

**Department of Meteorology  
Florida State University  
Application Procedures**

1. Complete the Florida State University Graduate Admissions Application (available at <https://admissions.fsu.edu/gradapp/>).
2. Send the application fee (\$30.00 nonrefundable U.S. currency) to the *Office of Admissions, Florida State University, Box 5000, Tallahassee, FL 32314-5000*.
3. Have two (2) official transcripts from all schools since high school (not including high school) sent to *Florida State University, Office of Admissions, Tallahassee, FL 32306-2400*.
4. Have an official copy of your Graduate Record Examination (GRE) scores sent to the Office of Admissions (Institution Code 5219). If you are an international student, your scores on the Test of English as a Foreign Language (TOEFL) examination are also required.

Graduate Record Examination  
Educational Testing Service  
Box 6000  
Princeton, NJ 08541-6000  
Telephone: 609-771-7500  
E-mail:

<http://www.gre.org/email.html>

TOEFL Programs & Services  
PO Box 6151  
Princeton, NJ 08541  
USA  
Telephone: 609-771-7500  
E-mail: [toefl@ets.org](mailto:toefl@ets.org)

**Additional Documents Required**

The following documents must be uploaded into the FSU Online Application:

1. **Statement of Goals and Purpose**: Write a one (1) page statement that outlines your career objectives, goals, and particular research and/or teaching interests in the study of Meteorology. *At the end of your statement, include the names of FSU professors who have similar research interests as yourself* (find out about them here: <http://www.met.fsu.edu/index.pl/personnel/faculty>). **UPLOAD THIS INTO “DOCUMENT 1” OF THE ON-LINE APPLICATION.**
2. **Transcripts**: Provide a scanned version of your transcripts. **UPLOAD THIS INTO “DOCUMENT 2” OF THE ON-LINE APPLICATION.**
3. **Resumé**: For Ph.D applicants only. **UPLOAD THIS INTO “DOCUMENT 3” OF THE ON-LINE APPLICATION.**
4. **Letters of Recommendations**: Arrange for three letters of recommendation from professors, mentors, and/or employers familiar with your academic and/or research experience. In the on-line application system click on the Recommendation link and upload your recommendation provider information as directed. The application system will e-mail your recommendation providers and request that they submit a recommendation online.

Any documents that cannot be uploaded should be mailed to:

Department of Meteorology  
Graduate Program  
Florida State University  
404 Love Building  
1017 Academic Way  
Tallahassee, FL 32306-4520