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| Master of Liberal Studies Program  College of Arts and Sciences | Metropolitan 1c |

**Graduate Application Checklist**

Please be sure the following are included in your application packet:

* Completed online graduate application form
* $20 application fee payable to Metropolitan State University (This fee is waived for students previously admitted to a Metropolitan State program.)
* Official transcripts showing:
  + B.A. or B.S. degree from an accredited institution
  + A major, or significant coursework, in liberal arts disciplines
  + A minimum GPA of 3.00 from the degree-granting institution
  + **International Students** must include an official WES or ECE Transcript
  + Evaluation if undergraduate degree was given outside the United States (see also International Student Applicants Guidelines); and official TOEFL scores must be submitted; student copies are not acceptable. Metropolitan State University’s school code for TOEFL is 6445.
  + Electronic transcripts should be sent to graduate.studies@metrostate.edu.
  + Paper transcripts should be sent directly from the sending institution (preferred) to: Metropolitan State University

Attn: Graduate Admissions

700 East Seventh Street

Saint Paul MN 55106

* Two Professional Reference Letters (and only two, please)
  + The most effective letters tend to come from liberal arts professors familiar with your work in upper-division liberal arts courses, and able to comment on your preparation for advanced liberal arts study.
    - A letter of recommendation should comment on intellectual ability, capacity for critical thinking, professional skill and excellence, motivation, or any other aspect of the referrer’s knowledge of how well the candidate is suited for a graduate program that calls for teamwork in interactive seminars. Be aware that strong and effective letters of recommendation often tend to come from professors of liberal arts courses in which the applicant has had an excellent learning experience. Naturally, the MLS Admissions Committee is particularly interested in an applicant’s intellectual preparation for advanced liberal arts study, and so this should be very directly addressed in any letters of recommendation. Letters that focus on other matters may not be as helpful for the candidate.
    - The professional reference letters must include the writers contact information.
* Resume or Vita
* Admissions Essay. No more than 1000 words (about 4 pages); focus on these questions:
  + Why are you interested in interdisciplinary study in the liberal arts?
  + How have you prepared for the MLS, academically and/or professionally?
  + What subjects or themes are you interested in studying in this program?
  + What skills and knowledge do you expect to gain from the MLS?
  + How do you anticipate being able to apply the MLS in the future?
* Your Writing Sample. A paper from an upper-division liberal arts course is preferred:
  + A piece of analytic academic writing in one or more liberal arts disciplines
  + No more than 3,000 words (about 12 pages), well edited, in a standard format

But if you do not have such a paper on file, you may also craft a new writing sample:

* + Write an analytic essay based on one of the questions below
  + No longer than 1000 words (about 4 pages), well edited, in a standard format

1. Why are Shakespeare’s plays so popular with American audiences?

2. How does social networking affect people according to race, class, gender, or age?

3. How does the current debate on immigration intersect with US national history?

4. Or write on an interdisciplinary, liberal arts topic of your choice.

6.26.2020