



<b>Office of Graduate Studies</b>	<b>UOG Station</b>	<b>Mangilao GU 96923</b>
Luke SN Duenas	<a href="mailto:luked@ugوام.edu">luked@ugوام.edu</a>	735-2170
Students who are interested to enroll in Graduate School, see checklist:		

**University of Guam Online Graduate Application**

1. Apply online at [www.applyweb.com/apply/guam](http://www.applyweb.com/apply/guam) *Note: non-refundable application fee of 49.00.*  
**Information on Office of Graduate Studies:**
  - Go to [www.uog.edu](http://www.uog.edu)
  - Click on the “Admissions” tab on the drop down menu to “Graduate Admissions.”
2. Have a Bachelor’s degree with a GPA of 2.5 or higher.  
 Have all colleges or universities you have attended send **one (1) official transcript directly to the [Office of Graduate Studies](#)**. Hand delivered transcripts will be considered unofficial.
3. **Submit a Letter of Intent and Statement**, stating a specific Masters degree program and reasons to pursue a Masters degree: accomplishments, interest, and goals.  
 Letter is addressed to the [Office of Graduate Studies](#) and signed by the student.
4. **Submit Resume OR Curriculum Vitae (CV)** to the [Office of Graduate Studies](#).
5. **Submit two (2) Letters of Recommendation** from individuals that are familiar with your academic or professional performance. Recommendation letters are addressed to the [Office of Graduate Studies](#). *Note: Three (3) Letter of Recommendations for programs in the Sciences.*
6. Provide residency classification for tuition purposes (**Guam driver’s license**, passport, or student visa) to the [Office of Graduate Studies](#). See Residency Rules.
7. Visit the **Student Health Service, 735-2225, at the Student Center by the Bookstore**.  
 Provide written documentation of a TB test (PPD) taken within the past six (6) months (and results of an x-ray if PPD is positive), in addition if born in 1957 or later, evidence of Vaccination against mumps, measles, and rubella (MMR).  
*Note: Students who are strictly on **ONLINE COURSE** are exempt.*
8. **Obtain Form A (Program Contract)** from the [Office of Graduate Studies](#).  
 Seek advisement and review with the Program Chair/Coordinator and Graduate Committee Members on how to plan and complete the degree requirements of the program and be accepted as a potential candidate.

**TEACHER CERTIFICATION** has to be **APPROVED** by Master of Arts in Teaching Chair

**Graduate Management Admission Test (GMAT)** and an essay of a business program for case development are required for the PMBA Program. Go to [www.mba.com](http://www.mba.com)

**Graduate Record Examination (GRE)** is required for Biology Master Program.

\*\*\*\*\***STUDENTS WITH INTERNATIONAL DEGREE**\*\*\*\*\*

Must take and pass the following GRE and convert degree to US standards:

- a) **Graduate Record Exam (GRE)** general test of 400 on the Verbal Section.  
 Contact Guam Computer Testing at 475-5000 for testing.
- b) **Degree must be converted to US standards** by the following on-line vendors:  
 World Education Services (**WES**), Educational Credential Evaluators (**ECE**), or  
 International Education Research Foundation (**IERF**).