

Application Checklists for *MA and Certificate Programs* and *Graduate Assistantship Positions* in the Department of English Language and Literature

Applying for Admission to Programs

The EMU Admissions web site is at <http://www.emich.edu/admissions/grad/main/>

Applicants to all programs must submit the following:

- A completed graduate application (available at the above URL)
- A Personal statement (you can submit this electronically as part of your application or as a separate document; we recommend that these statements be 1 to 2 pages in length)
- Application fee (\$35.00 if you mail your application; \$25 if you apply online or in person)
- Official transcripts from ALL prior colleges and universities (note: if you attended EMU, you do not need to request your EMU transcript)
- Additional material as specified by the program to which you are applying (see below)

Note: Unless specified otherwise, all materials should be sent to EMU Graduate Admissions, at the address listed on the Graduate School website.

Children's Literature (MA)

- An academic writing sample (preferably something related to children's literature)
- Two letters of recommendation

Creative Writing (MA)

Note: You should send your portfolio and statement to:
Graduate Coordinator, Department of English Language and Literature,
Eastern Michigan University, Ypsilanti, MI 48197.
The annual deadline for submissions is January 13th.
Do not send the portfolio to Graduate Admissions.

- A portfolio of your writing (this may include several short pieces in one genre or several short pieces in multiple genres; it should consist of 15-20 pages of what you believe is your best work)
- A 1 to 2 page personal statement that explains your experience with and/or interest in interdisciplinary writing projects and how you might work across disciplines while you pursue your graduate course work
- Letter(s) of recommendation welcome but not required

Linguistics (MA, Certificate in Language Technology)

- Two letters of recommendation
- Writing sample (a short, 5-20 page, piece of academic writing in any area is encouraged but not required)

Literature (MA)

- An academic writing sample (preferably a piece of writing that addresses and analyzes literature)
- Two letters of recommendation

Written Communication (MA, Certificate in the Teaching of Writing, Certificate in Technical Writing)

- An academic writing sample (preferably something related to your intended concentration in either the Teaching of Writing or Professional Communication)
- Two letters of recommendation

Applying for Graduate Assistantships

Please visit the following Web site for forms and for additional information about departmental and university graduate assistantships:

<http://www.emich.edu/english/graduate/assistantships.php>

The deadline for applying for an English Department graduate assistantship is **February 15th** of each academic year. Submit your GA application forms to the Graduate Coordinator, Department of English Language and Literature, Eastern Michigan University, Ypsilanti, MI 48197.

To apply for an English Department graduate assistantship, you will need to do the following:

- Complete the English Department graduate assistant application (Form A)
- Two recommendation forms (Form B) (these may be copies of the same letters that you submit with your program application; so, please ask the individuals writing for you to address your qualifications for a graduate assistantship)
- Background Check form
- A personal statement in which you address:
 - the assistantship positions in which you're interested
 - your qualifications and reasons for your interest in those positions
 - any other information that might be helpful to the selection committee.This statement is similar to an employment letter.