

**Department of Earth, Ocean and Atmospheric Science
Meteorology Graduate Program
Application Procedures**

1. Complete the Florida State University Graduate Admissions Application (available at <https://admissions.fsu.edu/gradapp/>).
2. An application fee (\$30.00 nonrefundable U.S. currency) is required. Information about paying the application fee online is e-mailed to you as soon as your application is submitted.
3. Have two (2) official transcripts from all schools since high school (not including high school) sent to *Florida State University, Office of Admissions, 282 Champions Way, P.O. Box 3062400, Tallahassee, FL 32306-2400* (**Please note that only transcripts and no other documents are to be sent to this address**).
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

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 or an unofficial copy 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:

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