

## **Fall 2018 Admissions Process**

Fall 2018 applications are accepted starting in early September 2017.

## **Fall 2018 Admissions Timeline & Important Dates**

**December 1, 2017** – Deadline for applicants to submit the UC Berkeley online admissions application and all required supplemental materials.

**December 2, 2017 through late December 2017** – Admissions committees review applicant files. At the end of this process, applicants who have been selected for the next stage will be invited to attend the prospective student interview weekend. Applicants who are not selected for an interview will also be notified at this time.

**January 18, 2018 – January 21, 2018 – Plant & Microbial Biology Interview Weekend.** Applicants who have been selected for an interview and are interested in coming to UC Berkeley are **required** to attend this interview weekend. Although we cannot guarantee an alternate interview date, PMB will look into making alternate arrangements for students that have significant prior commitments that cannot be moved. If there is a conflict with another program's visit date, please make sure to check with the other school on whether they have multiple visit options prior to committing to your visit date.

The PMB department covers the cost of the interview weekend. This includes transportation, lodging, and meals.

**Mid February 2018** – Shortly after the interview weekend, the admissions committee will reconvene and make final admissions decisions. All interviewees will be notified of their admissions status as soon as possible.

**April 15, 2018** – Deadline for admitted students to accept or decline their offers of admission. This deadline is a national deadline for all schools that are a part of the [Council of Graduate Schools](#).

## **Application Instructions**

The department of Plant and Microbial Biology uses an entirely electronic application process. Please read through these instructions carefully and email Rocío Sanchez at [pmbgrad@berkeley.edu](mailto:pmbgrad@berkeley.edu) should you have any questions. All materials are to be submitted through the online application.

It may also be useful to take the time to review [UC Berkeley's tips for preparing your application](#).

**Complete and Submit UC Berkeley's Online Graduate Application.** Visit this website to access the instructions and online application:  
<http://grad.berkeley.edu/admissions/apply/>.

- Students may only apply to one program at UC Berkeley per admission term.
- The department of Plant and Microbial Biology offers two Ph.D. degree programs:

1. Microbiology\*
2. Plant Biology

\*If your research interests are in microbial ecology and evolution, fungal diversity or mycology, please apply to the Microbiology Ph.D. program.

Complete all parts of the graduate application. Following, are instructions for specific sections of the online graduate application.

**Academic History** – Enter each educational institution attended after high school, including UC Berkeley or any other campus of the University of California, regardless of the length of attendance.

Please upload a scanned copy or digital facsimile of your transcript for each institution. Make sure to redact your social security number, student ID number, address and any other sensitive personal information that may appear on your transcript before you upload it.

Applicants who attended a university in a non-English speaking country should upload a copy of both the English translation of their transcript and the one in their native language as one PDF.

**Languages** – The primary (native) language selection is required. The secondary areas are optional and/or not applicable.

**Employment** – The employment history section is optional. Please make sure you upload your Resume/CV in the *Supporting Materials* section of the application.

**Recommendations** - You are required to submit three letters of recommendation. You will be asked to submit the names of your three recommenders as part of the online application. Science faculty should write at least two of your three letters. All reviewers should be familiar with your scholarly abilities. If you have had research experience in a lab setting, we also recommend that you submit letters from your faculty research supervisor.

We strongly recommend that you use UC Berkeley's online letter of recommendation system instead of having your recommenders send their letters through the mail. You are able to log into the application and manage your letters of recommendation after you submit your online application.

**Test Scores** -

**GRE** - We require the general Graduate Record Exam (GRE) exam. Please self-report your GRE exam scores. Send official scores to UC Berkeley using institution code 4833.

**TOEFL or IELTS Scores** – All applicants from countries in which the official language is not English are required to submit official evidence of English language proficiency.

Please review the Graduate Division's requirements for demonstrating proficiency in English [online](#). Indicate institution code 4833 (UC Berkeley) to have scores sent.

**Statement of Purpose** – This is required. Refer to [Writing the Statement of Purpose](#) for general guidance. Please be specific about why UC Berkeley would be a good intellectual fit for you. General accepted lengths are 1 to 2 pages.

**Personal Statement** - This is required. Refer to Writing the [Personal Statement](#) for general guidance. General accepted lengths are 1 to 2 pages

**Supporting Materials –**

**Resume/Curriculum Vitae** – This is required. In addition to your work history, you may like to list any awards, fellowships, summer research opportunities, traineeships, prizes, participation in student organizations etc.

**Sampling of Relevant Work** – This section is not applicable. Please do not submit written work.

**Publications and Presentations** – Applicants have the option of uploading additional documents they believe will help strengthen their application. Although not required, you may choose to upload publications, papers, and/or posters related to your academic and/or professional background.

**Honors and Awards** – This section is optional

**Website** – This section is optional

**Survey** – This section is optional

**Application Submission**

You do not have to wait until official GRE scores or letters of recommendation are submitted in order to submit your online application.

After submitting the application, applicants will continue to have access to the application to manage the following items, 1. Remind a recommender to submit a letter of recommendation, 2. Pay the application fee and 3. View their status page.

Should you have any questions or concerns about the graduate admissions application or graduate admissions process, please contact Rocío Sanchez at [pmbgrad@berkeley.edu](mailto:pmbgrad@berkeley.edu).

-Best wishes!