Online Master of Public Administration

To apply to the online Master of Public Administration (MPA), follow the steps below.

Required Application Materials

The following application documents may be submitted at the time of application or may be submitted incrementally through the application portal:

☐ Application Form: Start the Kent State application online here: [www.applyweb.com/kentgrad/index.ftl](http://www.applyweb.com/kentgrad/index.ftl)

☐ Three Letters of Recommendation: These letters must be from professors and/or employers who are familiar with your work. To complete your request for letters of recommendation:
   1. Enter your recommenders’ contact information on the online application form
   2. Select “Yes” when asked if you want to use the online recommendation system

☐ Application Fee: Submit the $45 application process fee. This fee may be paid online at the end of the application form

☐ Official Transcripts: Upload copies of your official undergraduate transcripts (front and back) in the application, plus any graduate coursework or degree(s) you may have earned. You may also send your transcripts via postal mail to the address below:
   Graduate Studies
   Cartwright Hall
   Kent State University
   P.O. Box 5190
   Kent, OH 44242

☐ Graduate Record Examination (GRE): We require all applicants to take the GRE exam regardless of whether or not you hold another graduate degree. Register to take your GRE exam or order your GRE scores at [www.ets.org/gre](http://www.ets.org/gre)
   Helpful Hint: You will need to identify the academic institution you wish your GRE scores to be sent to. The GRE Institution Code for Kent State University is 1367

☐ Writing Sample: A research paper or report written by you either during your university education or at your place of employment. The paper selected should be a demonstration of your analytical abilities and writing skills and should include full citations

☐ Goal Statement: In two pages or less, explain why you are seeking a Master of Public Administration degree and why you chose Kent State University

☐ Resume/CV: Professional resume listing your education and progressive professional responsibilities

Check the status of your application at: [www.applyweb.com/kentgrad/index.ftl](http://www.applyweb.com/kentgrad/index.ftl)