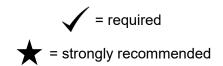SYSTEMS ENGINEERING
COLORADO STATE UNIVERSITY

Minimum Application Qualifications

The CSU Systems Engineering Department has one graduate certificate and five graduate degree plans from which a student may choose. The minimum application requirements listed below demonstrate the types of competencies that are generally required for success in our programs and the specific requirements of each program. Basic competencies can be learned though coursework or career path if there is adequate professional and technical experience. *Please note that meeting the minimum program standards does not ensure admission to the program.*

Page 2 of this document contain instructions for applying to the <u>Certificate in SE Practice</u>. If you are interested in a different program, please view our website to access the correct instructions.
https://www.engr.colostate.edu/se/getting-started/

✓ = required

★ = strongly recommended

	Certificate in S.E. Practice	M.E.	M.S. - Plan A, thesis	M.S. - Plan B, project	Ph.D.	D.Eng.
Four-year bachelor's degree from a regionally accredited institution	✓	✓	✓	✓	✓	✓
B.S. in engineering, mathematics, or a technical discipline with a GPA of at least 3.0	★	✓	✓	✓	✓*	✓*
Calculus I course or statement explaining equivalent experience *(please note some course options within our degrees may have higher math prerequisites)*	★	✓	✓	✓	✓	✓
Basic statistics course or statement explaining equivalent experience	★	✓	✓	✓	✓	✓
Secure a faculty advisor <u>prior</u> to completing application			✓		✓	
Minimum 5-8 years' professional experience as, "Systems Engineer," "Engineer," "Scientist," or equivalent						✓
Sponsor within practicum organization who will collaborate with CSU during practicum (1 letter of rec. must be from this person)						✓

* If applying for a doctorate program and your B.S. is not in engineering, an M.E. or M.S. in engineering is *strongly recommended*

Certificate in Systems Engineering Practice
Detailed Application Checklist

Please use the following checklist to be certain you have included everything in your application.

Deadlines: Your application should be submitted and *everything should be received* by
> **July 1** for fall semester admission or
> **November 1** for spring semester admission

It is strongly encouraged you work well ahead of these deadlines; they are not flexible.

STEP 1: BEGIN YOUR ONLINE APPLICATION (http://gradadmissions.colostate.edu/apply)
You will create an account and can re-visit the application at any time to continue where you last left off:
- When choosing a program, if you want to do it Online, select the "Distance" option

STEP 2: SUBMIT ALL REQUIRED APPLICATION MATERIALS

☐ **Current resumé or CV**, submitted through the online application

☐ **One** <u>official</u> **transcript from** <u>every</u> **post-secondary institution attended**, even those from which you did not earn a degree (transcripts from CSU are not required).
To submit official transcripts, contact your previous institutions to request they submit official transcripts to Colorado State University (use institution code 4075). If a mailing address or email address is required, use the one(s) shown below. *Emailed transcripts are not official unless they come directly from your institution* <u>and</u> *use Parchment or some other verified e-delivery service available for US institutions.*

☐ **TOEFL and/or IELTS scores**: Students are exempted from the TOEFL or IELTS requirement if the primary official language of their country of origin is English or if they have recently earned a degree from a U.S. university. It generally takes 3-6 weeks for ETS to send the scores to CSU, so allow plenty of time. Photocopies or email submission from the student will not be accepted.
> **Test of English as a Foreign Language (TOEFL)**
> Submit official scores through the Educational Testing Service (select institution code: 4075, leave the department code blank). The minimum score is 80 on the internet-based test (550 on paper-based).
> **International English Language Testing System (IELTS)**
> IELTS official score printouts should be sent to the Admissions office (address below). The minimum score is 6.5.

Addresses to Which All Official Documentation May be Submitted:	
Physical mailing address	Graduate Admissions Colorado State University – Office of Admissions 1062 Campus Delivery Fort Collins, CO 80523-1062
Email address	gradadmissions@colostate.edu

STEP 4: SUBMIT YOUR ONLINE APPLICATION

☐ **Pay the non-refundable Graduate School Application fee** (only payable after application is submitted)

STEP 5: CHECK THE STATUS OF YOUR APPLICATION TO ENSURE YOU MEET YOUR DEADLINE
Please visit http://gradadmissions.colostate.edu/apply/status at any time to check that your application checklist is complete. The Systems Engineering Department will not provide updates on materials you are still missing.

You are responsible for ensuring <u>all</u> materials are <u>received</u> by the deadline. Questions regarding the application process and/or program may be directed to sys_engr_info@engr.colostate.edu.