?</td>
</tr>
<tr>
<td>If you are proficient in any foreign languages (non-English), please enter them here.</td>
</tr>
</tbody>
</table>
Once all information is completed, select **Continue**.

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

**Image 13: Conduct Questions**

Once all information is completed, select **Continue**.
13. Financial Support Requirements tab

Financial Support Requirements

Affidavit of Support for Graduate International Students

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.

For funding requirements please review MSU’s F-1 Funding Requirements

The Office of Admissions may require proof of additional funding as costs of attending Michigan State University may increase periodically.

Spouse

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.

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)
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 Table]

<table>
<thead>
<tr>
<th>Dependents</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>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).</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Affidavit of Support Information</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Sponsor Name (in English)</td>
<td></td>
</tr>
<tr>
<td>Country</td>
<td></td>
</tr>
<tr>
<td>United States</td>
<td></td>
</tr>
<tr>
<td>Street</td>
<td></td>
</tr>
<tr>
<td>City</td>
<td></td>
</tr>
<tr>
<td>State</td>
<td></td>
</tr>
<tr>
<td>Select State</td>
<td></td>
</tr>
<tr>
<td>Postal Code</td>
<td></td>
</tr>
<tr>
<td>Sponsor Relationship</td>
<td></td>
</tr>
<tr>
<td>Sponsor Amount Per Year $</td>
<td></td>
</tr>
<tr>
<td>Number of Years</td>
<td></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Relation Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add New</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

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

<table>
<thead>
<tr>
<th>Academic History</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Please provide your overall GPA from each degree-granting institute.</td>
<td></td>
</tr>
<tr>
<td>Institution</td>
<td>Degree</td>
</tr>
<tr>
<td>Add Institution</td>
<td></td>
</tr>
</tbody>
</table>
Next, begin typing in the name of the previously attended university, and it will populate all the information. **Select your institution.**

![Add Institution](Image 14: Add Institution)

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

<table>
<thead>
<tr>
<th>Institution</th>
<th>Central Michigan University</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEEB</td>
<td>1106</td>
</tr>
<tr>
<td>Country</td>
<td>United States</td>
</tr>
<tr>
<td>City</td>
<td>Mt Pleasant</td>
</tr>
<tr>
<td>State</td>
<td>Michigan</td>
</tr>
<tr>
<td>Dates Attended</td>
<td>January 2017 to May 2021</td>
</tr>
<tr>
<td>Level of Study</td>
<td>Undergraduate</td>
</tr>
<tr>
<td>Degree</td>
<td>Bachelor of Arts</td>
</tr>
<tr>
<td>Date Conferred or Expected</td>
<td>May 2021</td>
</tr>
<tr>
<td>Major</td>
<td>Philosophy</td>
</tr>
<tr>
<td>GPA</td>
<td>4.0 on a scale of 4.0 (e.g., 4.0, 4.3, 5.0, 15, 100)</td>
</tr>
</tbody>
</table>

*Do not recalculate GPA, and do not report if not printed on transcript.*

<table>
<thead>
<tr>
<th>Class Rank</th>
<th>out of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Language</td>
<td>Yes, English is the primary language of instruction at this institution.</td>
</tr>
</tbody>
</table>

---

*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**.

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

Next, choose the type of test that you’d like to add. Example below: GRE
Enter your Test results.

Image 17: Add Test Score results

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

16. Employment: To begin adding your employment history, select **Add Employer**.
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.
Complete the information to add an activity.

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.
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:

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**.

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.

<table>
<thead>
<tr>
<th>Section</th>
<th>Required Field or Error</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Personal Background</strong></td>
<td>Please provide your permanent address</td>
</tr>
<tr>
<td><strong>Other Information</strong></td>
<td>Please respond to the conduct questions.</td>
</tr>
<tr>
<td><strong>References</strong></td>
<td>Please provide at least 3 recommenders.</td>
</tr>
</tbody>
</table>
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.

Review the information and click on Continue.

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