

WCU Graduate Student Application Guide

How to apply in Slate



Graduate School
and Research

Tips Before Applying & Commonly Asked Questions

- Check out your program's requirements and application deadlines [here](#).
- You will be directed to an upload checklist to upload the necessary documents AFTER you have submitted your application.
- Be aware of WCU Graduate School minimum requirements:
 - Bachelor's or master's degree from a regionally accredited college/university
 - One unofficial transcript showing conferred bachelor's/ master's degree (an official one is required after you are an accepted student)

Why can't I submit my application?

- Make sure you have provided all your program's application requirements.

What does missing recommenders mean?

- **You do not have the correct number** of recommenders. Review your program's requirements and add the necessary amount.

When will decisions be made?

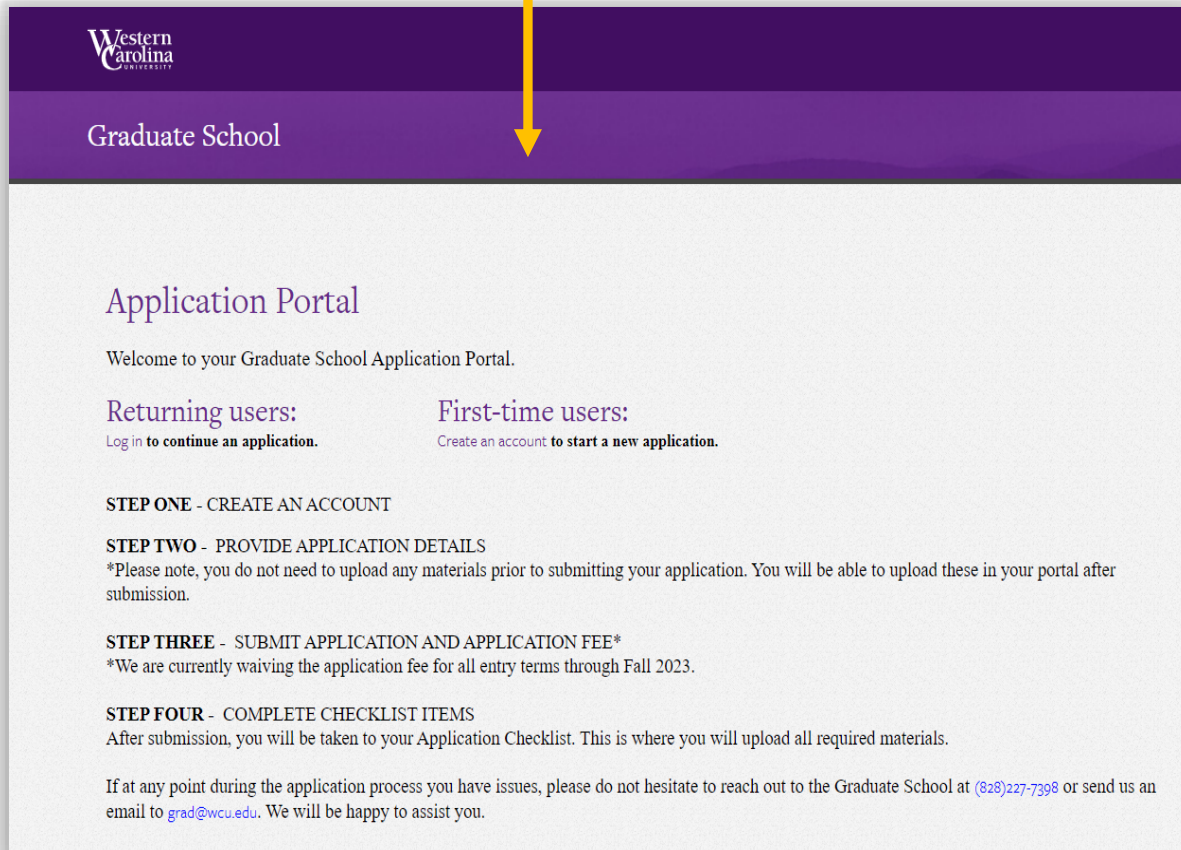
- Decisions are based on individual program timelines. The Graduate School administers decisions but does **not** know when programs will complete the review process.

Can I change my application term?

- Only admitted students can change their application term (with program approval & form).

Where to apply

- Go to <https://gradadmissions.wcu.edu/apply/> or navigate the WCU [Graduate School](#) webpages.



The screenshot shows the top navigation bar of the Western Carolina University Graduate School website. The header is purple with the university logo on the left and the text "Graduate School" in the center. A yellow arrow points from the "Graduate School" text in the header down to the "Application Portal" section below. The "Application Portal" section has a white background and contains the following text:

Application Portal

Welcome to your Graduate School Application Portal.

Returning users: Log in to continue an application.

First-time users: Create an account to start a new application.

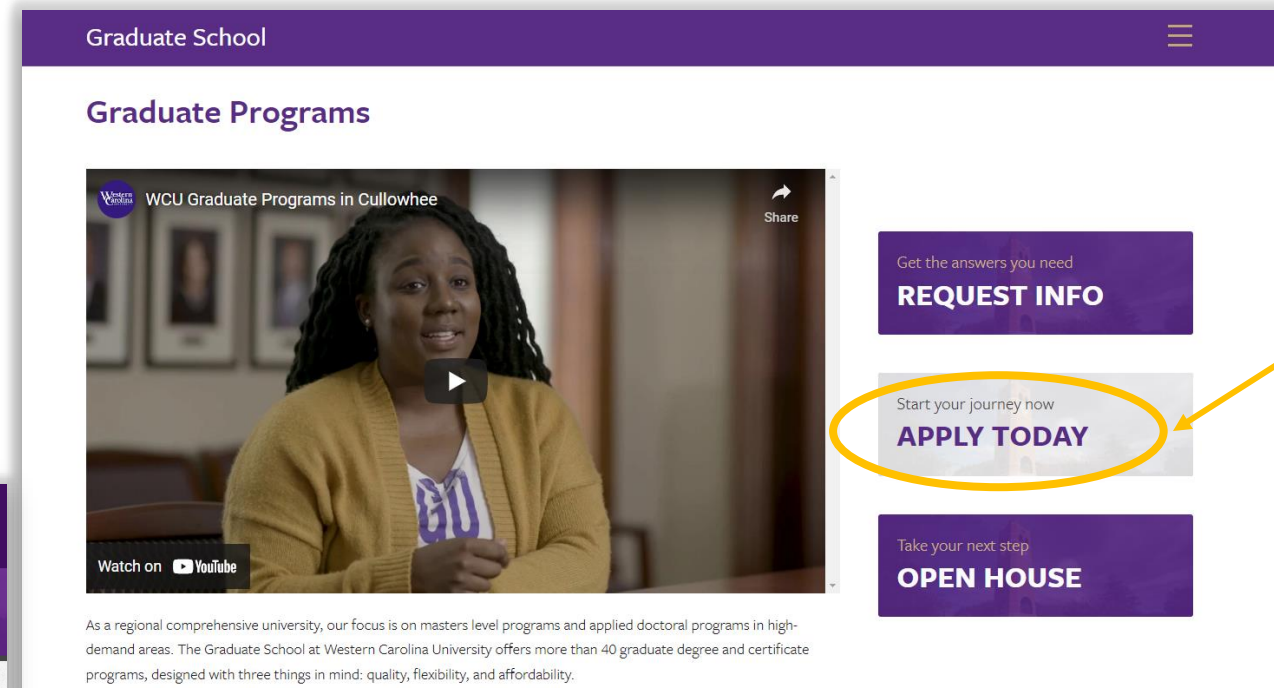
STEP ONE - CREATE AN ACCOUNT

STEP TWO - PROVIDE APPLICATION DETAILS
*Please note, you do not need to upload any materials prior to submitting your application. You will be able to upload these in your portal after submission.

STEP THREE - SUBMIT APPLICATION AND APPLICATION FEE*
*We are currently waiving the application fee for all entry terms through Fall 2023.

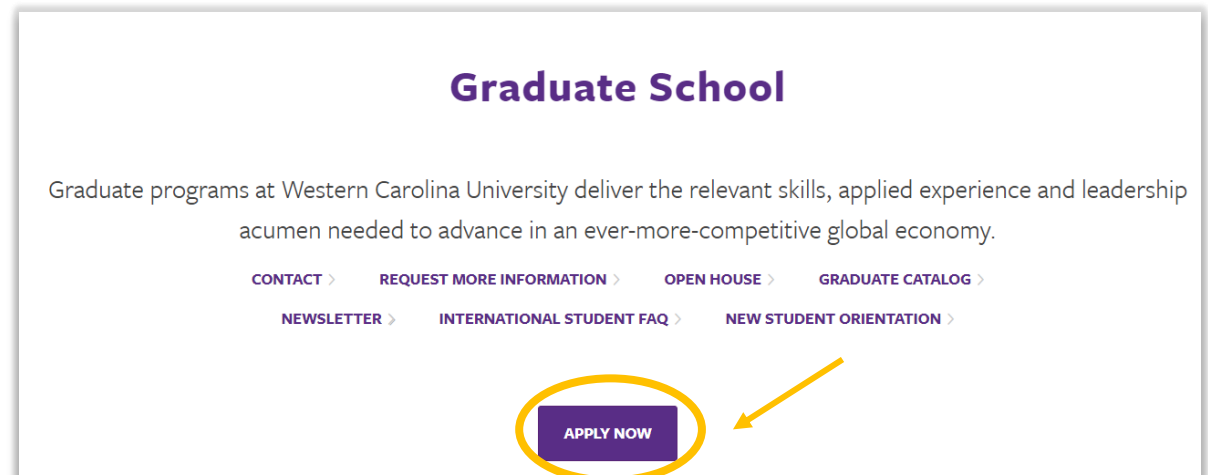
STEP FOUR - COMPLETE CHECKLIST ITEMS
After submission, you will be taken to your Application Checklist. This is where you will upload all required materials.

If at any point during the application process you have issues, please do not hesitate to reach out to the Graduate School at (828)227-7398 or send us an email to grad@wcu.edu. We will be happy to assist you.



The screenshot shows the main page of the Western Carolina University Graduate School website. The header is purple with the text "Graduate School" on the left and a menu icon on the right. Below the header is a section titled "Graduate Programs" with a video player showing a woman speaking. To the right of the video are three buttons: "REQUEST INFO", "APPLY TODAY", and "OPEN HOUSE". A yellow circle highlights the "APPLY TODAY" button, with a yellow arrow pointing to it from the right. Below the video is a paragraph of text:

As a regional comprehensive university, our focus is on masters level programs and applied doctoral programs in high-demand areas. The Graduate School at Western Carolina University offers more than 40 graduate degree and certificate programs, designed with three things in mind: quality, flexibility, and affordability.



The screenshot shows the main page of the Western Carolina University Graduate School website. The header is purple with the text "Graduate School" on the left and a menu icon on the right. Below the header is a section titled "Graduate School" with a paragraph of text:

Graduate programs at Western Carolina University deliver the relevant skills, applied experience and leadership acumen needed to advance in an ever-more-competitive global economy.

Below the text is a row of navigation links: CONTACT >, REQUEST MORE INFORMATION >, OPEN HOUSE >, GRADUATE CATALOG >, NEWSLETTER >, INTERNATIONAL STUDENT FAQ >, and NEW STUDENT ORIENTATION >. At the bottom of the page is a purple button with the text "APPLY NOW". A yellow circle highlights the "APPLY NOW" button, with a yellow arrow pointing to it from the right.

Main Application Portal Page with Instructions

Application Portal

Welcome to your Graduate School Application Portal.

Returning users:

Log in to continue an application.

First-time users:

Create an account to start a new application.

Create Your Account

To register for an account, please enter the information requested below.

Email Address	<input type="text"/>
First Name	<input type="text"/>
Last Name	<input type="text"/>
Birthdate	<input type="text"/> <input type="text"/> <input type="text"/>

Continue

STEP ONE - CREATE AN ACCOUNT

STEP TWO - PROVIDE APPLICATION DETAILS

*Please note, you do not need to upload any materials prior to submitting your application. You will be able to upload these in your portal after submission.

STEP THREE - SUBMIT APPLICATION AND APPLICATION FEE*

*We are currently waiving the application fee for all entry terms through Fall 2023.

STEP FOUR - COMPLETE CHECKLIST ITEMS

After submission, you will be taken to your Application Checklist. This is where you will upload all required materials.

If at any point during the application process you have issues, please do not hesitate to reach out to the Graduate School at (828)227-7398 or send us an email to grad@wcu.edu. We will be happy to assist you.

Logging in: Returning Users

If you need to access your application or checklist portal, select **Returning users to log in.**

Application Portal

Welcome to your Graduate School Application Portal.

Returning users:
Log in to continue an application.

First-time users:
Create an account to start a new application.

STEP ONE - CREATE AN ACCOUNT

STEP TWO - PROVIDE APPLICATION DETAILS
*Please note, you do not need to upload any materials prior to submitting your application. You will be able to upload these in your portal after submission.

STEP THREE - SUBMIT APPLICATION AND APPLICATION FEE*
*We are currently waiving the application fee for all entry terms through Fall 2023.

STEP FOUR - COMPLETE CHECKLIST ITEMS
After submission, you will be taken to your Application Checklist. This is where you will upload all required materials.

If at any point during the application process you have issues, please do not hesitate to reach out to the Graduate School at (828)227-7398 or send us an email to grad@wcu.edu. We will be happy to assist you.

Login

To log in, please enter your email address and password.

Email Address

Password

[Forgot Your Password?](#)

Login

Application Portal Navigation

After logging in, you will be directed to your application portal. If you have more than one application, you will select which application you'd like to work on.



Application Portal

Welcome to your Graduate School Application Portal.

Your Applications

Type	Status	Started	Submitted
You have started 2 applications using this account.			
Graduate School Application	In Progress	06/20/2022	
Graduate School Application	Submitted	06/14/2022	06/14/2022

Start New Application

Personal Background

Thank you for starting your Western Carolina University Graduate School application! Here are a few quick notes to make your application process as easy as possible.

- Be sure to review [program deadlines](#) to ensure that your application and all materials are submitted on time.
- The application saves when you click "Continue" at the bottom of each page. You can always go back to previous pages by using the navigation bar on the left side of the page.
- Please note, we **do not** have to receive recommendation letters prior to your application submission.
- Once you fill out all the required pages of the application, you will be prompted to submit a \$65.00 application fee. After payment, you will be taken to a checklist page where you are able to upload any required documentation.

If at any point during the application process you have issues, please do not hesitate to reach out to the Graduate School at (828)227-7398. We will be happy to assist you.

Name

First (Given)

Middle

Last (Family)

Suffix

Preferred First

Other Last Names Used (If you have multiple last names, please list all)



Then, you will be directed to the first tab in the application titled Personal Background.

Application Tabs

[Home](#)

[Personal Background](#)

[Graduate Programs](#)

[NC Residency](#)

[Academic History](#)

[Recommendations](#)

[Military](#)

[Community Standards](#)

[Signature](#)

[Review](#)

- Go back to all your applications
- Fill out personal information
- Pick the graduate program you are interested in
- NC RDS website will determine your residency number for tuition purposes
- Document which colleges/ universities you've attended
- Provide recommender contact information (typically up to 3)
- Military questionnaire
- Community standards questionnaire
- Electronically sign off on your application
- Review the missing sections of your application and hit submit!

Some programs will require tabs such as test scores and essays. Review your [program's requirements](#) accordingly.

Application Status and Checklist

Upload materials by selecting what material you are uploading (drop down menu) and then choosing your file.

After uploading your file, please allow up to 30 minutes for the Application Checklist to update. **Green check marks** indicate we have received your material, **red X marks** indicate we are missing that material.

Application Status for [REDACTED]
Fall 2022 Project Management - M.P.M. - Online

Upload Materials

To submit documents that we have requested, please select the document type below and upload a Word document, PDF, or scanned image file. If we have not requested that you submit documents to us, you may disregard this.

We have received the following documents from you:

- 07/05/2022 10:55 AM - Transcript (Official Conferred): [REDACTED]
- 07/01/2022 08:34 PM - Goal Statement
- 07/01/2022 03:17 PM - Military Documentation
- 07/01/2022 08:36 PM - Resume/CV

Choose File No file chosen

Recent Activities

Date	Details
07/01/2022	Payment Waived: 65.00 USD Application Fee

Application Checklist

Application Submitted: 07/01/2022

Please allow up to 30 minutes for the Application Checklist status to update.

When your checklist is complete, your application will be forwarded to the Graduate School for an initial review before sending it on to the program. The admission decision process timeframe varies by program. Please refer to the [Graduate Programs webpage](#) for contact information.

Status	Details	Date
✓ Received	Goal Statement	07/01/2022
✓ Received	Military Documentation	07/01/2022
✓ Received	Resume/CV	07/01/2022
✓ Received	Transcript for [REDACTED]	07/05/2022
✗ Awaiting	Recommendation from [REDACTED] Sent to recommender on 07/01/2022.	
✗ Awaiting	Recommendation from [REDACTED]	

Thank you for applying!

- When a decision is made, you will receive an email about your application status update. [Login](#) to your portal to check this update.
- Decisions are based on individual program timelines. The Graduate School administers decisions, but **does not know** when programs will complete the review process.
- If you do not get accepted, **you must reapply. Only transcripts** can carry over to your next application.
- If you have remaining application questions, please email grad@wcu.edu or gradadmissions@wcu.edu.