Kansas State University

Graduate School Application Procedures

IMPORTANT Please read all the instructions while completing the application process.

- Do not use Safari, Firefox, or Internet Explorer. There are glitches associated with each. <u>Google Chrome is the preferred browser to use.</u>
- The online application allows you to attach all supporting documents in one form before final submission.
- Be sure to use the navigation tabs at the bottom of each page to return to the previous page. <u>DO NOT USE THE BACK TAB ON YOUR BROWSER</u> as it will cause an error message.
- At any time you can click <u>"Save and Exit"</u> at the bottom pf the page to save your work and return at a later time.

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1. **Apply for admission by first creating an account at:**
https://www.applyweb.com/kstateg/index.ftl
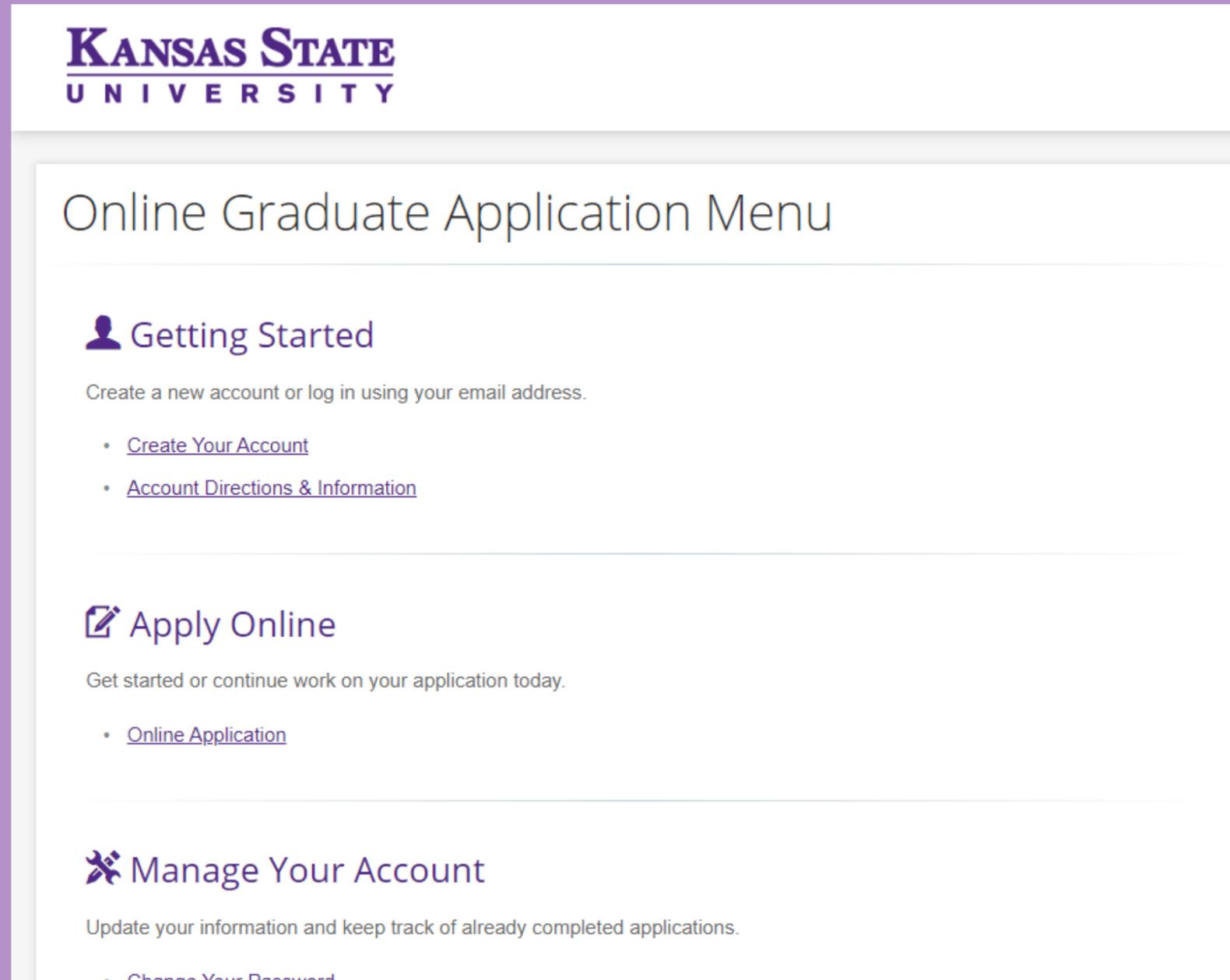
KANSAS STATE
UNIVERSITY

Online Graduate Application Menu

👤 Getting Started

Create a new account or log in using your email address.

- Create Your Account
- Account Directions & Information

✎ Apply Online

Get started or continue work on your application today.

- Online Application

🛠 Manage Your Account

Update your information and keep track of already completed applications.

- Change Your Password

Select Create Your Account. This is a one-time username and password specific to CollegeNet application (make sure to use something that you'll remember). You will then be asked to verify your e-mail address for the ApplyWeb system before continuing the online application.

Kansas State University
Graduate School Application Procedures
2-4. Complete personal, address and demographic information

NOTE If you ever need to pause on filling out your application, make sure to click the "Save and Exit" button at the bottom of the page.

Personal Information

Address Information

Demographic Information

Academic Information

Program Selection

Program Information

Education Information

Letters of Recommendation

Testing Section

Employment Information

Additional Phone

Email Address   bjonessc@ksu.edu   Change Email

Additional email address

Citizenship Information

Are you a U.S. Citizen?   Yes

* What is your country of citizenship?   United States

Do you have the in the states?   Yes

  ● Since birth   ○ Date

    /   (mm/yyyy)

Save   Save & Exit   Next Page

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5. Academic Information: Select the appropriate location for coursework.
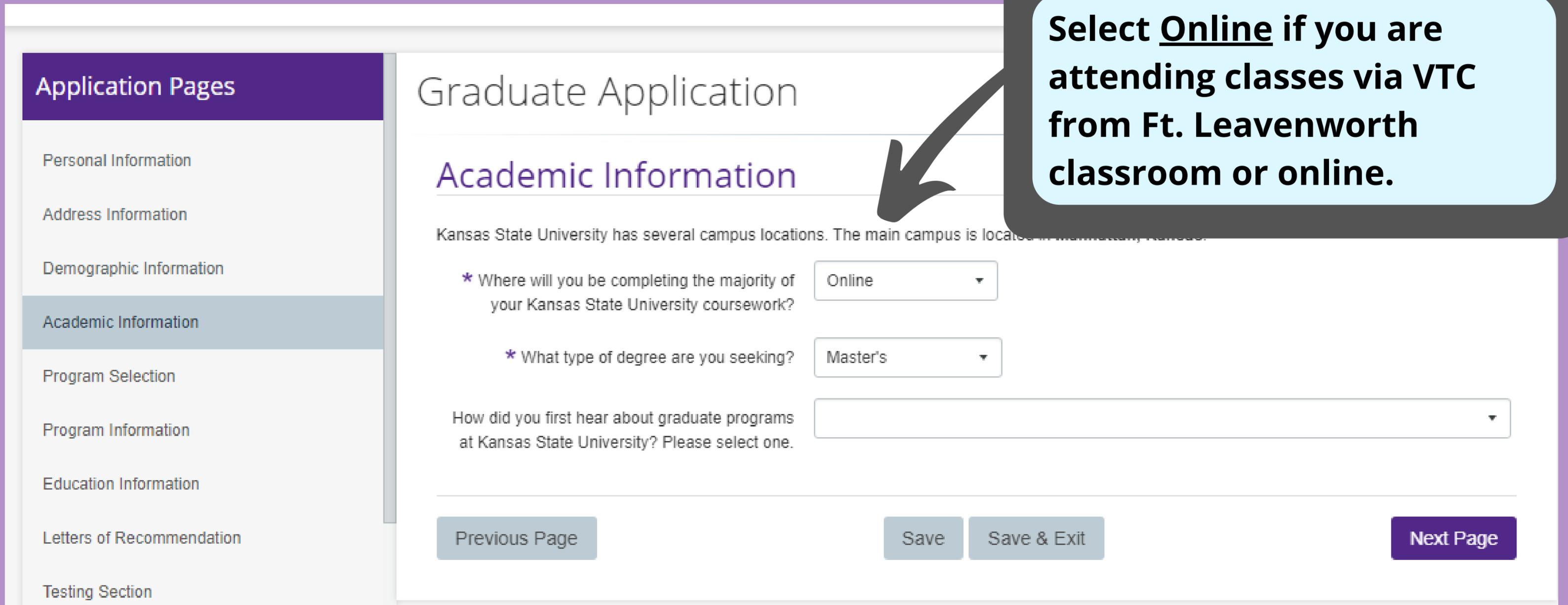
Graduate Application

Application Pages

Personal Information

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Academic Information

Kansas State University has several campus locations. The main campus is located in Manhattan, Kansas.

* Where will you be completing the majority of your Kansas State University coursework? `Online ▼`

* What type of degree are you seeking? `Master's ▼`

How did you first hear about graduate programs at Kansas State University? Please select one. ` ▼`

| Previous Page | | Save | Save & Exit | | Next Page |

Select Online if you are attending classes via VTC from Ft. Leavenworth classroom or online.

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6. Program Selection: Arts and Sciences – Security Studies

Select **"Arts and Sciences"** and choose **"Security Studies"**. Select the term you anticipate entering.

NOTE If the term you're looking to enroll is not available, please select the next available term and e-mail securstu@ksu.edu with your preferred term of enrollment.

Application Pages

- Personal Information
- Address Information
- Demographic Information
- Academic Information
- **Program Selection**
- Program Information
- Education Information

Graduate Application

Program Selection

You have successfully chosen a program. See details below.

Your Selection	Security Studies
Term	Fall 2022
Program Info	For more information on the Security Studies program, visit: http://www.k-state.edu/securitystudies/

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7. Program Information: Upload your Statement of Objectives and Writing Sample(s).

Application Pages

- Personal Information
- Address Information
- Demographic Information
- Academic Information
- Program Selection
- **Program Information**
- Education Information
- Letters of Recommendation
- Testing Section
- Employment Information

Graduate Application

Program Information

You have selected to apply to the Master's program of Security Studies in Arts and Sciences for Fall 2020 at Manhattan Campus.

Statement of Educational and Career Objectives

Part 1.

The candidate is advised that the admissions committee will weigh this essay very heavily as part of the admissions review process. List three areas of research within the general field of Security Studies on which you would like to focus your program of studies while at Kansas State University. Examples may be thematic (civil war) or geographical (Latin America) and should be as specific as possible.

```
Counterinsurgency
South Asia
Security Force Assistance
```

Part 2.

The candidate is advised that the admissions committee will weigh this essay very heavily as part of the admissions review process. Describe your academic background and qualifications for graduate study in Security Studies and explain how this degree will enhance your professional life.

| Choose File | No file chosen |

Accepted File Types: .jpg, .tif, .txt, .pdf, .gif, .rtf, .png, .doc, .docx

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8. <u>Education Information</u>: Upload unofficial transcripts from all academic institutions attended

<u>*NOTE*</u> IF admitted, official transcripts will be requested in your admission letter. Please DO NOT submit official transcripts until requested to do so by the Graduate School. If you cannot access a transcript, please contact the Security Studies program coordinator (securstu@ksu.edu) for assistance.

Provide a complete and legible transcript/mark sheet. Transcripts not in English must include a certifed English translation.

Upload Transcript   *Accepted File Types: jpg, tif, txt, pdf, tiff, gif, rtf, png, doc, jpeg, docx*

[Choose File] No file chosen

Upload Degree Certificate 🛈   *Accepted File Types: jpg, tif, mp3, txt, pdf, gif, rtf, png, doc, docx*

[Choose File] No file chosen

Admin Only [   ]

[Add another college or university]

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9. Insert Names and E-Mail Addresses of Three References.

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References

Please provide the names and email addresses of your professional references that you ha...
behalf. Your references will be contacted by email to complete the process online. Applicatio...
recommendation has been received. It is your responsibility to ensure that your recommend...
deadline. You may check the status of your reference requests on the status page.

The Family Education Rights & Privacy Act of 1974 gives applicants the right to view letters...
right. For each of your references, please select to waive or not to waive your right to view t...
notified of your decision to waive or not to waive the right to view their recommendation.

For each recommendation: enter the requested information and select the "Submit Recomm...

This program requires three letters of recommendation

Recommender 1

First Name   Michael

Last Name   Flynn

Position   Associate Professor

Institution or Company   Kansas State University

Email   meflynn@ksu.edu

NOTE - If you are applying for the August deadline and had an interview with a Security Studies faculty member, you are not required to submit references (though you may still do so). Please input the following "dummy" references so your application may be completed:
Dr. Michael Flynn (meflynn@ksu.edu)
Dr. Andrew Orr (aorr1@ksu.edu)
Dr. David Graff (dgraff@ksu.edu)

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10. Testing Section
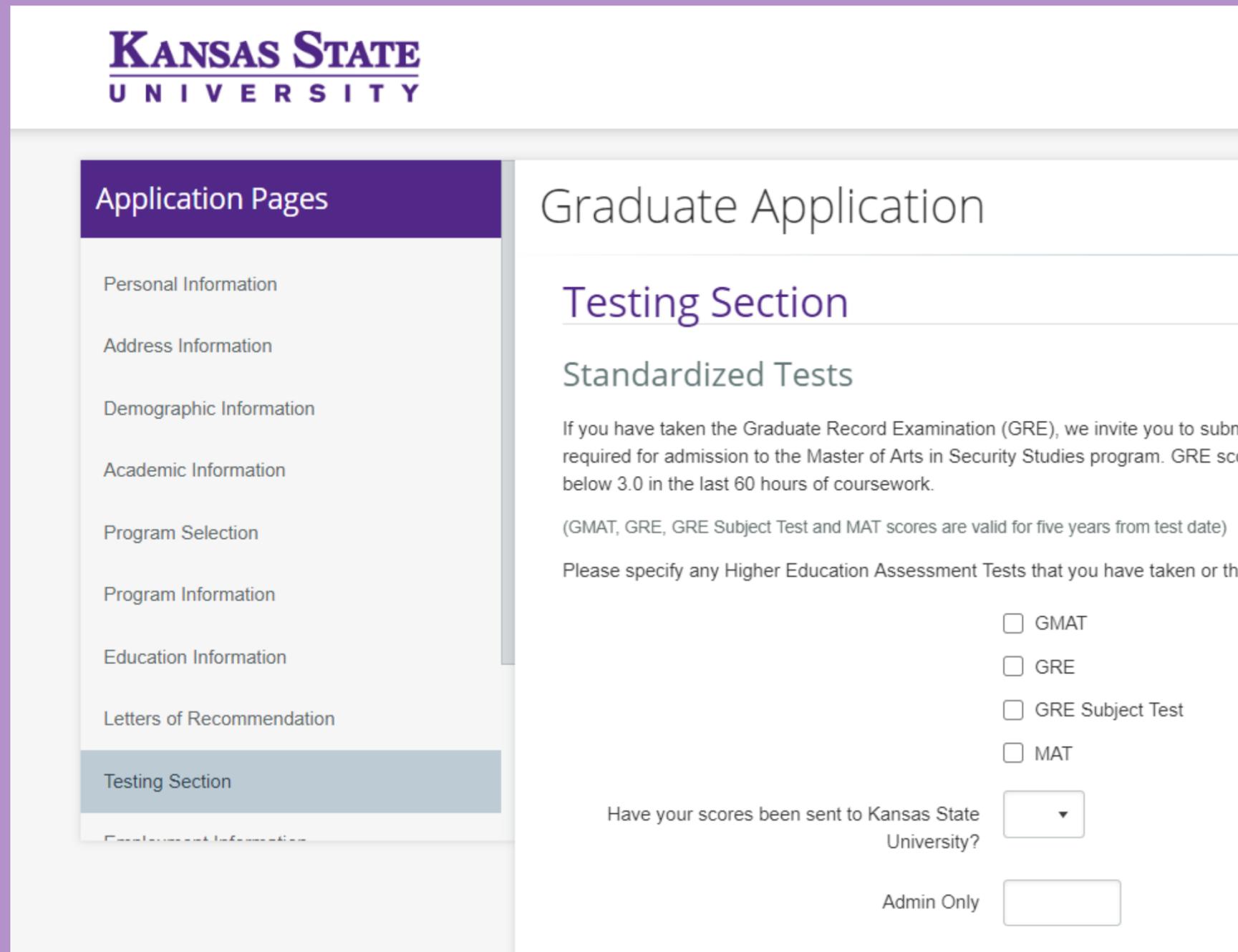
KANSAS STATE
U N I V E R S I T Y

Graduate Application

Testing Section

Standardized Tests

If you have taken the Graduate Record Examination (GRE), we invite you to submit required for admission to the Master of Arts in Security Studies program. GRE scor below 3.0 in the last 60 hours of coursework.

(GMAT, GRE, GRE Subject Test and MAT scores are valid for five years from test date)

Please specify any Higher Education Assessment Tests that you have taken or that

☐ GMAT
☐ GRE
☐ GRE Subject Test
☐ MAT

Have your scores been sent to Kansas State University? [▾]

Admin Only [   ]

Application Pages

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Employment Information

Please have your official scores sent to Kansas State University. There is no specific program code for Security Studies. Use the general K-State code (6334) and inform the Security Studies program coordinator by e-mail (securstu@ksu.edu). GRE scores are NOT required for admission to the Master's in Security Studies program. GRE Scores ARE required for admission to the Doctorate in Security Studies program.

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11. Complete <u>Employment Information</u>, <u>Required Background Information</u>, and then submit the application and pay the application fee.

12. Please contact the Security Studies office (securstu@ksu.edu or 785-532-6842) to inform us your complete application has been submitted.

<u>*NOTE*</u> – You will only be able to finalize and submit if ALL documents are attached and all required information is entered.