



## Civil & Environmental Engineering Program

### Application Process and Forms

All applications to the Civil & Environmental Engineering Graduate Programs must be initiated through the Graduate School (see link below).

<http://www.uh.edu/graduate-school/admissions/how-to-apply/>

#### Application process steps and required documents:

1. Submit online Application - Access through the Graduate School website (see link above). Before you click submit, please make sure that you have uploaded all the required and correct documents. ***Not uploading all required documents before submitting the online application will cause significant delays.***
2. Application fee. \$25 US students; \$75 International. This fee cannot be waived, and must be paid by credit card when completing your online application. Application fees are non-refundable.
3. One Official Transcript from all Colleges and Universities attended. Minimum acceptable GPA is 3.0/4.0 ("B") on last 60 hours attempted; higher grades are expected in graduate courses. Applicants from India must submit individual mark sheets for each year of study.
4. Official Transcripts must be sent in a sealed, signed envelope directly to either:

Regular Mail Address	Express Mail Address
University of Houston Graduate Admissions P.O. Box 3947 Houston, Texas 77253-3947	University of Houston 4800 Calhoun Road 102 E. Cullen Building Houston, Texas 77204-2012

5. Unofficial copies of a transcript **can and should be uploaded** while doing the online application (applicants are encouraged to do this) but official transcripts are still required upon admission. **OFFICIAL TRANSCRIPTS MUST BE SENT ONLY TO ONE OF THE ADDRESSES ABOVE LISTED.**
6. Official GRE Scores must be sent directly from Educational Testing Services (ETS) to the University of Houston using code 6870. A copy of the scores **can and should be uploaded** while doing the online application (applicants are encouraged to do this). This copy can be used to make an admissions decision but official scores must still be sent as instructed. Test scores cannot be more than 5 years old.

7. Three separate letters of reference. Please follow instructions within online application. Make sure you input the correct and valid e-mail addresses of your recommenders.
8. Statement of Purpose (100-300 words) briefly describing why you want to study civil engineering at the University of Houston. It **must be uploaded** while doing the online application.
9. Resume or Curriculum Vitae (CV). It **must be uploaded** while doing the online application.

**Additional Materials required from International Students (must have an Engineering Undergraduate Degree)**

1. **TOEFL (Test of English as a Foreign Language)** [www.toefl.org](http://www.toefl.org)  
The minimum TOEFL score required is 550 (paper-based test) or 79 (internet-based test). TOEFL scores must be received directly from Educational Testing Service (ETS). The University of Houston's ETS Institutional Code is 6870. A copy of the scores can be uploaded while doing the online application but official test scores must still be submitted as instructed. *Test scores cannot be more than 2 years old.*
2. **IELTS (International English Language Testing Service)** [www.ielts.org](http://www.ielts.org)  
The minimum IELTS score required is an overall band score of a 6.5. The testing agency should mail the official results directly to the University of Houston. *Test scores cannot be more than 2 years old.*

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3. A copy of either the TOEFL or IELTS test scores **can and should be uploaded** while doing the online application if available; copies can be used to make an admission decision but official scores must still be sent as instructed.
4. Passport sized photo, copy of passport, letter of financial backing and copy of bank statement and supporting financial documents will be required to issue your visa related papers if you are admitted; **while these documents are not required to complete and submit online application**, submitting these documents ahead of time will allow UH to process your visa related papers quicker. These documents **can and must be uploaded** through the online application.

**IMPORTANT NOTES**

Please send or upload documents exactly as instructed only; documents not submitted as indicated will be disregarded unless there are extenuating circumstances that justify doing so and it requires previous approval from the department. Please read and follow instructions carefully to avoid delays in completing your application.



