

## Instructions for Completing the Application

- Online Application
- \$110 Application Fee
- Personal Statement (1-2 pages)
- 3 Letters of Recommendation from academic sources (online)
- Transcripts (unofficial copies uploaded with application)

For an expeditious review of your application, we require that all materials be submitted online. Unofficial copies of transcripts must be uploaded as part of the online application and official copies will be requested for accepted students. All tests should be taken at least six weeks before the application deadline to ensure timely receipt by the admissions office. Additional supporting materials should be submitted as they become available. Supporting documents will not be accepted after the deadline date. All documents become the property of Columbia University and cannot be returned. Please visit <https://www.gsas.cuimc.columbia.edu/applying> for application guidelines and <https://www.gsas.cuimc.columbia.edu/frequently-asked-questions> for Q&A.

Note that applicants must submit all materials directly, not through an agent or third-party vendor, with the following exceptions: submissions by the US Department of State's Fulbright Program and its three partner agencies IIE, LASPAU and AMIDEAST; submissions by the Danish-American Fulbright Commission (DAF); and submissions by Deutscher Akademischer Austauschdienst (DAAD). In addition, applicants are required to attest to the accuracy and authenticity of all information and documents submitted to Columbia. If you have any questions about this requirement, please contact the Office of Graduate Affairs ([BiomedicalSciences@cumc.columbia.edu](mailto:BiomedicalSciences@cumc.columbia.edu)).

We require that the work contained in your application (including Personal Statement) is completely accurate and exclusively your own. Columbia University permits the use of generative AI tools for idea generation and/or to edit a candidate's work; however, using these tools to generate complete responses violates the Honor Code.

Failure to submit complete, accurate, and authentic application documents consistent with these instructions may result in denial or revocation of admission, cancellation of academic credit, suspension, expulsion, or eventual revocation of degree. Applicants may be required to assist admissions staff and faculty involved in admission reviews in the verification of all documents and statements made in documents submitted by students as part of the application review process.

### Fall Term/Full-time

All PhD programs at the Columbia University Irving Medical Center are full-time programs, and entrance is only in the fall term. Applications should be submitted by **December 1, 2024**. The application portal will be closed at **11:59PM EST**. The Biomedical Informatics program also offers a terminal MA degree. You may use this application for that program as well.

### Application Fee

The \$110 nonrefundable application fee can be paid by credit card at the time of application or via check (payable to Columbia University). Please do not send international postal coupons. Once submitted, your application fee is not refundable, with the exception when duplicate payment is made for the same application for the same admissions cycle. Applications are not considered complete and will not be reviewed until the fee is paid. Our programs will waive the application fee for: (1) US citizens or permanent residents currently enrolled in a US college/university who demonstrate financial need. Please provide a letter verifying your Estimated Family Contribution (EFC) signed by a financial aid officer at the institute you currently attend; (2) participants in the following programs: AmeriCorps, Bill and Melinda Gates Millennium Scholar, Leadership Alliance Summer Research Early Identification Program, MARC, RISE, NIH PREP, Peace Corps, Teach for America, etc. Please provide a letter from the program officer confirming your participation in the program; (3) participants in our [outreach events/conferences](#). Please provide proof of your registration; and (4) applicants who are currently

serving in the US military. Please email your request to [BiomedicalSciences@cumc.columbia.edu](mailto:BiomedicalSciences@cumc.columbia.edu) **before you submit your application.**

## Transcripts

Please upload a copy of your unofficial transcripts with the online application. If you are currently in school, please submit an updated transcript reflecting fall 2024 grades as soon as available. All documents not issued in English by the official signing them must be accompanied by English translations. Official copies of transcripts will be requested for **accepted** students only. Please visit <https://www.qsas.cuimc.columbia.edu/frequently-asked-questions> for instructions for submission of transcripts when accepting an offer of admission.

## Letters of Recommendation

Three letters of recommendation from academic sources are required. Letters should be from your most recent instructors or research mentors in your proposed field of study. If you have been out of school, one letter should be from your employer, supervisor, or person familiar with your most recent activities. If you have attended another graduate school, one letter must be from the graduate instructor/mentor most familiar with your work. Letters should be submitted online. If this presents a problem, please contact our office. The email address for each recommender should be a professional email address (e.g., with an “.edu” extension or company-related domain). If such an email address is not possible, the student must provide an explanation and seek permission from this office to utilize a non-professional email address for the reference. Recommenders should be encouraged to include in their letters: their relationship to the applicant; the duration of their relationship; and as many specifics regarding their experience as possible (for example, a former instructor might name the course that the applicant took with him/her, the applicant’s performance in the class, ranking of the applicant against other students taught, etc.). Applicants should not participate in the drafting of letter(s) of recommendation.

## Graduate Record Examination (GRE)

General and Advanced (Subject) GRE scores are **not** required by any of our programs/tracks, although you may submit them if you apply.

If you choose to submit General GRE and/or Advanced (Subject) GRE scores, they should be no more than five years old. Our institution code is 2619. No department code is required.

## English Proficiency Requirement

Applicants whose native language is not English and who have received an undergraduate degree from an institution located in a country where the official language is not English must complete the English proficiency requirement. The English proficiency requirement can be fulfilled through the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS). For TOEFL, our School Code is 2619. Allow six weeks for transmittal of test results. An application is considered incomplete without these scores. Columbia GSAS requires **a minimum TOEFL score of 100** on the internet-based test or **a 7.5 for the IELTS** for **all** admitted applicants. TOEFL and IELTS scores are valid for two years after the test date. Applicants who have studied for at least two years at an institution in the US or another country where the official language is English and earned the undergraduate (or bachelor’s) degree at that institution are not required to complete the English proficiency requirement. Students who have earned a Master’s degree, but not an undergraduate or bachelor’s degree, in the US or another country whose official language is English are required to complete the English proficiency requirement; however, if you took the TOEFL or IELTS exam when applying to a graduate program at another institute and scored above the **Columbia GSAS minimum requirement of 100 (TOEFL) or 7.5 (IELTS)**, you may fulfill the English proficiency requirement by uploading a scanned copy of the score report to the online application. You may use the results of tests taken on various dates to achieve the minimum score requirement. TOEFL(iBT) now offers a “MyBest” scores reporting option.

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