



## 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**

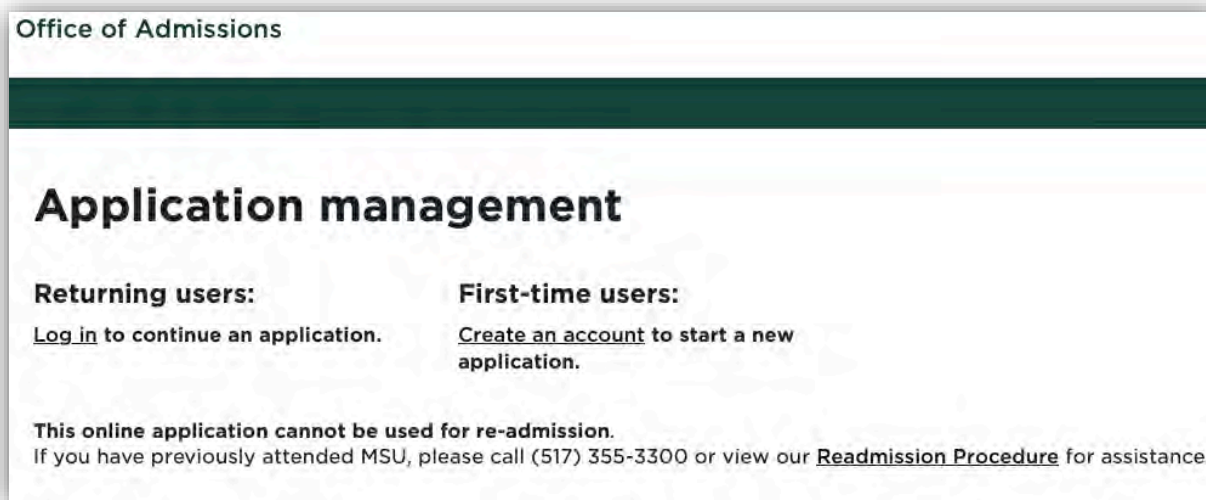


Image 1: Log in screen

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

### Create an account to start a new application

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

Email Address

First Name

Last Name

Birthdate

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

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

Wanda Maximoff Logout

Image 4: Confirm account password



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

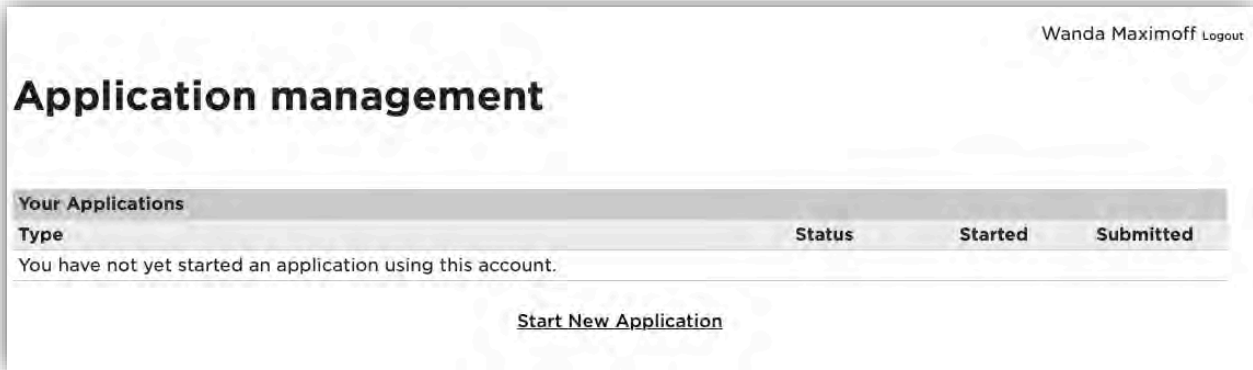


Image 5: Start New Application

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

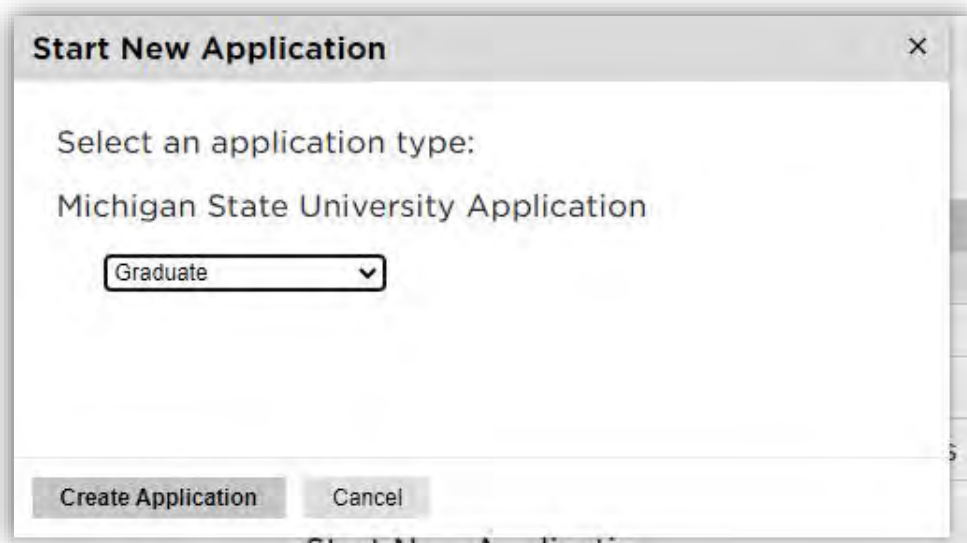


Image 6: Create Application



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

Office of Admissions

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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**

[Personal Background - Continued](#)

[Other Information](#)

[Academic History](#)

[Test Scores](#)

[Employment](#)

[Activities](#)

[References](#)

[Signature](#)

[Review](#)

**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. Please note that Race/Ethnicity are optional questions.

**Citizenship Information**

Primary Citizenship

Dual Citizenship

Residency Status  U.S. Permanent Resident

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

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

Have you been approved to receive DACA status?

**Gender and Pronouns**

Gender



### 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.

<a href="#">Home</a>	<b>Other Information</b>
<a href="#">Personal</a>	<b>Enrollment Information</b>
<a href="#">Background</a>	Major Preference <input type="text" value="Geography (Masters)"/>
<a href="#">Personal</a>	First semester to enroll <input type="text"/>
<a href="#">Background</a>	If there are any specific faculty members who you would be especially interested in working with, please provide their names. <input type="text"/>
<a href="#">- Continued</a>	
<b>Other Information</b>	<b>Communications</b>
<a href="#">Conduct</a>	How did you learn about MSU? <input type="text"/>
<a href="#">Questions</a>	Would you like to receive updates and information from MSU via text message? <input type="text"/>
<a href="#">Financial</a>	<b>Financial Aid</b>
<a href="#">Support</a>	Is your education being financed by a government, organization, or company? <input type="text"/>
<a href="#">Academic</a>	Do you want to be considered for a graduate assistantship? <input type="text"/>
<a href="#">History</a>	Have you applied for any external fellowships/scholarships? <input type="text"/>
<a href="#">Test Scores</a>	Have you applied for any internal fellowships/scholarships? <input type="text"/>
<a href="#">Employment</a>	
<a href="#">Activities</a>	
<a href="#">References</a>	
<a href="#">Geography</a>	
<a href="#">Supplemental</a>	
<a href="#">Questions</a>	
<a href="#">Signature</a>	
<a href="#">Review</a>	

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

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

11. 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**.

12. Financial Support Requirements tab

<a href="#">Home</a>	<b>Financial Support Requirements</b>
<a href="#">Personal Background</a>	<b>Financial Support Requirements</b>
<a href="#">Personal Background - Continued</a>	<b>AFFIDAVIT OF SUPPORT FOR GRADUATE INTERNATIONAL STUDENTS</b>
<a href="#">Other Information</a>	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.
<a href="#">Conduct Questions</a>	<b>For funding requirements please review MSU's <a href="#">F-1 Funding Requirements</a></b>
<b>Financial Support</b>	The Office of Admissions may require proof of additional funding as costs of attending Michigan State University may increase periodically.
<a href="#">Academic History</a>	<b>Spouse</b>
<a href="#">Test Scores</a>	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.
<a href="#">Employment</a>	<b>Dependents</b>
<a href="#">Activities</a>	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).
<a href="#">References</a>	<b>Affidavit of Support Information</b>
<a href="#">Geography Supplemental Questions</a>	Sponsor Name (in English) <input type="text"/>
<a href="#">Signature</a>	
<a href="#">Review</a>	



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
<a href="#">Add New</a>		

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
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[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

Country

City

State

Dates Attended

Level of Study

Search results for 'Central Michi':

- Central Michigan University (Mt Pleasant, MI)
- Clinton Central Junior-Senior High School (Michigantown, IN)
- North Central Michigan College (Petoskey, MI)
- South Central Michigan Virtual
- West Michigan Virtual-Stanton Central Montcalm (Stanton, MI)

Buttons: Save, Cancel

*Image 14: Add Institution*

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



**Add Institution** [Close]

Institution: Central Michigan University

CEEB: 1106

Country: United States

City: Mt Pleasant

State: Michigan

Dates Attended: January 2017 to May 2021

Level of Study: Undergraduate

Degree: Bachelor of Arts

Date Conferred or Expected: May 2021

Major: Philosophy

GPA: 4.0 on a scale of 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: [ ] out of [ ]

Language:  Yes, English is the primary language of instruction at this institution.

[ Save ] [ Cancel ]

*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
	<a href="#">Add Test</a>

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**.

**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
<a href="#">Add Employer</a>	

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.

**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.

The 'Add Activity' form contains the following fields:

- Organization Name:
- Role:
- Country:
- City:
- State:
- Dates of Participation:  to
- Frequency of Participation:  hours per week  weeks per year
- Description of Participation:

Buttons:

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**.

**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
<a href="#">Add Recommender</a>	

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



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**.

**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.

**Review**

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

Section	Required Field or Error
<b>Personal Background</b>	Please provide your permanent address
<b>Other Information</b>	Please respond to the conduct questions.
<b>References</b>	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**

<b>Description</b>	Application Fee
<b>Amount Due</b>	\$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) <small>Reference Name: 613134950</small>	\$65.00
<b>Subtotal</b>	<b>\$65.00</b>
<b>Total</b>	<b>\$65.00</b>

**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

Apple Pay

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.

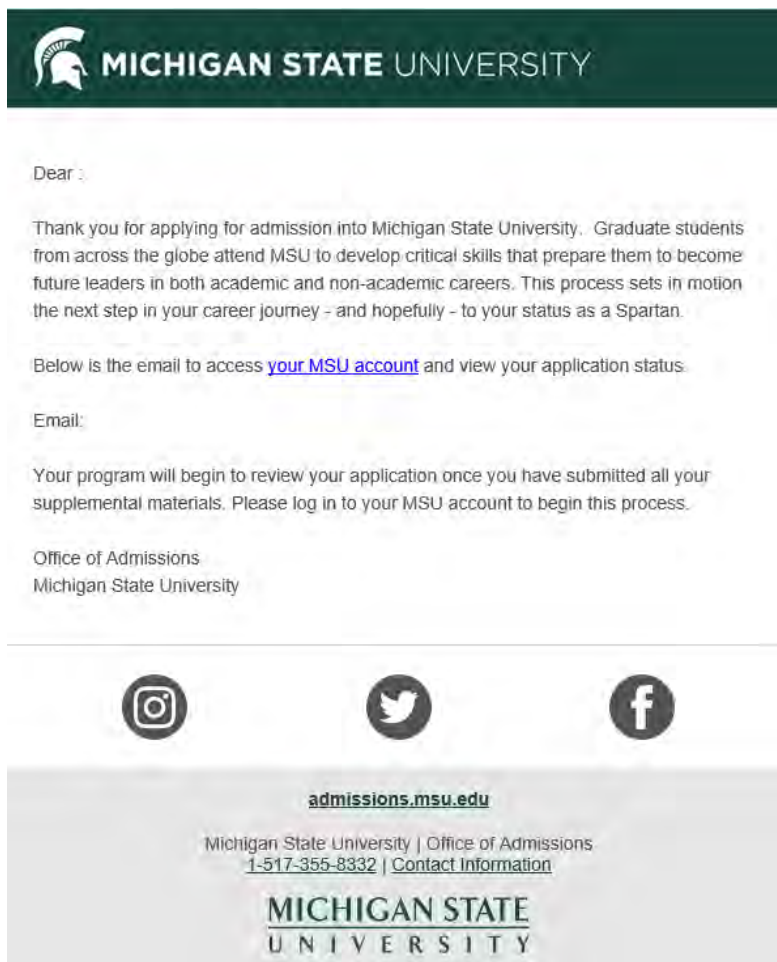
**This online application cannot be used for re-admission.**

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.