

The University of Texas at Austin
Checklist for the MS in Health Care Transformation Program
Application Deadline: December 15, February 1, April 1, May 31 (if space allows)

Please use this checklist to ensure that you are submitting all the materials necessary. *Note: For application to the MSHCT graduate program, you are required to submit the following materials via **both** the [McComb's Application Portal](#) and [MyStatus](#). We recommend starting your application well in advance of the application deadline to ensure that you have sufficient time to submit all materials.*

1. Submit via [McComb's Application Portal](#):

___ **Resume**

___ **Personal Statement** - Approximately 750 words describing why the MS Health Care Transformation program is right for you. Address the following: What impact do you want to have on health and health care and how will this Master of Science degree in Health Care Transformation help you do that?

___ **Transcripts (#1)** – Upload official or unofficial transcripts from all educational institutions. The department will not review the transcripts you upload to the [MyStatus](#) page; you must provide us with separate copies through the [McComb's Application Portal](#). **Note** – if you use electronic transcripts for admissions, we will request the official paper transcripts be delivered to UT Grad School by July 15 to officially enroll.

___ **Two letters of recommendation** – You must supply your references' names and email addresses through the [McComb's Application Portal](#). After you provide their contact information, emails will be sent to your references with instructions on how to upload their letters. Letters should speak to your professional experience in health care, ideally with specific examples.

___ **(International students only)** TOEFL or IELTS scores. For additional information regarding exemptions, please see <https://gradschool.utexas.edu/admissions/how-to-apply/international-students>

___ **Optional:** GRE/GMAT scores. Candidates may request a waiver in the application if they have at least 5 years of work experience in the health sector or hold an advanced degree at the time of application (master's, PhD, MD, or other terminal degree). If you provide GRE/GMAT scores, you must also have an official report sent to UT-Austin. If

2. Submit via [MyStatus](#):

___ **Application fee** – Within 48 hours of the submission of your application, you will receive an email from the Graduate and International Admissions Center directing you to the [MyStatus](#) page where you will be asked to submit your [application fee](#).

___ **Transcripts (#2)** – Within 48 hours of the submission of your application, you will receive an email from the Graduate and International Admissions Center directing you to the [MyStatus](#) page where you will be asked to upload your transcripts. Please do not mail these credentials. Transcripts must be official and issued within a year of application submission. For additional information regarding the submission of transcripts to UT-Austin, please see <https://gradschool.utexas.edu/how-to-apply>.

3. An official report of Graduate Record Examination (GRE) or Graduate Management Admission Test (GMAT) scores (optional). Please request that ETS send official test scores to UT-Austin. (UT-Austin code 6882 – you do not need a departmental code).
4. An official score report for the TOEFL or IELTS (international students only). Scores must be sent to the university by the testing agency.

For more information, please see visit [our website](#).