

1. How To Apply for MS BAIS: Apply in 6 easy steps

Admission to USF is more competitive than ever, but the process of applying is not difficult. Ready to get started? Here's everything you need to do to complete your graduate application package.

If you have any questions about the application process, please reach out to GradAdmissions@usf.edu.

1) Submit Your Application

Complete the USF online application. (site: <https://admissions.usf.edu/application>)

2) Pay Your Application Fee

Pay the nonrefundable, \$30 application fee.

2-1) Show How to Submit the Application Fee

OPTION 1: Pay the graduate degree seeking application fee through the Online Graduate Application site

- (1) Click on Begin or Continue an Application (site: <https://secure.vzcollegeapp.com/usf/>)
- (2) Log into your online application
- (3) Select "Pay Now"
- (4) Submit payment using a credit card (Discover, Master Card, and Visa) or E-Check (personal checking/savings account).
- (5) International Students ONLY: electronic fund transfer from international banks through Flywire (admissions application fee portal)

OPTION 2: Pay the graduate degree seeking application fee through OASIS

- (1) Create your NetID with instructions provided to you in an email sent by USF Information Technology after applying.
- (2) Sign in through MyUSF and navigate to OASIS (Online Access Student Information System)
- (3) After the OASIS window pops up, navigate to the "Student section"
- (4) Select "Admissions"
- (5) Select the option "Pay My Application Fee"

3) Submit Official College Transcript(s)

For each institution of higher learning attended, send a transcript to USF through the official electronic submission of your institution or in a sealed envelope to:

University of South Florida

Office of Admissions

4202 E Fowler Avenue, SVC 1036

Tampa, FL 33620

To expedite the processing of your application, you should upload unofficial transcripts to the application portal. Unofficial transcripts will be used for the initial review of your application. Your admission will not be finalized until we receive your official transcripts from all institutions attended.

4) Submit Test Scores

If any test scores are required by your program (GRE, GMAT, TOEFL, etc.), they must be requested and sent to USF directly from the testing agency. Standardized tests must have been taken within five years of the desired term of entry.

To expedite the processing of your application, you may upload unofficial scores to the application portal. However, your admission will not be finalized until we receive your official test scores.

Testing agencies can electronically send your scores to USF by using the following institution codes:

For GRE: institution code 5828

For TOEFL: institution code 5828

For GMAT:

VP9-M4-23: PhD in Business Administration

VP9-M4-04: Executive MBA

VP9-M4-97: MBA, Full Time

VP9-M4-80: MBA, Part-Time

VP9-M4-01: MBA, Sarasota-Manatee Campus

VP9-M4-25: MBA, St. Petersburg Campus

VP9-M4-18: Master of Accountancy

VP9-M4-67: MA in Economics

VP9-M4-86: MA in Finance

VP9-M4-17: MS in Management

VP9-M4-66: MS in Management Information Systems

VP9-M4-40: MSM in Marketing

VP9-M4-74: MSRE in Real Estate

VP9-M4-48: MS in Entrepreneur in Applied Technology

VP9-4J-76: Health Administration, College of Public Health

5) Submit Additional Information

Upload any items required by your program (resumes, personal statements, etc.) to your online VZ application.

6) Answer Conduct Clearance Questions

All graduate applicants are required to answer the Conduct Clearance questions of the graduate application. The answers to the two questions must be received and cleared by Student Rights and Responsibilities, if warranted, before the applicant will be notified of the admission decision.

6-1) CHECK YOUR RESIDENCY STATUS

When you apply to USF, the Office of Admissions uses information on your application to determine whether you are an in-state or out-of-state resident. This classification is important because it sets your tuition rates.

If we don't receive enough information on your application to determine residency, you will be classified as a non-Florida resident for tuition purposes. It's very important to respond to requests for information about your residency as soon as possible. Learn more about how residency is determined and how to ensure you're classified correctly.

6-2) Graduate Student Residency Information

Residency refers to whether you are an in-state Florida resident or an out-of-state resident. This classification is important since it determines your tuition rate.

What are the requirements for establishing Florida residency? The rules of the road are set forth in Florida state statute Section 1009.21. The most important thing to keep in mind is that living in or attending school in Florida will not, in itself, establish legal residence for tuition purposes.

When you apply to the university, your initial residency classification is determined by the Office of Admissions based on information you provide with your application. If we don't receive enough information to determine your residency, you will be classified as a non-Florida resident for tuition purposes. It's very important to respond to requests for information about your residency as soon as possible.

You have until the last day of classes in your first term to request a re-evaluation of your initial residency status by providing sufficient documentation. However, if your residency status is listed as non-Florida at the time that classes begin, you will be assessed out-of-state tuition charges.

Once you have completed your first term at USF, you can request a reclassification of your residency status from the Office of the Registrar.

6-3) Graduate cost of attendance

Did you know that USF offers one of the lowest tuition rates in the country? It's true! We have been nationally recognized for our affordability and value by many outside organizations, including Kiplinger's Personal Finance and U.S. News & World Report.