

Department of Anthropology Graduate Program Admissions

Frequently Asked Questions

CHOOSING YOUR DEGREE OBJECTIVE

What graduate degree programs does the Department of Anthropology offer? We offer a combined MA/PhD degree program in Anthropology with specializations in Sociocultural Anthropology, Archaeology, and Integrative Anthropological Sciences (IAS). We also offer a terminal MA degree program only in North American Archaeology with emphases including California archaeology and paleoethnobotany, designed for students who wish to pursue careers in cultural resource management. An MA-only degree is not available in Sociocultural Anthropology or IAS.

Can I get an MA degree only? We only offer a terminal MA degree program in North American Archaeology with emphases including California archaeology and paleoethnobotany, designed for students who wish to pursue careers in cultural resource management. An MA-only degree is not available in Sociocultural Anthropology or IAS.

What if I want to pursue a PhD? All applicants wishing to ultimately pursue a PhD degree in Anthropology must apply to the MA/PhD program. Applicants without a prior MA are admitted with the expectation that they will meet the requirements for the MA degree and advance to complete the PhD degree. You should indicate MA/PhD as your degree objective.

What program do I apply to if I already have an MA degree? All applicants wishing to ultimately pursue a PhD degree in Anthropology must apply to the MA/PhD program, regardless of if they have or will receive an MA prior to enrolling at UCSB. Applicants who have received an MA degree in anthropology from another institution must demonstrate that they meet the UCSB Department of Anthropology MA requirements and will be expected to complete courses and pass comprehensive exams or assessments before advancing to the PhD program.

Can my MA coursework be transferred to UCSB? Transfer credit is only considered for coursework not previously counted towards a completed degree. These determinations are made after an applicant has been admitted and enrolled.

CHOOSING YOUR SPECIALIZATION

What specialization do I indicate on my application? When you apply to the Graduate Program in Anthropology, you must select one of three specializations and indicate your selection under Research Interests on the application. Our specializations are:

- Archaeology (<http://www.anth.ucsb.edu/archaeology.php>)
- Integrative Anthropological Sciences (IAS) (<http://www.anth.ucsb.edu/IAS/IASgrad.php>)
- Sociocultural Anthropology (<http://www.anth.ucsb.edu/sociocultural.php>).

Each specialization has specific degree requirements (<http://www.anth.ucsb.edu/graded/guidelines.php>.) You should also review faculty research interests to further determine which specialization most closely matches your research interests. (Please see <http://www.anth.ucsb.edu/research.php>.) Keep in mind your primary advisor/committee chair must be from your selected specialization but you are welcome to have faculty from other specializations serve on your committee as well.

How do I determine which faculty to work with? We encourage you to review our faculty research interests at <http://www.anth.ucsb.edu/research.php> and find contact information at <http://www.anth.ucsb.edu/faculty/FacultyList.php> to determine if our program is a good fit for your research. Please contact faculty directly to discuss your interests.

Can I visit the Department? Prospective students are encouraged to visit and meet with faculty to discuss their interests. Please contact faculty directly to set up meetings well in advance to accommodate teaching and field work schedules.

YOUR APPLICATION

How do I apply to graduate school at UCSB? Applications are submitted electronically through the Graduate Division [Online Graduate Application](#) and reviewed by Department of Anthropology faculty for admissions recommendations. All application materials with the exception of official transcripts (Statement of Purpose, Personal Achievements and Contributions, Curriculum Vitae, writing sample and letters of recommendation) must be uploaded through the electronic application at <http://www.graddiv.ucsb.edu/eapp/>. Graduate Record Exam (GRE) scores (and TOEFL or IELTS if applicable) should be sent directly to UCSB by ETS. Only the two (2) copies of official transcripts from each post-secondary institution attended must be sent directly to the Department of Anthropology and postmarked by December 1st. For descriptions of these materials, please see <http://www.anth.ucsb.edu/gradapplication.php> and <http://www.graddiv.ucsb.edu/admissions/forms/>.

Can I change my application after I start it? We encourage applicants to open an application as soon as possible in order to familiarize yourself with the materials and process for completing and submitting the application. Applicants can edit all sections prior to submitting and paying. Once the application is submitted and has been paid for, the following sections can still be modified by the applicant: Address, Exam Scores, Letters of Recommendation, Statements & Supplemental Documents. Applicants may still add, delete or edit recommender or exam information until the letter is received or until the official exam scores are received. You can upload and edit documents until you lock them. GRE and TOEFL or IELTS scores sent by ETS and Letters of Recommendation sent electronically through the application will automatically be matched to and uploaded to your application once received, even after the deadline. However, the Department cannot guarantee late materials will be considered.

What is the application deadline? The deadline is December 1st of the year prior to entry. For example, if you wish to attend starting Fall 2013, you must apply by December 1, 2012. The online application closes at 11:59pm on December 1st; late applications are not accepted.

When should I start the application process? The application system typically opens in early September and closes at 11:59pm on December 1st. **Do not wait until the last minute to submit your application.** Domestic transcripts can take several weeks to arrive after you request them from your institutions. International transcripts can take significantly longer. Recommenders need as much advance notice as possible to write and submit thoughtful letters on your behalf. GRE and TOEFL/IELTS scores can take at least 3 weeks to be received and matched to your application. Transcripts can get lost in the mail, technical difficulties uploading documents may arise, recommenders may be on sabbatical or your request gets lost in their busy schedule or inbox. Delays can happen so plan well in advance.

SUPPLEMENTAL MATERIALS

What supplemental materials are required to be uploaded to the application? Four items are required of all applicants, uploaded to the application: a Statement of Purpose (SOP), a Personal Achievements/Contributions Statement (PAC), a Resume or Curriculum Vitae (CV), and a writing sample. Instructions for each document are located on the Department's website at <http://www.anth.ucsb.edu/gradapplication.php>. Instructions for the first three items are also included in the guidelines located on the [Statements and Uploaded Documents page](#). *Please note: the electronic application provides slots to upload up to six (6) documents. Only the SOP, PAC, and CV are designated on the application. You must upload your writing sample in a fourth open slot.* Hard copy or emailed documents will not be accepted.

What transcripts do I need to submit? Two (2) copies of official transcripts from each post-secondary institution attended from which 12 or more units of coursework was attempted must be submitted from the institution to the Department of Anthropology. Please include transcripts from all applicable institutions, even if the coursework is included as transfer credits on transcripts from another institution. Transcripts for coursework or degrees in progress must also be submitted as they will reflect current coursework in which you are enrolled, even if grades for the quarter/semester have not been awarded.

What about international transcripts? Two official copies of documents showing all post-secondary academic work of at least 20 units completed must be sent to the Department. All transcripts and translations must be received in envelopes sealed and stamped by the school. All international academic documents must be sent in the native language along with authorized, complete, and exact, literal English translations by the school or an official agency. Additionally, documents must

show the type of degree awarded or in progress (e.g., Bachelor of Arts, Bachelor of Science), and the date of the award if the program is complete.

Do I need to order UCSB transcripts if I attended (or I am currently attending) UCSB? Yes, you must request transcripts from the [Office of the Registrar](#), even if you attended or are attending UCSB.

Will you accept late application materials? All documents must be uploaded and transcripts postmarked by 11:59pm on December 1st. Faculty begin reviewing applications shortly after the deadline. Applications missing documents, transcripts, letters of recommendation, or GRE/TOEFL scores after the deadline may be considered incomplete and ineligible. You are strongly advised to submit your application and all required supporting materials well in advance of the official deadline.

How do I know if my materials have been received? Your [application status](#) can be checked online by logging in to your application at any point in the application process, even after you have submitted your application. It is your responsibility to check this regularly as admissions staff may post comments or updates on the application regarding your materials. Please check online before contacting the Department regarding your application. Department staff is unable to verify receipt of materials until after the application fee has been paid.

LETTERS OF RECOMMENDATION

How do I submit Letters of Recommendation (LOR)? A minimum of three Letters of Recommendation are required and are requested and received through the electronic application. Once you submit the required electronic waiver, the system will automatically email your recommender a request for a letter of recommendation. The recommender will be requested to submit a ranking and upload a letter directly to your application. Once you finish the online application, you will be able to log back into the Application Status page to check on receipt of letters and send a request or reminder to your recommender.

My recommender has not received a recommendation request from UCSB. Why hasn't the request been sent and what should I do next? If you have already completed a mandatory waiver and your recommenders still have not received a message, please ask your recommenders to set their email accounts to allow messages from Graduate Division, app@graddiv.ucsb.edu. It is possible that the messages we sent were filtered out by your recommenders' email spam settings. You may also need to resend the request through your application.

What if my recommender needs to send a hard copy letter? Online submittal of letters is highly recommended and preferred. In instances where your recommender absolutely cannot submit a letter online, you must complete, sign, and provide the appropriate coversheet to the recommender to complete and submit with the letter to the Department of Anthropology. The coversheet can be found at <http://www.graddiv.ucsb.edu/forms/admis/pdf/rec.pdf>.

REQUIRED TESTS: GRE & TOEFL/IELTS

What is the minimum score required for the GRE? There is no minimum score required by the Graduate Division or the Department of Anthropology.

What is the minimum score required for the TOEFL or IELTS? For international applicants required to take the TOEFL or IELTS, the minimum internet-based TOEFL test score is 80. The minimum IELTS score for consideration is an Overall Band Score of 7 or higher.

Do I have to take the TOEFL or IELTS? Exceptions to TOEFL or IELTS testing may only be considered for those students who have completed an undergraduate or graduate education at an institution whose primary language of instruction is English.

When should I take the GRE or TOEFL? Please allow a minimum of three weeks for processing once you request ETS to send score reports to UCSB. Scores received after the December 1 deadline could make your application incomplete and ineligible for application review. We will accept GRE scores up to five years old and TOEFL scores up to two years old.

How do I send my test scores? You must request that ETS report your scores to UCSB; the institution code is 4835. Please enter your test date and registration number correctly on your application so that scores can be matched to your application. Once received and matched, scores will be designated as “official” on your application.

MINIMUM GPA REQUIREMENT

What is the minimum GPA requirement? You must have received a bachelor's degree or its equivalent from an accredited university prior to the quarter for which you seek admission, and have at least a B average (3.0 GPA) in your undergraduate coursework. Satisfaction of minimal standards does not, however, guarantee admission, since the number of qualified applicants far exceeds the number of spaces available. As a consequence, many well-qualified applicants cannot be accommodated.

ADMISSIONS DECISIONS

When are admission decisions made? Typically, Department admission decisions are usually finalized by late January.

How do I find out about my admissions decision? You will be notified by email when a decision has been made on your application, and your [Application Status Page](#) will be updated with a decision letter.

Do you offer an open house or other informational meetings? Accepted students will be invited to our Graduate Preview Weekend in late February or early March. Friday's events include an orientation, meetings with faculty and current graduate students, roundtable discussions by specialization, and campus tours and information. Saturday may include a symposium presented by current Anthropology graduate students and a tour of the Santa Barbara area, culminating in a potluck dinner at a faculty member's house. Moderate funds are typically available for travel reimbursement.

FUNDING

What funding is available from the Department and Graduate Division for the first year? Funding packages vary depending upon availability and applicant merit. Central fellowships for prospective new students are offered through the Graduate Division by department nomination, usually awarded in February following the close of applications. These awards can include fees, health insurance, teaching assistant positions, non-resident tuition, and/or stipends from one quarter up to 5 years. Departmental awards are similar but awarded for one academic year. Domestic students also file with FAFSA (Free Application for Federal Student Aid, <http://www.fafsa.ed.gov/http://www.fafsa.ed.gov/>, priority deadline March 2) as additional support may be available through the Financial Aid Office (<http://www.finaid.ucsb.edu/>). Not all new and continuing students receive funding support each year. Continuing student awards are made annually in the Spring quarter for the following academic year based on annual evaluations. Funding is limited, competitive and based on merit.

How are funding decisions made after the first year? The process for funding future years includes department nominations for Graduate Division central continuing fellowships and awards from the department which can include fees, health insurance, teaching or research assistant positions, non-resident tuition, and/or stipends for one, two or three quarters. Students complete annual reports each April and faculty review these, rank students, and make awards for the coming year. The Department is awarded funds on a year to year basis from the Graduate Division for continuing student support so multi-year awards are not possible.

For additional information, please see the Graduate Division website at <http://www.graddiv.ucsb.edu/admissions/application/> and the Department of Anthropology website at <http://www.anth.ucsb.edu/gradapplication.php>.